

The GAPF is the main Grampian forum for the conduct of employee relations. It has delegated authority from the System Leadership Team (SLT) and the NHS Grampian Board to develop and reach agreements on Grampian-wide employee relations matters subject to approval by the relevant senior management and individual Trade Unions and Professional Organisations involved.

## **Purpose of Report**

This report updates the Grampian NHS Board on items discussed at the Grampian Area Partnership Forum.

## **Recommendation**

The Board is asked to note the following items from the Grampian Area Partnership Forum meetings from June 2022 and July 2022.

### **June 2022**

**Provided with a continuously improving and safe working environment, promoting the health and wellbeing of staff, patients and the wider community. (Staff Governance Standard, SGS)**

**DL (2022)7 - De-escalation of COVID-19 infection prevention and control (IPC) measures in Health and Social Care settings to alleviate system pressures revision to the guidance**

GAPF were provided with an update in relation to the short life working group which had been established to take forward the changes and that a number of these were now complete.

### **Health and Safety Executive (HSE) Visit Update**

Violence and aggression accounts for the highest number of adverse events affecting staff and the HSE currently have a national campaign to look at this issue. The HSE visited a few areas in ARI. Improvement notices and a notice of contravention had been issued with a six month timeline to respond to the gaps highlighted, with regular updates on progress. The HSE noted that NHS Grampian was working well with Health and Safety Representatives and that a lot of work had gone into improving the management of the gaps highlighted.

## **Treated Fairly and Consistently, with Dignity and Respect, in an environment where Diversity is Valued. (SGS)**

### **Organisational Change Policy**

The reviewed Organisational Change Policy was presented for approval. GAPF approved the policy on the condition there was no requirement for an amendments to be made.

### **Change Management Oversight Group**

The group had reviewed the Organisational Change Policy which had been presented for approval. The focus of the group had moved on to ensuring they understood and supported all organisational change processes. This included what the proposed change was, where it was and what stage of the process had been reached to ensure each was implemented timeously. The group would also look at overlaps of proposed changes and ensure these were taken in to account during all stages of change and that all stakeholders were involved including Partnership, HR, managers and staff. Work was ongoing to look at a framework for organisational change to ensure each process is consistent and work is ongoing around softer skills for managers on how to nurture the workforce and manage change. The hope was to make the organisational change process as good as it could be for all those involved.

### **Deactivating the Management of the Workforce during and after Major Incidents including Pandemic Policy working group**

There were 27 provisions within this policy and the group was looking at how to deactivate each of these, with recommendations being developed by the group. Directives from Scottish Government were received during the pandemic and the group had to await further guidance on deactivating these. The priorities identified included staff temporarily deployed, additional hours worked by staff and the use of special leave (albeit recognising this was a Scottish Government provision). The next task was to collate the information and understand the scale of work to take forward. The Scottish Government were due to release a circular regarding the transition on 1 July 2022. It was recognised that the work of the group would use a lot of capacity from managers, Partnership Reps and HR staff to be able to do this properly and recognition of the need for this resource was asked to be acknowledged.

## **Well Informed. (SGS)**

### **Finance Update**

A presentation was provided on the financial situation and it was reported that for the financial year 2021/2022 NHS Grampian met all the financial targets. Financial year 2022/2023 had a gap in funding requirement of £24m. The pay settlement for staff had yet to be agreed. The uplift from the Scottish Government for any pay uplift was 2% from base so any higher agreement plus on costs would become a cost pressure for the Board. The Scottish Government to confirm 2023/2024 long term funding.

## **Involved in Decisions. (SGS)**

### **Smarter Workplaces**

The group were updated on the Smarter Workplaces programme. The Managers toolkit had been drafted and was being trialled by the Early Adopters. Some teams in the Early Adopters were having challenges around capacity. Support was being provided and the pilot was moving forward. The delivery report would include options to be considered. Hybrid working was part of smarter working, but also estate rationalisation.

