

Daily Brief...



Wednesday 25 June 2025

Good Financial Governance – budget holder responsibility and ‘Grip & Control’ As part of your role, some of you may hold delegated authority to manage finances for a specific area of the organisation as a budget holder. Good practice includes being aware of your budgets, making sure you consider budgetary limits, and applying other financial guidance and protocols issued by the Director of Finance. Section 6 of the Standing Financial Instructions considers financial planning, budgets and budgetary control. For some practical approaches to managing your budget see the [efficiency protocols](#): e.g. [4.-Efficiency-Protocol---Stationery.docx](#) , [5.-Efficiency-Protocol---Training-Budgets.docx](#) As a budget holder you will want to access your [Budget Holders](#) report, and a new internet page has been developed to support you (all links are to the intranet, networked devices only).

Managing staffing using the Common Staffing Methodology (CSM) Using the CSM is part of our implementation of the Health and Care Staffing (Scotland) Act. At present, use of the CSM is only required for specific staff groups: nursing, midwifery, and doctors in Emergency Departments. Colleagues in nursing, midwifery, and medical teams will lead this work to ensure consistent and evidence-based staffing decisions and to manage risk. Use of the CSM will also support financial good governance and delivery of a sustainable workforce model. For further information follow this link [Common Staffing Method, including Training and Consultation](#). (networked devices only)

A new SOP for Establishment Management through Application of Common Staffing Methodology will be shared shortly. It aims to support and embed good governance and assurance processes and will replace the version currently on the intranet site. If you have any questions, please contact the programme team via gram.staffingleveltools@nhs.scot

Missed ultrasound appointments Our radiology team is seeing a high number of missed ultrasound appointments – around 200 every month. Ultrasound scans are vital diagnostic tools for men and women of all ages, covering a wide range of health concerns. We’re trying to spread the message that while we understand plans change, we are very keen to hear from anyone who needs to reschedule – even on the day of their appointment. This enables us to offer the slot to inpatients or those waiting for urgent care. The booking team can be contacted by calling 0345 456 6677.

Scottish Improvement Leader programme NHS Education for Scotland recruitment for Cohort 53 of the Scottish Improvement Leader (ScIL) programme is now open! Applications can be made until **10am on Friday 29 August**. Information and supporting documentation are available on the [QI Zone](#) and a link [to the application pack can be found here](#). This document includes details of the delivery format and application requirements of ScIL. Informal enquiries can be directed to Gillian Poskitt (gillian.poskitt@nhs.scot) or Karen Beaton (karen.beaton@nhs.scot).

Wellbeing, Culture, and Development Wednesday

- **Take a break, be your best self** Why is it so important to take a break?

Boosts mental clarity and focus Continuous work can lead to mental fatigue. Short breaks help your brain reset, improving concentration, creativity, and decision-making.

Reduces physical strain Sitting or standing for long periods can cause discomfort or health issues. Moving around during breaks helps reduce muscle tension and eye strain.

Supports emotional wellbeing Breaks give you a chance to decompress, reducing stress and preventing burnout. Even a few minutes of fresh air or a chat with a colleague can lift your mood.

Improves productivity Stepping away from work can make you more productive. Regular breaks help maintain consistent performance throughout the day.

Encourages social connection Taking breaks with colleagues can strengthen relationships, foster collaboration, and create a more supportive work environment.

For more information see [We Care - Take a Break](#)

- **Spaces for Listening** Dates for the next quarter are now live; to find out more and get booking contacts [simply follow this link](#).

To contact WCD please email gram.wcd@nhs.scot

Tune of the day Sandy Thomson (associate director of pharmacy) is ruing missed opportunities today; back in 1982, he spotted a large queue outside The Capitol on his way to college but never thought to stop and ask why. The Rolling Stones was why. £6.50 a ticket. Regretted it ever since. Sandy has left me to choose a Stones track; I've gone for my favourite, [Sympathy For The Devil](#) (EP)

If you want to request a tune, follow up on items included in this brief, or suggest an item for sharing, drop us an email via gram.communications@nhs.scot