



<p><b>Scottish Workforce &amp; Staff Governance Committee Minute</b> <b>24<sup>th</sup> May 2022</b> <b>MS Teams</b></p>
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<b>Name</b>	<b>Organisation</b>
Tracey Ashworth-Davies till 14:45	NHS Education for Scotland
Margo Cranmer	Unison
Scott Keir	British Dietetic Association
Jacqui Jones	NHS National Services Scotland
Heather Gilfillan	Unite
Donald Harley	BMA
Gordon Jamieson	NHS Western Isles
Jennifer Martin-Nye	Scottish Government
Steven Lindsay	Unite
Robin McNaught	The State Hospitals Board for Scotland
Sam Mullin	GMB
Norman Provan ( <b>Chair</b> )	Royal College of Nursing
Susan Robertson	Unite
Evelyn McLeod	NHS Western Isles
Clair Ronald	CSP senior negotiating officer

In attendance:

<b>Name</b>	<b>Organisation</b>
Harry Dozier	Scottish Government
Niall Anderson	Scottish Government
Lyndsay Turner	Scottish Government
Noel Jeffery (Observing)	Scottish Government
Natalie Muir ( <b>Secretariat</b> )	Scottish Government

Apologies:

<b>Name</b>	<b>Organisation</b>
Tracey Ashworth Davis from 14:45	NHS Education for Scotland
Caroline Cooksey	NHS Dumfries and Galloway
Joyce Davidson	BMA
Susan Robertson	Unite
Julie Collins	Chartered Society of Physiotherapy
Joyce Davidson	BMA
Jasmin Clarke	Royal College of Nursing
Linda Walker	GMB
Victoria Bowman	Scottish Government
Anna Gilbert	Scottish Government
Ian Cant	Employee Directors Group
Yvonne Stewart	Society and College of Radiographers
Pauline Howie	Scottish Ambulance Service
Sara Eccles	Scottish Government

### **Agenda Item 1 – Welcome, Introductions, Apologies, Minute and Summary of Action Points of meeting held on 22<sup>nd</sup> February 2022 and matters arising**

The Chair welcomed everyone to the meeting. Apologies were noted and the Chair advised that the Committee was quorate.

The Chair noted that in future attendance and apologies will be based on acceptance of outlook calendar invites.

### **Agenda Item 2 – Minute and Summary of Action Points of meeting held on 22<sup>nd</sup> February 2022 and matters arising**

The minutes of the meeting from 22<sup>nd</sup> February 2022 were agreed as an accurate record (subject to the inclusion of Steven Lindsay's apologies) and summary of action points noted as complete.

- 1. Wellbeing:** Cat McMeeken will be invited to a future SWAG Committee to appraise members on Wellbeing Matters. **Complete**
- 2. IMatter:** SG Secretariat to include the DDIT update on the SWAG June Secretariat meeting. **Complete**

The chair also provided an update on the following agenda item:

**Once for Scotland:** A substantive agenda item on Once for Scotland had been planned however due to the first recommencement meeting of the Programme Board taking place on Thursday 26<sup>th</sup> May this hasn't been possible. A paper will be shared following the Programme Board and an agenda item will be fielded at the next SWAG Committee.

Action
<ul style="list-style-type: none"><li>• Minutes from 22<sup>nd</sup> February to be updated to include Steven Lindsay's apologies.</li></ul>



### **Agenda Item 3 – Equality**

Harry Dozier provided an overview of work carried out by SG around equalities, diversity and inclusion to support HWF staff. He highlighted the key deliverables for 2022/23 including:

- Development of anti-racism resources for staff;
- Working with partners to develop anti-racism measures along with meaningful equality objectives;
- Develop a New National Online Platform containing resources, information and support;
- Menopause and Menstrual Health Policy for NHS Scotland;
- Working with LGBTQ+ networks to run an evaluation of pride badge and any impact it has been made.

Harry also advised that the Equalities Team are looking at improving disclosure rates and understanding of why we need demographics data. They are also working with NES to improve diversity and equality materials and training.

A discussion followed which highlighted the following questions and issues:

- Members highlighted that it would be beneficial for the Menopause and Menstrual Health Policy to be considered as part of the Once for Scotland programme. Harry highlighted that this was being taken forward as Once for Scotland had recommenced.

- Members asked about the viability of adopting the UK standards and using RES, especially relating to disciplinary and capability process. Harry advised that the team would be examining these standards as work in this area progressed.

**Actions**

- Harry to ensure Menopause and Menstrual Health work is looped in with Once for Scotland once they restart meetings.

**Outcome** – the SWAG Committee members all commended the work of the equalities team and agreed that moving forward we should continue to update the Committee.

**Agenda Item 4 – Workforce Strategy**

Lyndsay Turner presented the new Workforce Strategy for Health and Social Care in Scotland and highlighted the following key points:

- Worked extensively with COSLA to develop strategy and actions with a tripartite aim of Recovery, Growth and Transformation which supports NHS recovery plan;
- The Workforce Strategy sets out the five pillars of strategy: Plan, Attract, Train, Employ and Nurture;
- With 109 actions, the strategy highlights the support and recovery of HSC System through reform and continual improvement;
- Importance of HSC needs now and in the future, analysing Workforce Data and proactively responding to National and International Markets.

The following discussion ensued with comments from members:

- The need to focus on retention which is not an explicit pillar;
- Concerns regarding the perceived imbalance of 1% increase in the Workforce with 10% increase in productivity;
- The need for consideration of the quality of the training experience;
- Questions regarding the target of 800 new GPs and whether they would come from elsewhere in the system and thus create other resource challenges;
- Questions around implementation, who will be accountable and how unions and HRDs will be involved;
- Highlighted the need to consult with professional bodies such as AHP.

Lyndsay welcomed the comments and highlighted that work is ongoing in developing the implementation workstreams and further engagement will take place with stakeholders.

**Outcome**

Members agreed that as the action plan has just been approved by Management Board we need to analyse how we can make the plan work and include professional bodies as well as SWAG in the process.

**Agenda Item 5 – Governance**

The Chair advised that work is underway to determine the approach for the next Staff Governance monitoring exercise and further information will follow shortly. **This agenda item was postponed due to staff absence.**

**Agenda Item 5 - AOB**

The chair and other members would like to thank Donald Harley for his significant contribution to SWAG over the years. Donald will be retiring in the summer and SWAG would like to wish him all the best.

There was no other business to report and the chair closed the meeting.

The next meeting will take place on the 27 September 2022 at 2:00 – 3:30 by MS Teams.