



North Central London
Clinical Commissioning Group

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Staff Briefing

Thursday 21 May 2020

Message from Frances O'Callaghan



North Central London
Clinical Commissioning Group



System Recovery: submission to NHS London



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- We submitted our first draft of our NCL system-wide Recovery Plan to NHS London last week.
- Frances O'Callaghan, Rob Hurd, Jo Sauvage, Mike Cooke and Trust CEO and clinical colleagues presented our plan (with a particular focus on ITU and elective care) to David Sloman and his team.
- The plan continues our commitment to integrated working across the five boroughs that make up North Central London; integral to the plan is continued close working with the five Councils.
- We are confident in the plan we have and the collaboration that it exhibits.
- Initial feedback has been really positive, and there will be a further session in the near future focussed on primary, community and mental health services.

System Recovery: restarting elective activity

- One of the major impacts of Covid-19 has been the cancellation of elective activity in hospital.
- Now that the number of Covid-19 patients is reducing across London, there is an increased need to restart elective work that is of high clinical priority,
- This will be undertaken with maximum precaution while Covid-19 remains present within the wider community.
- Infection prevention and control guidance, PPE availability and rapid testing of patients will all affect what can be done, where and when.

System Recovery: restarting elective activity

- Matt Shaw (CEO of Great Ormond Street Hospital) is leading an analysis of demand and capacity, so that services can be prioritised and recommence safely, in line with the NCL Clinical Advisory Group (CAG) recommendations; decisions are then taken by the Gold system group, where Jo Sauvage, Frances O'Callaghan, Ian Porter, Tony Hoolaghan and Will Huxter represent the CCG.
- We will keep all staff informed of progress via our internal communications channels.

Working from home arrangements

- Frances wrote to all staff last week following the Prime Minister's national address on Sunday 10 May.
- While the address encouraged people that could safely return to work to do so, at present there are no immediate plans to have NCL CCG colleagues back in the office.
- We are continuing to review the arrangement, and will not be asking staff to return until we are confident it is entirely safe to do so.
- We will be keeping all staff up to date as decisions around working arrangements change, in line with both national and local guidance.

Working from home arrangements

- We also understand that not all members of staff will find working from home as preferable as others.
- We would like to continue to support all staff to be able to work comfortably and safely at home.
- If you are having any difficulties with the current arrangement, please do highlight these to your line manager so that we can put in place any further support that might be necessary.
- EMT reviewed the recent staff survey results this week.
- There was a positive response overall and we will update on the actions agreed by EMT in the coming weeks.

Online meetings

- Due to some recent security breaches, staff are being asked to remove all downloaded versions of Zoom on their laptops and moving forward, to exclusively use Microsoft Teams.
- There is information and guidance around using Microsoft Teams available on the intranet here:

<https://intranet.northcentrallondonccg.nhs.uk/ncl-news/microsoft-teams-now-available-for-nhs-staff/106771>

Risk assessments for staff

- There is emerging evidence that is currently being reviewed by Public Health England (PHE) that appears to show that Black, Asian and Minority ethnic (BAME) communities, as well as those individuals with other protected backgrounds such as age, gender, specified underlying health conditions and pregnancy are disproportionately affected by Covid-19.
- We are very concerned about this and the health and well-being of our staff. Whilst a further review is being undertaken by Public Health England (PHE), we thought it may be helpful to outline the approach that NCL CCG is taking to support our staff both now and in the future.
- We have developed a Demographic Health Staff Risk Assessment Framework to support the CCG to ensure there is a robust and consistent approach across the CCG for identifying and managing risks for all our staff, in particular those staff who potentially may be disproportionately affected by the Covid-19.

Risk assessments for staff

- To support the implementation of the framework and risk assessment process, we have prepared a **Guide to completing the demographic health risk assessment** that provides further information and a **Demographic Risk Assessment Pro-Forma**.
- The documents can be found in the [HR section of the COVID-19 intranet page](#).
- Directors have been asked to work with their managers to roll out the risk assessment process to ensure that a risk assessment is undertaken with all staff. All completed risk assessments must be returned to HR.
- The outcome of the risk assessment will ensure the CCG are aware of all identified risks and determine the reasonable adjustments that may be required now and to support return to office work arrangements when lockdown arrangements have been eased and in accordance with government advice.

Risk assessments for staff

- To facilitate the risk assessment process, the HR team will be holding a number of drop-in sessions via MS Teams for all staff should they have any questions or would like any further information.
- The dates and times of the drop-in sessions are details below and staff should contact the COVID-19 HR email address (nclccg.hrcovid19@nhs.net) to book a slot with a member of the HR team during one of the HR drop in sessions.
- An invitation via MS teams will be sent once a slot has been agreed.

Dates	Times
Friday 22 May	2.00pm – 3.30pm
Tuesday 26 May	2.00pm – 3.30pm
Thursday 28 May	2.00pm – 3.30pm
Monday 01 June	9.30am – 11.00am
Wednesday 03 June	2.00pm – 3.30pm
Friday 05 June	9.30am – 11.00am
Monday 08 June	9.30am – 11.00am

Mental Health Awareness Week

- This week is Mental Health Awareness Week.
- The theme for 2020 is 'Kindness' and is a great reminder for all of us to continue to Be Kind throughout these difficult times.
- There is a wide range of mental health and wellbeing support available to all staff.
- The staff intranet has all of the information you need to access the support available.

<https://intranet.northcentrallondonccg.nhs.uk/news/covid-19-hr-information.htm>

Mental Health Awareness Week



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- We mentioned in the staff newsletter last week that we are inviting you to highlight Kindness in your colleagues.
- If you're working alongside someone who is doing a fantastic job – we want to hear about it. They could be a quiet achiever. Or someone who goes above and beyond no matter the circumstances.
- We have already received some wonderful submissions and will collate these in the newsletter this Friday – they will all be kept anonymous, so please do share!

Bank Holiday weekend

- Thank you again for all of the ongoing hard work during these difficult times.
- We have warm weather predicted throughout the upcoming long weekend and hopefully you have a chance to relax and unwind.
- Please also consider taking time off in the coming weeks and months as the challenges around the Covid-19 response and system recovery continue.