

## Scottish Workforce and Staff Governance (SWAG) Committee

### Meeting Minute

November 22 2022

#### In Attendance

Name	Organisation
Victoria Bowman ( <b>Chair</b> )	Scottish Government
Gordon Jamieson	NHS Western Isles
Pamela Jamieson	NHS Dumfries and Galloway
Robin McNaught	State Hospitals Board for Scotland
Jasmin Clark	Royal College of Nursing
Emma Curren	Royal College of Midwives
Kate McDermott	Unison
Una Provan	Unison
Gordon McKay	Unison
Heather Gilfillan	Unite the Union
Scott Keir	BDA – British Dietetic Association
Yvonne Stewart	Society and College of Radiographers
Sam Mullin	GMB
Matt Tucker	Chartered Society of Physiotherapy
Anna Gilbert	Scottish Government

#### Also present:

Name	Organisation
Niall Anderson ( <b>Secretariat</b> )	Scottish Government
Suzanne Thomas	Scottish Government
Viki Freeland	Scottish Government
Nichola Hattie	Scottish Government
Grant Hughes	Scottish Government
Alison Carmichael	Scottish Government
Lynn Hunter	Scottish Government

#### Apologies received from:

Name	Organisation
Pauline Howie	Scottish Ambulance Service
Caroline Cooksey	NHS Dumfries and Galloway
Tracey Ashworth-Davies	NHS Education for Scotland
Jacqui Jones	NHS National Services Scotland
Linda Walker	GMB
Norman Provan	Royal College of Nursing

## **Agenda Item 1: Welcome, Minutes and Actions – Victoria Bowman**

- The meeting was not quorate with only three of the four required NHS Employer representatives in attendance.
- Members agreed to proceed, as significant numbers were in attendance.
- Members noted that capacity for decision making and detailed discussion on iMatter may be limited.
- Minutes from the meeting of 27 September were agreed
- The following actions were marked as complete:

**27092022(2)** – Move NHSScotland National Arrangements for Adverse Weather from the Special Leave to the Managing Health at Work OfS policy, and review Section 8 of the DL.

## **Agenda Item 2: iMatter Staff Experience National Report – Suzanne Thomas**

- Suzanne shared a presentation summarising key findings from the national iMatter Staff Experience survey:
- The Employee Engagement Index score of 76 is 1 point higher, returning us to the pre pandemic level
- Some improvement in scores for workforce wellbeing questions (eg. 'I feel my direct line manager cares about my health and wellbeing' +2; and 'I feel that my organisation cares about my health and wellbeing' +1 to 71).
- Response rates are slightly lower, although not across each health board.
- Improved response seen for 'Appropriately Trained and Developed' question.
- Breakdown by role, illustrates staff groups with lowest and highest scores.
- No demographic changes were observed in the workforce from 2021 to 2022.
- Fewer staff reported experiencing change this year. The question was specific to COVID-19, and the iMatter team are considering removing the question.

### ***Comments***

- The planned introduction of a flexible working location policy, may have an influence staff's response to the 'experiencing change' question.
- The current success criterion for 'Action Plans' is the number of plans completed. We need to encourage implementation, not only writing action plans, if it is to benefit staff.
- The benefit from action plans will be seen in subsequent surveys, and gives employers information to support their workforce.

### **Agenda Item 3: Workforce Planning – Chris Carron**

- Three year plans were published in October. Plans varied in in detail and quality. Some changes to incrementally improve the content of workforce returns, using a template structure that asks more directive questions.
- Noted progress with staffing tools, which would provide more definitive metrics for workforce capacity.
- We are seeing a post covid impact, where those who return to NHSS, or postponed retirement have now begun to retire at a higher rate
- Our current Turnover rate of 12-13% is higher than before.
- Rural and Island boards have highlighted challenges associated with the cost and availability of accommodation, when trying to attract and retain staff.
- Observed constraints to training outputs particularly for Nursing and Midwifery, where only one entry route exists.
- International recruitment continues to contribute to increasing capacity.
- Surveying workforce planning capacity within health boards, and their professional development needs, which could be supported by formal/informal training.

### **Comments**

Comments raised regarding Allied Health Professional induction, training and support:

- International Recruitment – monitoring of induction of recruits. Concerns that induction was not specific to the AHP workforce.
- Workforce Planning Tools concerns over Allied Health Planning tools, that they would not be specific enough to contribute to the specific needs .
- Was there a specific strategy on how we address rural accommodation issues?

**Outcome:** Suggestion that a further update is scheduled regarding the AHP Strategy, which is currently under development in the Chief Nursing Officer's Directorate

### **Agenda Item 4: Violence and Aggression, Your Safety Matters Campaign – Alison Carmichael**

- The 'Your Safety Matters' campaign is being run in collaboration with Police Scotland, Local Authority, and a number of other agencies to tackle instances of Violence and Aggression against staff.
- Branding will be standardised between agencies involved in the campaign. However, there is scope for messaging specific to each sector.
- The campaign will be targeted to address physical and verbal abuse against staff as well as near misses. Aimed at delivering strong messaging in support of staff.
- Alison Carmichael, Head of NHSS Workforce Experience will co-chairing the group alongside Police Scotland.
- There is a group for the NHS, with 20 people on the subgroup. That working group has met, and are in the process of managing the campaign.

- This item will be discussed at Chief Executives before material is released.
- We are looking at standardising DATIX reporting in 2023.

### **Comments and Questions**

Are we providing support to organisations to help staff who wish to press charges? – Yes, this is something the Your Safety Matters sub-group will explore

**Outcome:** The group welcomed the creation of the Your Safety Matters campaign. Resources from the campaign will be circulated to the group, following soft launch.

### **Agenda Item 5 – Any Other Business**

- A decision on the Dignity at Work survey has not been finalised, due to financial constraints.
- There has not been the opportunity to include questions requested by the Whistleblowing Champions in iMatter or the Dignity at Work survey due to financial pressures and the additional cost this would entail.

### **Actions**

**22102022(1)** Alison Carmichael to share 'Your Safety Matters' campaign materials with SWAG Committee once the resources have been cleared.