



		Action
1.	<p>Attendees</p> <p>Susan Deery, Patricia Stevenson, Kirstie Chalmers, Elizabeth Lloyd Kelly, Lyndsey Frazer, Donna Redfern, Monica Sweeney, Jim McClafferty, Lynne Hobbs, Kelly Campbell, Dawn Turner, Monika Tachasiuk, Neil McKinlay</p> <p>Apologies</p> <p>Jim McClafferty, Alison Gear, Cathy MacKinnon, Adele McCormick, Morna Sands, Julie McManus</p>	
2.	<p>Minute of Previous Meeting and Matters Arising</p> <p><u>Notes of meeting</u></p> <p>The Group agreed accuracy of the Minutes of the previous meeting on 11 July 2024.</p>	
3.	<p>Standby Update</p> <ul style="list-style-type: none">• N McKinlay – Operational Change Lead joined the meeting to provide an update on the national standby arrangements.• The proposed arrangements that were previously tested were taken to EMT and EMT support the proposal but requested that an Impact Assessment was completed to ensure any required mitigations are put in place. A national approach to custody hearings on standby days was explored but local arrangements will need to be made. The OD team are also working on a 'playbook' to play out various scenarios in relation to custodies at a local level.• Concerns remain from Unison regarding custodies and they have requested that the playbook is developed prior to the Impact Assessment being completed.• MSw and LH volunteered to assist the OD team with the playbook and Impact Assessment. This will also require HR input.• St. Andrews Day Standby cover will be as normal. ACTION: Communication to go out to localities regarding this	NM
4.	<p>Wellbeing</p> <ul style="list-style-type: none">• The Mental Wealth Group are focusing on 4 key areas of health throughout October in response to the Health Survey that closed in August. The top 3 areas of focus were mental health, sleep, menopause – so there will be a focus on those areas throughout October. Additionally, there will be a focus on baby loss which is a very sensitive but important topic to raise awareness/share supports for.• Recognising that a lot of SCRA staff are carers, there will be Dementia Awareness Masterclass webinars in October and December which will hopefully be of interest.• A 31 day Mental Health calendar has been developed for the month of October. There are a variety of activities that staff can join in with and a new idea will be posted each day.• Mental Health Awareness Day is on 10th October and offices are encouraged to take time out for 'Tea & Talk' – there are resources on the Mental Health Awareness page on Connect which has been updated with information and supports.• The next national Health and Wellbeing Group meeting is in November.	

5.	<p>Agile Working</p> <ul style="list-style-type: none"> • An update on Agile Working went to the Board in September which summarises the overall feedback on the policy from managers. There was no opportunity to share with the group sooner due to the last meeting being postponed but the feedback had been discussed with this group previously. • Remaining challenges include tension between roles, losing tangible benefits of coming together as a team, some reluctance to come into the office, blurring of lines on whether someone is fit to be at work or not and more management for managers when they cannot physically see people in the office. Despite those issues, there is no sense of having to review/remove or adjust the policy. • Unison shared recent feedback from managers and staff regarding a sense of entitlement to work from home and reluctance of being called upon to come into the office. • A reminder of the expectations of the policy should be communicated every so often to remind staff that SCRA are an office-based service. ACTION: Reminder of expectations to be communicated • It was agreed that Agile Working would be removed as a standing item on the agenda, but can still be raised and discussed at any time. 	HR
6.	<p>Employment Law October Update</p> <ul style="list-style-type: none"> • M Tachasiuk joined the meeting to talk to the recent/upcoming employment law updates that are relevant to the organisation: <ul style="list-style-type: none"> - Worker Protection Act 2023 (Amendment of Equality Act 2010) – comes into effect on 26 October, employers will be under a new duty to take reasonable steps to protect their employees from sexual harassment and they will need to take preventative action against it. Otherwise, they can face action from the Equality and Human Rights Commission. To help employers to fulfil their new duty, the EHRC has updated its technical guidance on Sexual Harassment and Harassment at Work. As we are currently in the process of updating the Dignity at Work Policy, our duties under this new legislation will be incorporated into it – either through an addendum to the current policy or a separate policy. - Neonatal Care (Leave and Pay) Act 2023 – expected to come into force in April 2025. It will provide parents with a right to up to 12 weeks' leave and pay when their baby requires neonatal care within the first 28 days of birth. This will be a 'day one' right and it will be taken in addition to existing parental leave entitlements. For example, four weeks of neonatal care would be supported by four weeks of neonatal leave and pay, payable after any other maternity or parental pay periods. Although there is still some time before the legislation is officially implemented, we agreed to make the leave and pay available to all staff from 1 July 2024. The pay will be made of the statutory element plus 50% of normal pay enhanced by SCRA. - Paternity Leave (Bereavement) Act 2024 – no implementation date confirmed as yet. It will remove the minimum service requirement for bereaved fathers or partners in cases where the mother of a newborn child has died. This means that paternity leave will become a 'day one' right. The same rules will apply where both the mother and child die, despite the fact that leave can't be taken to care for the child or support the mother. The legislation also covers bereaved parents of adopted children. 	
7.	<p>AOB</p> <ul style="list-style-type: none"> • Staff Code of Conduct – it was intended that this policy would be published at the same time as the updated Dignity at Work (DAW) policy which has been delayed. In the meantime, some changes have been made to improve the format. The policy needs to go to either the December or January Board meeting so it would be best for the policies to go together. ACTION: Group to provide any feedback to Patricia on the changes and policy to be taken to either December or January Board with DAW policy • Development & Supervision Framework – Section 6 has been updated following an Impact Assessment. The policy has been issued to managers and HRBPs have taken it to LMTs to discuss and answer any queries. eLearning is being created for the main items and this can be included as part of someone's induction but also to reaffirm knowledge. There will be a presentation at the next LSM network and some webinar style sessions for other managers to have an opportunity to ask questions. HR will then assess any further 	HR

	<p>follow up training requirements from that, including further performance management training for managers. ACTION: Group to provide feedback to Patricia on changes then launch policy</p> <ul style="list-style-type: none"> • Learning & Development Plan – the Learning Network met recently to update the Learning Plan. The intention is to launch this later this month. There are a number of themes such as trauma training and equalities learning e.g. active bystander training which is coming in the new year, as well as IG / Practice and management development training. It is not a fixed document and will be updated every quarter depending on what is discussed at the Learning Network. Request for this to tie into the events calendar to prevent any conflicts and to alleviate pressure on localities. ACTION: Group to provide feedback on the document to Patricia so this can be launched and HR to link in with JH on combining this with the events calendar • Holding Reflective Spaces Training – LRMs on the group shared really positive feedback from the recent training and suggested this would be beneficial for all managers as well as senior practitioners. There were two sessions arranged but only one was filled. The LRMs reflected that the training could be extended in terms of time to provide greater value. Holding the training at LRM/LSM networks or management events early in the new year is the intention but the focus was on LRMs initially so that they are then able to support LSMs. Allocating time and space to follow the training through is important for it to be meaningful. Doing the Transforming Connections training first is beneficial but not mandatory. ACTION: Link in with the trainer to explore availability to provide training at LRM network 	<p><i>HR</i></p> <p><i>HR</i></p> <p><i>HR</i></p>
<p>8.</p>	<p>Date of next meeting</p> <p>14th November 2024</p>	

