



North Central London  
Clinical Commissioning Group

# Directorate Staff Briefing

9 February 2022

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# NCL Integrated Care System Transition update

# North Central London ICB Executive Management structure

- The consultation process with the NCL CCG Executive Management Team members has now concluded, and the new NCL Integrated Care Board Executive Management structure shared.
- This structure includes the statutory roles that each ICB is required to have on the Board – the Chief Medical Officer, Chief Nursing Officer and Chief Finance Officer.
- The [structure chart](#) provides an overview of the functions that will sit under each Executive role in the new structure. Please note that the structure chart does not provide an exhaustive list of all teams that will sit within each portfolio – so please don't worry if your team isn't explicitly listed.
- Some posts in the new structure are subject to an internal selection process for displaced members of the current NCL CCG Executive Management Team and will be managed in accordance with NCL CCG's Change Management Policy.
- The remaining posts will be subject to an external recruitment process.

# North Central London ICB Executive Management structure

- Both processes are now underway. The four external roles are now advertised on NHS Jobs:
  - Chief Medical Officer: <https://www.jobs.nhs.uk/xi/vacancy/917001839>
  - Chief Nursing Officer: <https://www.jobs.nhs.uk/xi/vacancy/917001929>
  - Chief Finance Officer: <https://www.jobs.nhs.uk/xi/vacancy/917001870>
  - Chief People Officer: <https://www.jobs.nhs.uk/xi/vacancy/917001899>
- Following the completion of the relevant recruitment and selection processes, the timing for implementation of the new structure will be shared.
- Staff will be informed of any changes to the accountable Executive-level Director/Officer for their function, if applicable, at this time.
- In the meantime, the current NCL CCG EMT structure will remain.

# North Central London ICB Constitution



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- As part of forming the NHS North Central London ICB as a statutory body, we are drafting a Constitution that will set out the governance and leadership arrangements.
- This will be formally approved by NHS England and NHS Improvement as part of the creation of the new body.
- Work is underway to develop the ICB Constitution and we will be sharing further details with partners throughout February for their feedback on our governance proposals.
- It is proposed that the ICB Membership will comprise 13 voting members.
- These are: NCL ICB Chair, CEO, Chief Medical Officer, Chief Nursing Officer, and Chief Finance Officer; two independent Non-Executive Members; two Partner Members for NHS Trusts/ FT; one member from a Local Authority (our preference is that this needs to be a Council Leader); two from primary care; and a UCL Health Alliance representative.
- The Constitution is a technical document about the running of the ICB and will not set out our plans for the governance of borough partnerships. The draft Constitution is available [on our website](#).
- This work is being developed with system partners and will be a locally owned process.



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# London Shared Service (LSS) In- housing Update

# LSS In-housing Update

- Colleagues at the London Shared Service (formerly North East London Commissioning Support Unit or NEL CSU) continue to undergo a consultation process on the proposed transfer of staff and services to a number of NHS organisations, including NCL CCG.
- The formal 30 day staff consultation period ends on 15 February 2022.
- The process for staff transferring to the CCG will be managed in accordance with the Transfer of Undertakings (Protection of Employment) Regulations (TUPE)
- Approximately 129 staff will transfer to NCL CCG on 1 April.
- The CCG will confirm the line management arrangements for LSS staff transferring to the CCG following the outcome of the formal consultation process has been confirmed.
- The HR team will work with CCG Directors that will be receiving staff and services to ensure that transferring colleagues have a clear induction programme to the CCG and the team they are joining.
- We look forward to welcoming our new colleagues joining us from London Shared Service.



