

---

## **Purpose of Report**

This report updates the Grampian NHS Board on key issues arising from GAPF.

## **Recommendation**

The Board is asked to note the following key points from the 9 January 2019 and 13 December 2018 meetings:

### **January 2019**

#### **Compliance with the Trade Union (Facility Time Publication Requirements) Regulations 2017**

Following the initial meeting of the short life working group (SLWG), a paper was approved at the January GAPF regarding the next steps in regard to complying with the above regulation for 2018/19. A communication for all managers and accredited staff side representatives will be drafted by the SLWG. The communication will cover the points listed below:

- Requirements for all accredited staff side representatives to complete and submit a form on a monthly basis.
- Inform of an extended deadline for April 2019 to ensure all March 2019 forms are submitted.
- Improved communication regarding an accredited staff side representative who has a planned absence.
- Additional guidance to assist with consistent completion of the form.

## **Clinical Waste**

GAPF were provided with an update regarding the ongoing work within Facilities & Estates in relation to the national issue which had arisen with the collection of clinical waste. GAPF thanked the staff within Facilities & Estates for the update and for the work being undertaken.

## **Once for Scotland Workforce Policies Workstream**

A number of GAPF representatives would be attending the first in a series of workshops to discuss the workforce policies included in phase 1 of the above workstream. The workshop was scheduled to take place on Wednesday 16<sup>th</sup> January 2019 in Dundee and would cover the workforce policies listed below:

- Employee Conduct, Employee Capability and Grievance.
- Attendance management.
- Whistleblowing and Bullying & Harassment.

**December 2018**

### **GAPF Big Rocks**

GAPF are continuing to take forward the big rocks work started in May 2018 and updates are provided at each meeting. A SLWG has been set up to take forward some of the identified actions with a particular focus on improving communication with the wider staff group.

### **Local Partnership Forums**

Following discussion, it was agreed that the Co-Chairs of each of the local Sector Partnership Forums would attend a number of different Sector Partnership Forums to encourage networking and sharing of good practice.

### **Communication to Board Members**

As an assurance committee to the NHS Grampian Board, GAPF, as part of the ongoing big rocks work would like to improve communication with members of the Grampian NHS Board. A number of the Non Executive Board members have been able to attend the GAPF meetings recently and an invite to all NHS Grampian Board members will be extended for the annual GAPF development day in May 2019.

**Rachael Little**

**Employee Director  
Co-Chair, Grampian Area Partnership Forum  
January 2019**