### **Plan for the Future**

GAPF were presented with an update on the Plan for the Future. Those in attendance acknowledged the significant amount of work undertaken and were thankful for the opportunity to engage and to enable members of the group to be part of the plan and part of the delivery plans going forward.

## **July 2022**

## **Involved in Decisions. (SGS)**

### **Smarter Workplaces**

An update was presented to GAPF from the Smarter Working Programme Board and the Early Adopters Group. GAPF were asked to provide feedback on the draft Managers Guidance. GAPF were also advised that the first workshop for the Change Champions had taken place.

### **Plan for the Future – Delivery Plan consultation & engagement**

An update was presented to GAPF on the Plan for the Future and the draft delivery plan. GAPF were asked to review the draft documents for the delivery plan and provide any feedback.

## **Treated Fairly and Consistently, with Dignity and Respect, in an environment where Diversity is Valued. (SGS)**

### **Deactivating the Management of the Workforce during and after Major Incidents including Pandemic Policy working group.**

An update was presented to GAPF on the ongoing work from the short life working group. Work was continuing to consider the 27 provisions and to inform the recommendations which the group were developing. The Scottish Government circulars had been received and were being actioned.

**Provided with a continuously improving and safe working environment, promoting the health and wellbeing of staff, patients and the wider community. (SGS)**

**Health and Safety Executive (HSE) Visit Update**

An update was presented to GAPF on the work being undertaken by the short life working group towards the action plan in response to the improvement notices and notice of contravention.

**DL (2022)7 - De-escalation of COVID-19 infection prevention and control (IPC) measures in Health and Social Care settings to alleviate system pressures revision to the guidance.**

An update was presented to GAPF on the work undertaken by the short life working group following the Scottish Government circulars which had been received. The update also highlighted the areas of focus being considered going forward.

**Appropriately trained & developed (SGS)**

**Wider Cohort System Leadership Monthly Meeting Statutory & Mandatory Training SLWG**

An update was presented to GAPF on the work of the short life working group which had been established to consider the specific actions for statutory and mandatory training requirements, endorsed by the Chief Executive Team. The opportunity for members of GAPF to join the short life working group was also highlighted.

**Well Informed (SGS)**

**Prevent Workshop**

GAPF were advised that following the recent Prevent Policy consultation; it had been agreed to schedule a workshop to highlight the work that had been undertaken and was continuing in relation to Prevent and to promote the support and resources available for staff. Further information to be circulated once available.

**Finance Update**

A presentation was provided to GAPF to highlight the Quarter 1 position. GAPF were also asked to consider what actions could be progressed, both nationally and locally, in partnership, to address the challenging financial position.

**Policies Sub-Group Annual Update**

The annual update from the GAPF Policies Sub-Group was presented to the meeting. The update highlighted the work progressed by the group, acknowledging the continued pressure in the System. An update was also provided on the national Once for Scotland Workforce Policies Programme, which had restarted.

## **Short Life Working Group Band 2 Nursing/Midwifery Health Care Support Worker Re-Banding Process**

GAPF were provided with an update on the work being progressed by the short life working group which had been established in response to a review, following which, the Job Evaluation Group of the UK Staff Council issued revised Band 2 and 3 Nursing/ Midwifery Health Care Support Workers profiles. In recognition of this the Scottish Terms and Conditions Committee (STAC) asked Boards in NHS Scotland, in a letter dated 19 January 2022, to review all Band 2 Nursing/ Midwifery Health Care Support Worker job descriptions against the new profiles to ensure they are up to date and reflect the role and responsibilities of the post holder as of 1 October 2021. This being the date that will be applied for any posts that are upgraded from a Band 2 to a Band 3. Boards were asked to take forward this work in partnership under the auspices of their Area Partnership in accordance with NHS Scotland' Agenda for Change Job Evaluation Policy.

### **Integrated Workforce Plan**

GAPF were presented with an update on the work which had been undertaken to develop the integrated workforce plan. GAPF were also advised of the work being undertaken to align future workforce planning with the Plan for the Future.

**Rachael Little**

**Employee Director**

**Co-Chair, NHS Grampian Area Partnership Forum**

**July 2022**