# Services to transfer to NCL CCG

- The following table below provides an overview of the services that are planned to transfer to the CCG and the CCG Directorates that services/staff will be aligned to on transferring to the CCG:

LSS Team	CCG Directorate
Cancer Commissioning	Borough Directorate
Finance	Finance Directorate
Freedom of Information (FOI)	Corporate Services Directorate
Information Governance	Corporate Services Directorate
Individual Funding Requests and Prior Approval	Quality Directorate
Infection Prevention and Control (IPC)	Quality Directorate
MDT – Business Intelligence/Specialist BI	Strategy Directorate
MDT – Contracts	Strategic Commissioning Directorate
MDT – Performance	Borough Directorate
Medicines Management and Optimisation (MMO)	Borough Directorate
Operational Claims	Strategic Commissioning Directorate
Quality and Patient Safety	Quality Directorate
System Surge and Winter Pressures	Borough Directorate

- In addition, NCL CCG is the proposed host organisation for the System Surge and Winter Pressures Team for both NCL CCG and NEL CCG.
- ICT services are planned to transfer to SWL CCG on 1 April 2022 as a host for a transition period, with final destinations expected on 1 April 2023.
- If you have any questions please speak to your Director or HR: [nclccg.nclhrtransition@nhs.net](mailto:nclccg.nclhrtransition@nhs.net)



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# Other updates

# Mandatory vaccination update (vaccination as a condition of deployment)

- The Government passed legislation requiring vaccination as a condition of deployment which was due to come in from 1 April 2022. However, on 31 January 2022, the Secretary of State announced that this decision is being revoked (although the decision is subject to Parliamentary process and will require further consultation and a vote to be passed before the legislation is formally revised or revoked).
- Following this announcement, the CCG will be pausing requirements for managers to meet with relevant staff that are likely to fall within scope of the legislation in order to seek confirmation of their vaccination status.
- We would like to thank all those colleagues who have taken up the offer of a COVID vaccination and provided their vaccination status along with all those who have supported them to do so. We appreciate that this has been a very challenging and worrying time for some people and we are committed to continuing providing as much support as we can to staff.

# Mandatory vaccination update

- We continue to encourage vaccination uptake as the best way of keeping service users and staff safe. Please note that the offer to have the COVID vaccine is still open - individuals can access a vaccination by booking on the [National Booking Service](#).
- We are committed to supporting individuals who have not yet received the full course of vaccination through compassionate conversations to help support them to make an informed decision about whether to be vaccinated and address their personal concerns.
- [Our website](#) has lots of vaccine information, including answers to common questions about their safety, effectiveness and how to book an appointment.
- The CCG will continue to keep staff up to date, pending the outcome of the Parliamentary process and further national guidance from NHSEI.
- Should staff have any questions or would like any further information in the meantime, including any support that would be helpful during this time, please do speak to your line manager in the first instance or contact your Directorate HR Business Partner.

# Social media comment moderation policy

- The CCG uses a number of social media channels such as Twitter, Facebook, Instagram and YouTube as a way of engaging and communicating with stakeholders across NCL
- We have developed a short policy which outlines our policy for moderating comments and questions that we receive through these channels. The policy is in line with other NHS organisations' approaches, including NHS Digital and NHS England.
- The policy outlines the situations in which we will moderate, block or report comments we receive, for example if they are malicious or offensive in nature, or incite hatred on the basis of any personal characteristic.
- We are also starting to develop a broader and more wide ranging social media policy for the organisation (of which this moderation policy will become a part). The broader policy will also include guidance for staff to help people make appropriate decisions about their use of social media platforms. We will continue to keep staff informed as this policy develops.
- The comment moderation policy is available [on our website](#). If you have any questions, please contact the comms team on [nclccg.communications@nhs.net](mailto:nclccg.communications@nhs.net)

# Staff wellbeing and support

- At the recent All Staff In Conversation event Frances and Ian reiterated the CCG's commitment to supporting the wellbeing of our staff.
- The [Staff wellbeing and support](#) section on our intranet has information about the things we have on offer, including:
  - support through our occupational health service
  - the NCL Wellbeing Hub
  - our mental health and wellbeing champions
  - information on staff benefits available to NHS staff,
  - Information on upcoming activities including mindfulness sessions, cookalongs, and the diversity and inclusion book and film club
- We are working on a number of other things, which will be launching soon. These include development of a menopause and andropause policy, training to support line managers to have wellbeing conversations with staff, a car lease scheme and re-establishing our cycle to work scheme.

