



North Central London
Clinical Commissioning Group

Directorate Staff Briefing

17 November 2021

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NCL Integrated Care Board Chief Executive appointment



- Frances O'Callaghan has been successfully appointed as the Designate Chief Executive for the NHS Integrated Care Board (ICB) for North Central London.
- Frances's appointment has been welcomed by Sir David Sloman, Regional Director of the NHS in London: "Frances O'Callaghan will bring a tremendous amount of knowledge and expertise to North Central London ICS and I'd like to congratulate her on this new appointment."
- Mike Cooke, Designate Chair and Frances will now begin the process to define the Integrated Care Board level structure in accordance with the NHS England requirements on the governance and management arrangements that will enable the ICS to deliver its functions effectively.
- Board level roles will include the statutory minimum membership of the board of each ICS NHS Body such as the Chief Medical Officer, Chief Nurse Officer, Chief Finance Officer, Non-Executive Directors and Partner Members.
- We will keep you updated on progress on the establishment of the ICB.

Supporting the transition towards the NHS NCL Integrated Care Body

- It is envisaged that all functions of a CCG will transfer to the statutory ICS and therefore all staff below board level will lift and shift from one organisation to the other in accordance with the national employment commitment.
- Throughout the transition period, the employment commitment aims to ensure continuation of the good work being carried out by the current group of staff (below board level) is prioritised by minimising disruption.
- The transfer of staff from the CCG to the ICB will be managed in accordance with the national guidance from NHSEI, the [CCG's Change Management Policy](#) and good practice.
- It is envisaged that the consultation process with all staff on the transfer arrangements from the CCG to the ICB will commence in January 2022.
- Further information about the transfer process and indicative timescales will be shared with staff once received from the national NHSEI team.

ICS transition: new website and intranet

- As part of our transition to an Integrated Care System, we are starting the development of a new website and intranet.
- We will need contributions from colleagues as this important piece of work is undertaken over the next 5 months. This will include designating page owners from across the organisation to ensure the content remains up to date.
- We will seek views of all staff via a survey in the coming weeks, but would also like to invite anyone that has a particular interest in website and/or intranet development to be involved in a small working group.
- If you'd like to be a part of this group, please send an email to the Communications and Engagement team: nclccg.communications@nhs.net
- We will look to kick this group off next month.

Mental health support

- Staff health and wellbeing remains a huge priority for us and we want to make sure that everyone is aware of the range of support that is available to them
- This includes the Keeping Well NCL Hub which provides a number of resources to support organisations, teams and individuals, such as:
 - 1-1 support with Psychological Wellbeing Practitioners through a live chat function enabling real-time signposting and onward referral into local services as required
 - Mental Health and Wellbeing webinars and podcasts
 - Top tips, templates and ideas on how to have Wellbeing Conversations with your colleagues
- We also have Mental Health First Aid trained champions in the CCG who staff can contact to talk about any areas of their wellbeing and mental health.
- [Visit the wellbeing section of our intranet](#) for more information on the full range of support available.

Annual leave carry over

- Our annual leave year runs from 1 April – 31 March.
- Taking regular annual leave is extremely important for wellbeing and we encourage staff to use their full annual leave allowance every year to ensure they have regular breaks to recharge their batteries
- Our [annual leave policy \(available on the intranet\)](#) allows people to carry over a maximum of 5 days' annual leave into the next leave year.
- Due to staff supporting the Covid-19 response, staff were able to carry over up to 10 days' annual leave into 2021/22.
- The recent EMT decision is that we maintain the CCG's position within the annual leave policy, in that staff will be able to carry over a maximum of 5 days' annual leave into the next leave year (2022/23).
- Executives can agree up to 10 days if there are any exceptional circumstances that mean staff have been unable to take annual leave.
- If managers would like to discuss any exceptions, please contact your HR Business Partner.

Mandatory vaccines for NHS staff



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- The government has announced that from 1 April 2022, it will be compulsory for all patient-facing frontline staff working within the NHS in England to have received both doses of the COVID vaccine
- We are seeking confirmation from NHS England as to their definition of frontline staff so that we understand how this decision will affect our staff - we will let you know as soon as we have further information
- We continue to encourage all staff and residents to take up the offer of a COVID vaccination - a full list of the vaccination walk in centres in NCL is available [on our website](#)
- Staff are also reminded that the CCG will reimburse the cost of a flu jab for those who are not eligible to have one for free on the NHS (please submit your receipt via Workforce expenses)

Change to UK threat level

- Colleagues may be aware that the Home Secretary has sadly announced that the current National Threat Level has been raised from substantial (meaning an attack is 'likely') to severe (meaning an attack is 'highly likely').
- This change has happened in light of the incident in Liverpool on Sunday
- The police have confirmed that *“the change in threat level is a precautionary measure and not based on any specific threat. Whilst we want the public to remain alert, they should not be alarmed by this change.”*
- We want to make sure that all staff are aware of this change in threat level, and that we all remain alert and vigilant when out and about
- Further information regarding the change is available here:
<https://www.mi5.gov.uk/threat-levels>
- As a CCG we are kept informed via our emergency planning leads within the corporate services directorate

