

Scottish Partnership Forum – Secretariat
Thursday 31 October
14:00-15:00
MS Teams
Minute

Attendance List

Name	Organisation
Frances Carmichael (Chair)	Unison
Alan Gray (Deputising)	Scottish Government
Karen Reid	NHS Education for Scotland
Derek Lindsay	NHS Dumfries and Galloway
Norman Provan	Royal College of Nursing

Additional attendees:

Name	Organisation
Zachary Deponio(Secretariat)	Scottish Government
Connie Hendry	Scottish Government
Heather Gillan	Scottish Government
Catriona Hetherington	Scottish Government
Lynn MacMillan	Scottish Government
Jane Gibson	NHS Grampian

Apologies have been received from:

Name	Organisation
Jane Hamilton	Scottish Government
Anna Gilbert	Scottish Government



Agenda item 1: Welcome, Introductions and Apologies

- Frances Carmichael (FC) welcomed members to the meeting.
- Zachary Deponio (Secretariat) confirmed the meeting was quorate.
- Apologies were noted from Jane Hamilton and Anna Gilbert.
- FC informed the group of new Interim Director of Health Workforce, Amy Wilson, who will be assume the role of SPF Co-Chair.
- Minutes of meeting 27 August 2024 were agreed.

Agenda Item 2: Population Health Framework.

- Lynn MacMillan (LM) presented to the group the ongoing work surrounding the development of a Population Health Framework.
- The purpose of the engagement was to provide SPF Secretariat members with awareness of this work and seek views from the group to support the developments of the framework.
- LM highlighted that this framework is being developed in response to the increasing trends of early deaths and widening inequalities over the last decade.
- LM noted potential drivers for these trends being related to austerity, COVID19 and more recently the cost of living, and so a fresh approach to Population Health was needed.
- The framework is looking to do that by accelerating recovery and improvement in health, with focus on prevention.
- This framework is for the whole system, including all parts of public and voluntary sectors.
- The framework will focus on 4 broad drivers of population health:
 - Social and economic
 - Places and communities
 - Equitable health and care, and;
 - Healthy living.
- There will also be a focus on how the system can transition towards a prevention-focused approach.
- A number of policy workshops, evidence sessions and cross government discussions have taken place and helped to inform the 'engagement document', which sets out the approach to the Framework with some actions for key areas of the framework.
- The document is being used to support engagement, and COSLA and PHS have engaged with various clinical and professional health groups to collectively consider feedback for the framework.
- Going forward, the framework will include actions for the next couple of years, but work is ongoing to explore what can be achieved over a 10 year time frame. However, it will be used as a live developing programme of work, and



LM confirmed that there is ongoing discussion to consider the next focus following publication.

- An evidence narrative will be published alongside the Framework setting out trends, and providing evidence around root causes, drivers, challenges and opportunities.
- The next stage will include the development of actions based on feedback on each of the drivers.
- This is a joint SG and COSLA piece of work, the timing of publication is still under consideration, but is now likely to be in early 2025.
- To close the agenda item, LM summarised that the PHF is an overarching framework, and most of the detailed policy actions will sit a level below.

Comments

- Catriona Hetherington (CH) reflected on the potential impact on NHS Scotland employees, and linked it to the upcoming Managing Health at Work Workforce Policies within the Once for Scotland programme of work. CH highlighted the importance of Subject Matter Expert (SME) engagement to feed into the early stages, and requested contacts within Health Boards that could support that phase of work.
- LM suggested that public sector should be represented more on the framework, and confirmed to take it offline with CH.
- Karen Reid (KR) highlighted the statutory role that NES has in the wellbeing agenda. NHS Employers have always been heavily involved in the PHF. Health and Social care sector is the largest employer, so indicated more work needed to be done at looking at the wellbeing economy of skills development, and how the PHF can better support institutions in local areas. KR also requested an update on the Fair Work Action Plan.
- Derek Lindsay (DL) reflected on the positive financial impact the PHF can have to reduce demand on services.
- Norman Provan (NP) highlighted the role the SPF in terms of strategic implementation of policy, and conflicting priorities to focus on long term ambition, however, also reacting to short term goals to reduce demand on services.
- LM and team recognise the difficult environment and financial pressure through conversations with various stakeholders. During development, the framework looks at how pressure can be relieved over time.
- The group reflected collectively that more needs to be done to educate the public on why certain decisions are taken.
- Alan Gray (AG) reflected through experience the importance of making it simple for the public, and to help employers help employees. There is a need to change culture and shift prioritisation on to prevention, to reduce demand rather than reacting to acute pressure.