# Staff wellbeing and support



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- Coming next month is the return of **The Big CCG Quiz!** We are looking for teams of four to join our FA cup style ‘knock out’ quiz. All you need to do to enter is find your team of four (it can be any mix of staff from the CCG), agree your team name and nominate a ‘team captain’. Please send your team details to Ami Anttila ([amina.anttila@nhs.net](mailto:amina.anttila@nhs.net)) by Friday 4 March. Matches will start later in March.
- We also have a session on musculoskeletal wellbeing next week (Tuesday 15 February at 2pm). This will focus on providing an understanding of how the musculoskeletal system is impacted by home working. All staff should have the invite in their diaries – if not, please contact the comms team. We will be recording the session for any staff who are on leave.
- Finally, please let us know if you have ideas for other wellbeing activities or areas that we should be focusing on – we are very open to all ideas! We are also thinking of setting up a staff group to help us with our wellbeing programme, so if you might be interested, please let us know – [nclccg.od@nhs.net](mailto:nclccg.od@nhs.net)

# Job shadowing update

- Before Christmas, we talked about our commitment to support staff at all levels to access internal job shadowing opportunities and put a call out for people who were happy to be a 'shadowing host'.
- Thank you to those who have volunteered to be hosts so far - we have matched some people with shadowing opportunities, and now want to expand this further.
- There is so much that can be gained from job shadowing – it can give an insight into how other parts of the CCG deliver their services, as well as helping to build internal networks. Job shadowing also provides individuals with an opportunity to gain a better understanding of other areas or roles they may be interested in.
- So far we have had hosting offers from colleagues who work in a range of areas including quality, transformation, communities, strategy, and risk and governance. If you would be keen to shadow someone in these areas, please let us know.
- Equally, if you would like to shadow someone else in another area, or if you would be happy to be a 'shadowing host', please contact our OD team: [NCLCCG.OD@nhs.net](mailto:NCLCCG.OD@nhs.net).



# New CCG Corporate Induction



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- The new and revised NCL CCG Corporate Induction has launched this month.
- The Corporate Induction will provide new starters with informative content and the opportunity to meet and network with key contacts across the CCG and beyond.
- The sessions will run on a rolling monthly cycle, and will consist of 14 x 30 minute sessions including: CCG Vision and Values; Quality and Safeguarding; Strategic Commissioning; Finance; HR; Equality, Diversity and Staff Networks; Communications and Engagement; and Governance, Risk and Decision Making.
- As the sessions will be spread across the month, rather than one full day, staff will have the flexibility to attend based on their schedule.
- Staff can book on to these sessions via the [Corporate Induction page on the Intranet](#)
- Although these sessions are designed for new starters, they may also be of interest to other staff members who are also welcome to book on to any of the sessions.
- If you have any questions, please contact [nclccg.hr@nhs.net](mailto:nclccg.hr@nhs.net)

# Information Governance training

- Any staff who haven't completed their mandatory Information Governance training on Workforce and would prefer to do a 'face to face' session on MS Teams instead, can book onto one of the following sessions:
  - Wednesday 9 February - 1 - 2:30pm
  - Friday 11 February - 10 - 11:30am
  - Thursday 17 February - 10:30am - 12pm
  - Tuesday 22 February - 11am - 12:30pm
  - Friday 25 February - 1:30 - 3pm
- To book a space, ask any questions, or if you have already completed the training and it is not showing on Workforce, please contact [nelcsu.information-governance@nhs.net](mailto:nelcsu.information-governance@nhs.net)
- You can view your mandatory training requirements via Workforce (clicking on the Learning and Development tab) – and see any courses that are outstanding and need to be completed.

# LGBT+ History Month



- February is LGBT+ History Month and this year's theme is 'The Arc is Long'.
- The month will provide a period of reflection, as throughout the pandemic, LGBTQ+ people have faced a unique set of health challenges.
- Throughout February, there will be an article featured in every CCG staff newsletter exploring LGBT+ history.
- Last Friday's newsletter highlighted some pioneering LGBT+ figures (hopefully all staff are receiving our newsletters, but if you're not, please do contact the comms team on [nclccg.communications@nhs.net](mailto:nclccg.communications@nhs.net))
- More information on LGBT+ History Month and LGBT+ resources can be found on the [intranet](#).

