

28 September 2023

Personal Assistant Programme Board



Training subgroup

Looking at the issue of training for Personal Assistants

Latest updates:

- Two part time workers recruited to develop a PA Training Framework
- They will work alongside PAs, Employers, and organisations who support them
- By April 2024 they'll write a proposal to develop a national PA Training resource that can be accessed by all PAs and PA employers as they choose



Direct Payment National Agreement subgroup

Mapping the differences in Direct Payment agreements across Scotland and proposing a national agreement that can work for everyone

Latest updates:

- Survey of 29 Local Authorities found out what current practice is and what the challenges are – results have identified future areas to explore
- Subgroup has met with PA Employers, Independent Support Organisations, SiRDs, ILF Scotland, payroll and insurance companies and SDS Practice Network
- Learning from the survey and meetings inform the next stage of the process, activities around agreeing on a shared definition and developing the foundations of a National Model Agreement



Communications and Information subgroup

Focusing on information for, and communication with Personal Assistants, including the Handbook, newsletter, and communicating the work of the PA Programme Board

Latest updates:

- The subgroup have developed a content review process to keep the PA and PA Employer Handbook up to date
- The group have also looked at the Terms of Reference for the whole Programme Board to make sure the language is appropriate and accurate
- The group are exploring definitions around 'what is a good employer'



Recruitment subgroup

This subgroup is focused on PA recruitment, and work that can be done at a national level to improve this

Latest updates:

- Currently working on developing the My Job Scotland website which is the main recruitment site for social care jobs in Scotland
- Subgroup exploring potential to list PA vacancies directly on the site
- Subgroup are exploring potential for national work with Job Centres to promote the PA role



Wellbeing subgroup

This subgroup is developing a strategy to promote the wellbeing of the PA workforce

Latest updates:

- Subgroup were successfully awarded an IMPACT demonstrator project do a focused piece of work to explore PAs' wellbeing. Two strategic improvement coaches have been recruited for this project
- Piloting a discount card with 50 PAs (Blue Sky Social Care Card) – money to fund this coming from Government funding for PA wellbeing
- Exploring data around wellbeing in the PA workforce survey



Data subgroup

This subgroup focuses on data around Personal Assistants and is developing ways to collect data where there are gaps

Latest updates:

- PA Workforce survey 2023 complete – responding to feedback on the report on the data from 800 responses
- Working to establish the size of the PA workforce in Scotland – information not easily available
- PhD student based at the University of Glasgow will work on data around Personal Assistants
- The subgroup are also focusing on the development of a survey of PA Employers



PA Networks subgroup

This is a new subgroup focused on peer support for PAs and encouraging local networks between PAs

Latest updates:

- Subgroup met in July 2023 and heard updates from members representing rural/remote SiRDs, NHS Highland Adult Social Care Team, a West Lochaber community-based charity (Urram) looking to see how social needs might be met in the future
- Actions include widen membership to include an HSCP and/or SiRD representing urban communities and to look in detail at the test-site work occurring in partnership with Urram.
- Workplan action to set up relief pools of PAs sits better with the recruitment subgroup and the PA Networks group will be looking to hand this over following conversations and agreements with colleagues