Development of a single NCL Fertility Policy

- A draft single Fertility Policy for NCL has been produced following an in-depth review process. It is proposed to replace the five borough legacy policies currently still in place.
- The draft policy represents a significant improvement for most of our population as it expands the provision of NHS-funded fertility treatment in a number of boroughs.
- If implemented, the policy would offer equitable provision of NHS-funded treatment across the five boroughs in North Central London.
- Having a single policy would offer residents and clinicians greater clarity and consistency on the eligibility, provision and funding of specialist fertility treatments. We envisage this would also improve patients' experience.
- We will be undertaking a 12 week engagement period (starting on 22 November '21 and running to 13 February '22) to seek feedback on the policy.
- For more information, please see the CCG website or you can contact the team by email: nclccg.fertility-development@nhs.net

Primary and secondary care interface group

- With primary and secondary care continuing to experience significant levels of pent-up demand, the pandemic has highlighted the need to be able to quickly work through operational issues as they arise.
- To address this need, a Primary and Secondary Care Interface Group has been formed.
- The group aims to support primary and secondary care in tackling a range of issues around areas such as test and diagnostic communications, the management of patients on waiting lists, the use of Advice and Guidance services and more.
- The group is made up of CCG Governing Body GPs, LMC representatives, NCL Project Leads, and a representative from each of the NCL Trusts' Clinical Interface Groups. We are working with secondary care to increase membership.
- With a small Programme Management Office now established, the group is focusing on some key workstreams, complementing the work of Trust interface groups already in place.

Primary and secondary care interface group continued

- Key workstreams for the group include:
 - **Provider discharge protocols** – a review of discharge protocols into primary care, linking in with our community services, identifying opportunities for reviews and shared care arrangements.
 - **Diagnostic pathways** – a review of diagnostic pathways will be carried out, exploring how primary, secondary and community diagnostic hubs can better work together to reduce hand-offs between organisations.
 - **Prescribing policies** – exploring opportunities to roll out electronic prescribing from secondary care into community pharmacies
 - **Referral Support Service** – exploring options for how the service could further support patients to navigate between primary, community and secondary care
 - **Communication, engagement and information flows** – ensuring key stakeholders and patients are provided with timely and helpful information to manage their care and expectations.
- For more information please contact Lara Waywell: lara.waywell@nhs.net

Anti-bullying week 2021

**ONE
KIND
WORD**

- This week is Anti-Bullying Week
- This year the theme is '*One Kind Word*', emphasising the positive impact a small gesture or comment can have on someone else's day
- The Anti-Bullying Alliance has a range of free CPD-certified anti-bullying training for anyone that works with children and young people
- The campaign has a child focus but we know that it affects adults too, can contribute to poor mental health and is a factor in suicide
- If you think you need support you can contact [our Freedom to Speak Up Guardians or Ambassadors](#)
- See last Friday's Staff News for more information and resources that can support you

Professional behaviours, dignity and respect – training courses

- Although our mid-year pulse survey results show that there have been improvements, we know that there is still more to do to ensure that no one within our organisation experiences bullying or harassment of any kind.
- We have organised two really good courses for all staff to support the use of professional behaviours within our organisation, and we want to encourage staff to book on:
 - A workshop on dignity and respect which will involve live demonstrations with actors addressing bullying and harassment in the workplace (7 December, am or pm)
 - A session on professional behaviours on Monday 13 December, 2.30-4.30pm
- The courses will help staff to understand organisational expectations of behaviour; to feel more confident about what constitutes inappropriate and harmful behaviour in the workplace; to know where and how to access support; and to identify practical actions to create a healthier, more inclusive working environment.
- Full details are available on the [Learning Hub on the intranet](#), along with booking info
- Please contact Nclccg.od@nhs.net for further information

National adult safeguarding week 2021



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- This week is National Adult Safeguarding Week and the theme is ‘creating safer cultures’
- Each day of the campaign is focusing on an aspect of that theme
- Promoting safer cultures is all about how organisations and individuals can take steps to minimise harm occurring in the first instance, whilst simultaneously ensuring correct policies and procedures are in place so that safeguarding concerns that are raised, are recognised and responded to effectively.
- Safeguarding is a big part of what we and our partners do for our residents
- Throughout this week there is training and resources available to build our capability and awareness of matters related to adult safeguarding
- For more on the campaign, see our website or visit www.anncrafttrust.org
- If you have a concern about potential abuse or neglect, you should approach the adult safeguarding designate in the borough where the safeguarding concern occurred.

Fraud awareness sessions

- A number of interactive virtual training sessions will be delivered by our Local Counter Fraud Specialists over the next few weeks to mark International Fraud Awareness Week
- Each session is 45 minutes long and can be accessed [via this MS Teams link](#)
- Sessions include:
 - General fraud, bribery, conflicts of interest (for all staff)
 - Cyber fraud (for all staff)
 - Finance fraud update (for finance staff)
 - Recruitment fraud update (for HR/recruitment staff)
- There are multiple dates for each session from this week onwards. Full details are available on the [Counter Fraud intranet page under the 'Training' drop down](#).
- Contact kate.harrington-stillwell@nhs.net for more information
- Thank you in advance for attending - everyone has a part to play in fighting NHS fraud

Some reminders and upcoming events

- **NHS staff survey** – thank you to everyone who has completed the survey already - the deadline is next Friday (26 November)
- **Email signatures** – please make sure you have a detailed email signature set up for both new emails and replies you send – this really helps colleagues to know who everyone is and how to contact them when we are working remotely. Please contact the comms team if you need any help (Nclccg.communications@nhs.net)
- November is **Islamophobia awareness month** – watch out for Friday's staff newsletter when we will be sharing some useful resources and events to raise awareness of this important month
- Don't forget to visit the **Learning Hub** on the intranet to see the range of courses available to support staff development – upcoming sessions include effective communication skills; micro-aggressions and allyship; developing assertiveness.