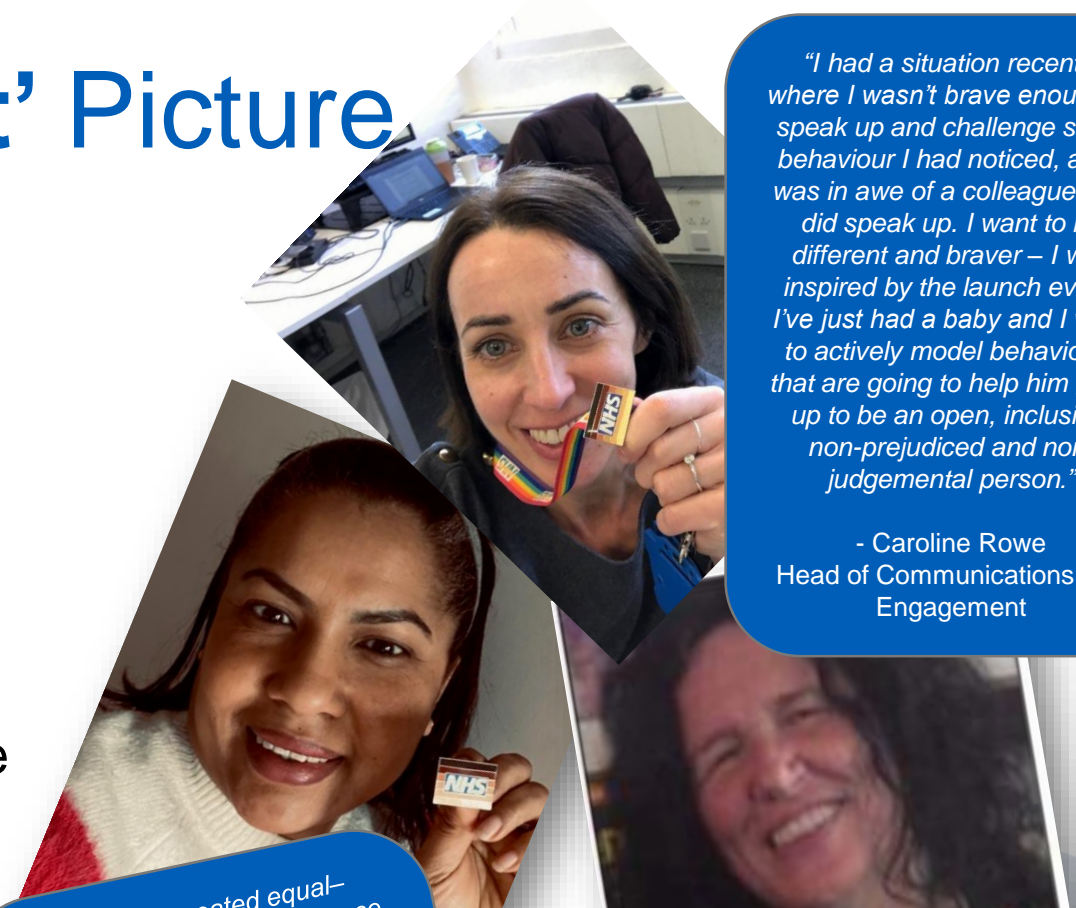
# Send in your 'See ME First' Picture

Since the launch of our **NCL CCG See ME First** Campaign on 8 July 2022 we have received 75 pledges sharing experiences of how we will be the voice of change and pillar to challenge any form of discrimination/inequality.

If you have collected your See ME First Badge from our Business Services Team, please send us a picture of you wearing it proudly at: [nlccg.bame@nhs.net](mailto:nlccg.bame@nhs.net)

We would love to make a See ME First collage of how we as a team are committed to an inclusive and diverse organisation.

