

Core Brief



Daily update

(28 August 2023, 12.15pm)

Topics in this Core Brief:

- Safety Health and Wellbeing (SHaW) Task Calendar update
- Important Information Regarding Pension Savings Statements and Annual Allowance Tax Charges for 2022-23

Safety Health and Wellbeing (SHaW) Task Calendar update

August saw the launch of our new SHaW Task Calendar. The launch was shared in a three week countdown of Core Brief messages, plus a wide range of engagement and coaching sessions with departments in Acute, HSCPs and Estate & Facilities.

We now have a Task Calendar Performance Dashboard which confirms the performance of each of the 1,461 departments identified using the eESS Hierarchy. A snapshot of the performance confirms only 128 departments have been entering their confirmation of whether the four monthly tasks have been completed or not.

As of 23 August 2023, the data below confirms that 91.9% - 95.1% of the 1461 departments have yet to confirm they have completed the tasks as they remain blank and unanswered.

The number of tasks due / overdue

| Month | Title | Year | Sum of Yes | Sum of No | Sum of NA | Not Entered | Yes % | No % | N/A % | Blank % |
|--------------|-----------------------------------|------|------------|-----------|-----------|-------------|-------|------|-------|---------|
| 08 - Aug | SHaW - Health & Safety Management | 2023 | 107 | 11 | 1 | 1342 | 7.32 | 0.8 | 0.1 | 91.9 |
| 08 - Aug | SHaW - Training | 2023 | 78 | 4 | 0 | 1379 | 5.34 | 0.3 | 0.0 | 94.4 |
| 08 - Aug | SHaW - Instruction & Information | 2023 | 70 | 8 | 1 | 1382 | 4.79 | 0.5 | 0.1 | 94.6 |
| 08 - Aug | SHaW - Communication | 2023 | 64 | 8 | 0 | 1389 | 4.38 | 0.5 | 0.0 | 95.1 |
| Total | | | 319 | 31 | 2 | | | | | |

September's tasks are focussed on the following areas:

Task 1 - Display Screen Equipment

Task 2 - Display Screen Equipment Risk Assessment

Task 3 - Workplace Inspection

Task 4 - Fire Safety Training

With August's tasks not completed and being carried over into September, this means 8 tasks are required to be completed by those who have failed to update August's calendar.

Please make sure you complete August's task before going into September. Remember support is available from the Health and Safety Practitioner or Officer who is aligned to your sector or directorate.

Here is a link to access the [SHaW Task Calendar \(sharepoint.com\)](#)

Important Information Regarding Pension Savings Statements and Annual Allowance Tax Charges for 2022-23

Due to the administrative steps required to resolve the 2015 pensions remedy, there are new legislative deadlines for the SPPA to issue pension savings statements to people whose pension growth was more than £40,000 for 2022-23 and who are impacted by the 2015 pensions remedy.

This means that if you meet the above criteria, your pension savings statement will now be issued by 6 October **2024** rather than 6 October **2023**.

More detailed information on this, and the latest HMRC position for completion of self-assessment tax returns in these circumstances can be found on the SPPA website: [Click here to access NHS Circular 2023/09](#)

Remember, for all your latest news stories, visit our new Staffnet Hub:


[GGC-Staffnet Hub - Home \(sharepoint.com\)](#)

If something isn't right, let's talk about...
Whistleblowing



Whistleblowing

This is a way you can formally raise concerns about an issue that is in the public interest, such as patient safety or suspected malpractice. You can find out more information about the whistleblowing process by visiting National Whistleblowing Standards | INWO (spsa.org.uk). To submit a formal whistleblowing concern, please email ggc.whistleblowing@ggc.scot.nhs.uk.



Staff are reminded to make sure their [personal contact details are up to date on eESS](#)

**It is important to share Core Brief with colleagues who do not have access to a computer.
A full archive of printable PDFs are available on the [website](#)**