Action

Action [31102024(1)] Secretariat to source update on Fairer Work Action Plan for future SPF meeting.

Agenda Item 3: National Care Service (NCS) Workforce Charter

- Heather Gillan (HG) from NSC Future Workforce Division, Scottish Government provided an update to the group on the progress and next steps of the NCS Workforce Charter.
- Work on the charter started last year during NCS summer co-design. One of the themes highlighted was valuing the workforce.
- The team conducted some desk research to find published workforce charter, with no success.
- From there, the group commenced two phases of co-design. Focusing on the purpose and content of charter.
- User engagement sessions followed, with social care work, community health, and volunteering sectors.
- The aim of the charter was to focus on the purpose, the benefits, what information should be included and how do they make sure people use it.
- In total, the group ran 14 co-design phases, followed by another 7 phases from April to June 2024.
- Sessions with internal stakeholders, trade unions, those within social care, social work and community health followed.
- Learning from all the sessions included strengthened insights, and a new identity to streamline services.
- New insights included supporting people regardless of their employer or sector, improving public perception and trust in social care, support collaborative work and provide people with a support channel to consists of rights and wellbeing.
- The scope of the charter includes strengthening insights across all sectors, including members of unregistered organisations and unpaid volunteers. The charter scope of new insights highlights the importance of the charter to apply to self-employed workforce members. This was on the back of strong evidence that the scope needs to be more defined and consider what services are in included.
- The charter demonstrates accountability from Ministers and Board members at a national level by ensuring guidance and support are provided to organisations to encourage adherence to the charter, and by ensuring there is a way to measure its impact for continuous improvement
- There is also a section on shared values, including commitments to early intervention and prevention. This is to encourage inclusive leadership, but also to foster a sense of mutual appreciation amongst members.
- HG highlighted that the group explored the idea of including an NCS pledge. There was positive user engagement around the idea, but there was a clear need

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to clarify specifically what and who members were pledging to. HG confirmed that this was to heighten focus on a supportive culture where members feel valued.

- The charter looks at prioritising protected learning time for employees, and included an avenue to log complaints. However, the workforce charter will include links to relative supportive resources.
- Next steps include working with stakeholder organisations to share progress and how to further develop the charter. Work will progress on the co-design with those with experience, and looking to understand how to engage with groups, such as SPF, on channels to advertise co-design sessions.

Comments

- AG highlighted the importance of making the charter inclusive to all, and encouraged something that is really simple to understand. And binds to all regardless of their role.
- NP provided a comment in relation to worker rights, excluding T&C of employment; indicating that we need to be more ambitious. However, highlighted that a lot of the things the charter is looking to achieve may already be set in statute through the employment rate bill.
- KR welcomes the charter to support workforce. From an NHS Employers perspective concerns, KR raised the impact of charter and what measures is there to evaluate. Highlighting the need to be clear to ensure that the charter doesn't try and cut across the statutory role and responsibility of employers. KR reminded the group of the aspirations in the Fair Work Action Plan which may be useful, for example, the employee voice on protected learning time.
- There were also comments from the group sharing the view on the potential implications that a pledge could have.

Agenda Item 4: **SPF Committee Membership**

- FC highlighted that for contingency reasons, there is a need to review the current SPF Committee membership. FC referenced the paper shared with the group which confirmed current SPF membership and available seats.
- FC confirmed, with support from NP, that they would provide the secretariat with details of new staff side members. KR to do the same for NHS Employers.
- NP touched on contingency, and wondered if the members should have designated deputies, in case they are unable to attend the meeting.

Action

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- **Action [31102024(2)] Frances Carmichael to confirm Staff Side SPF Representation.**
- **Action [31102024(3)] Karen Reid to confirm NHS Employer SPF Representation.**

Agenda Item 5: AOB

- Secretariat provided an email to both NHS Employers and Staff Side SPF Committee members, seeking at least 1 representative from each group to be involved in the Service Reform Engagement work. This was an outcome from the SPF Committee on 2 October. Secretariat asked if FC and KR could reach out to their respective group for volunteers.
- FC noted request, and KR also noted request via email.
- The next SPF Secretariat meeting is 14 January 2025. 14:00-15:00

[END]