If you haven't yet made your pledge, please fill out the short pledge form on the [See ME First intranet page](#).



*"We all are created equal—regardless of colour, creed, race, religion, ability or sexual orientation - and deserve respect, tolerance and understanding. There is no place for discrimination & I am committed to ensuring this is identified and addressed."*

- Stacey Kennedy  
Chair, NCL CCG BAME Staff Network

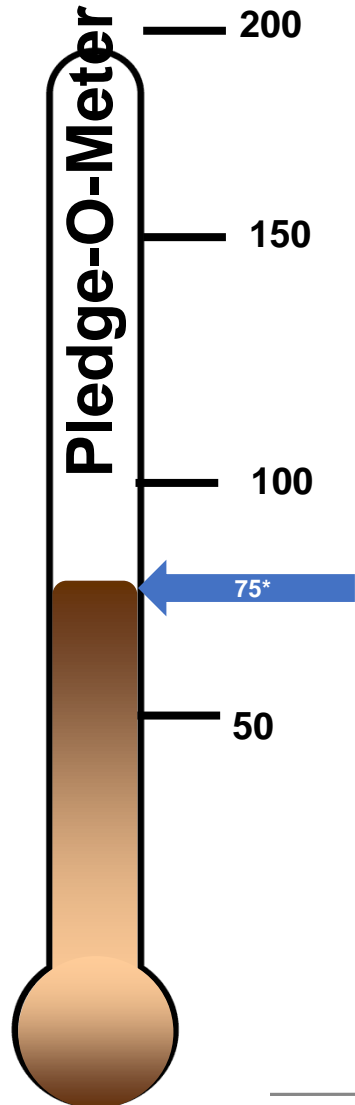
*"I had a situation recently where I wasn't brave enough to speak up and challenge some behaviour I had noticed, and I was in awe of a colleague who did speak up. I want to be different and braver – I was inspired by the launch event. I've just had a baby and I want to actively model behaviours that are going to help him grow up to be an open, inclusive, non-prejudiced and non-judgemental person."*

- Caroline Rowe  
Head of Communications and Engagement

*"I pledge my support to the 'See ME First' Campaign as I want to be part of an open, listening and understanding culture where I will be an upstander and not a bystander when I feel I need to speak up about any form of discrimination."*

- Angela O'Shea  
Vice-Chair, NCL CCG BAME Staff Network

# 'See ME First' Pledge Wall



"I will amplify the ideas and voices of my black and minority ethnic colleagues to make our organisation truly representative and inclusive"

"I believe that we are all valid and valuable human beings. However no single being is more valid nor valuable than the other"

"I have seen repeated micro aggression and the cumulative effect it has on the victim and morale of staff around them"

"By pledging and supporting the wearing of the 'See ME First' badge, I hope to encourage others to do the same - helping promote the values of being open, non-judgemental and showing respect to each other. I have personally encountered racism, and seen others experience the same. It's time to look beyond and see not colour but the person in front of us"

"There is power in support and if I can help another in understanding what diversity and inclusion means, it may empower them to move mountains to create a more inclusive way of being"

# Some reminders and upcoming events

- **Ask EMT** – Thursday 10 Feb, 9-9.45am – this is a drop in session for any staff who have a question they'd like to ask members of EMT. All welcome! The MS Teams link is available on the [intranet 'Ask EMT' page](#)
- **Female Genital Mutilation (FGM) awareness event** – Sunday was International Day of Zero Tolerance to FGM and we are holding an awareness session for all staff on Friday 11 Feb, 11.45am -12.30pm on Teams. The invite has been sent to all staff.
- **Other February awareness weeks/days** – please have a look at our intranet and staff newsletter to read more about Racial Equality Week, Children's Mental Health Week, Safer Internet Day and Sexual Abuse and Sexual Violence Awareness Week.
- **Future directorate briefings** – please do let your director or the comms team know if there's anything you'd like to hear about in our fortnightly briefings, or if there's any work your team is leading on that you think would be good to talk to about more widely – [nclccg.communications@nhs.net](mailto:nclccg.communications@nhs.net)