

Daily Brief...



Thursday 13 November 2025

Winter preparedness - Adverse Weather Arrangements and site safety With temperatures in some parts of Grampian expected to drop below freezing this coming weekend, we are sharing the Adverse Weather Arrangements for your information. [You can read it by following this link](#), it is also available on the HR section of the intranet, under 'Policies, Guidance and Lessons Learned'.

The Facilities and Estates team will start their winter programme from next Monday; helpful information about this and [what you can do to keep yourself safe is available on the intranet via this link](#), please share this with colleagues.

Managing petty cash The cash imprest policy was revised at the start of this year with an SOP circulated around those responsible for holding and managing petty cash balances, with the aim of ensuring proper handling of cash transactions across NHS Grampian. If you have any involvement with petty cash, either as a user or holder, please make sure you are familiar with the policy and follow the required procedures for all cash-related activity. Even small amounts of spend matter—ignoring these can lead to significant cumulative impact over time. Your attention to detail helps maintain compliance and supports financial integrity across the organisation.

[To read the guidance in full, simply follow this link](#) or visit the Finance section of the intranet. If you have specific queries, email gram.treasurymanagement@nhs.scot.

Social media SOS – Share Our Stuff As we hope you are aware, there are NHS Grampian accounts on several social media platforms, including Facebook, Instagram, and X (formerly Twitter). We use these accounts to share stories about our people and their achievements, and important health information for our communities. If you don't already follow us, we'd love to have you onboard.

If you do already follow us, please can we ask for some help? We regularly post information to help the public use unscheduled care services, like NHS 24, minor injury units, emergency departments, and Scottish Ambulance Service appropriately. If you spot one of these posts, please take 10 seconds to like and share them. Social media platforms no longer share posts in their order they are posted, but according to how many people engage with them. More engagement means more people see our posts, which means more people get guidance on how to take care of themselves and get the right care, in the right place. Thank you!

Patient Placement Tool Survey Thank you to everyone who came along to the International Infection Prevention Week event held at the Suttie Centre last month. As part of the event, the IPC team launched a short anonymous survey to support ongoing efforts to improve the timely and accurate completion of the Patient Placement Tool (PPT).

If you have responsibilities for admitting patients, please complete this survey to help us assess current levels of awareness, confidence, and any barriers related to the use of the PPT and isolation practices.

[You can access the survey via this link](#) or by scanning the QR code below:



Child Protection data focus report The Public Protection team has published a new quarterly data focus report, designed to offer a concise overview of key trends and emerging themes in child protection and adult protection activity across our region. [You can view the report by following this link](#). If you would prefer it sent to you directly, please contact gram.cptraining@nhs.scot. Please share with your teams and networks. Your engagement with this information helps strengthen our collective understanding and response to child protection needs across the system.

Join the Furniture Amnesty Let's give unused desks, chairs, and more a second life by sharing what's already sitting in offices and corridors nearby. It saves money, cuts waste and helps the planet. It's quick and easy, [just follow this link to access the WARP-IT re-use portal](#).

Bin stickers to assist with waste separation We are still seeing the wrong waste appearing in the wrong bins. To give a quick visual reminder, we have produced new stickers for bin lids, as follows:

- For Orange bins, to make clear batteries and metals must **never** go in these bins
- For food caddies, with a list of what can – and can't - go in these bins

Remember, getting waste in the right bins saves money and the planet. A previous audit found 12% of orange bag waste was actually non-infectious, non-clinical, packaging and plastics which could be recycled. [All available stickers and posters can be viewed by following this link](#) and can be ordered from Resources [by following this link](#).

Would you like to complete a research fellowship? There are different streams for medics, NMAHPs, and GPs and you can find out more on the [NHS Research Scotland Fellowships – Chief Scientist Office](#) website. Note the 9 December deadline for applications.

Tune of the day Aileen Tremaine bids her colleagues in gastroenterology farewell today after nearly 28 years with the team, more than 40 total with the NHS. The team want to send her on her way with their best wishes and [Don't Stop Me Now](#) by Queen (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