

Thursday 3 October 2024

Agenda for Change 24/25 pay award – payment of arrears and requesting instalments The Agenda for Change 24/25 pay award will be implemented this month and arrears paid in November. If you are employed under AfC and receive benefits, it may be helpful for you have the backdated increase paid to you in instalments. This is something you should discuss with your benefits advisor, but if you do wish to request instalments, [this form must be completed and returned by 5 November](#) (intranet link, networked devices only) to gram.payroll@nhs.scot Late forms will only be accepted in exceptional circumstances. Instalments will be split across 3 months/13 weeks depending on your pay arrangements.

Further details on the 24/25 AfC award are available here: [Pay and conditions for NHS staff covered by the Agenda for Change agreement \(scot.nhs.uk\)](#)

Winter vaccinations – staff programme The ‘flu and COVID-19 vaccination programme for 2024 has started in earnest – have you booked your appointment? **All** NHS staff, along with workers in care homes for older adults, and social care staff who have direct contact with patients/clients are eligible for a free ‘flu vaccination. In addition, all health and social care workers who have **face to face** contact with patients/clients can get a free COVID-19 vaccination.

Both ‘flu and COVID-19 are serious illnesses which can result in hospitalisation. Getting the jab (or jabs, depending on eligibility) takes minutes and protects you, the team you work with, the people you care for, and your wider friends and family. As well as being able to book into any of the fixed vaccination clinics in Grampian (in Elgin, Huntly, Macduff, Peterhead, Fraserburgh, Inverurie, Banchory, Stonehaven, and three sites in Aberdeen) there are several dedicated staff clinics on offer. Details are here (intranet link, networked devices only): [NHS Grampian News - Staff Winter Vaccination Programme \(scot.nhs.uk\)](#). This will be updated as new clinics are added.

Annual Review 2024 – deadline for questions extended Each year, our board performance is reviewed; this year’s review will take place in Elgin, on Monday 21 October. It will be led by Maree Todd MSP, Minister for social care, mental wellbeing and sport. Ms Todd will be supported by Caroline Lamb, director general and chief executive of NHS Scotland. As part of the review, there will be an open engagement session between 2-3pm. This will be held at Alexander Graham Bell Centre (Moray College/UHI, Moray St, Elgin, IV30 1JJ) and people can attend in-person or virtually. There is an opportunity to submit questions for this session and we’re pleased to say the deadline has been extended to Thursday 10 October. Information on submitting a question or arranging to attend is available here: [Annual Review \(nhsgrampian.org\)](https://nhsgrampian.org)

FAQs on Band 5 Nursing Review Some Frequently Asked Questions have been added to the [Band 5 Nursing Review intranet page](#) (networked devices only).

Speak Up week – why inclusion matters As the saying goes, “if you *don't* think that representation is important, you're probably already well represented'. For many of us it's probably hard to imagine what it feels like to not see people like us reflected in certain areas of society or our institutions. Notably, under-representation most often exists where decision making takes place. This can result in a negative impact for those who are not part of the conversation and can lead to not all things being created equally.

Speak Up Week is an appropriate time for us to reflect upon what we can do to ensure our organisation is a place where people feel able to bring their authenticity, make their best contribution, and speak up when things don't feel right. [You can read more on what we are doing in Grampian via this link.](#)

Disposal of equipment and other non-property assets If you are disposing of equipment or non-property assets belonging to the organisation, you must follow the proper procedures as set out in our [Standing Financial Instructions](#) (intranet link, networked devices only). If the asset(s) had a purchase cost of more than £5,000 you are required to notify the capital accounting team. Our external auditors have identified the lack of notification of the disposal of assets as a control risk.

Notifications should be sent to ross.davidson@nhs.scot or rhona.duncan@nhs.scot

Pre-employment process/hazard ID form Occupational health are working to streamline the pre-employment process. Delays are frequently caused by incorrect completion of the Hazard Identification (ID) Forms received along with the job description. To support the OHS team - and yours - it may be helpful to refer to the following 20-minute training session particularly focussing on the learning regarding completing the Hazard ID form: [Management development: Occupational Health Service](#) (Turas link, log-in required).

If you want to discuss this module, please contact gram.ohs@nhs.scot. The team are happy to arrange group sessions with managers/supervisors regarding the pre-employment paperwork.

Mind The Gap – 9th annual research conference As previously highlighted, our annual research conference will take place tomorrow and Saturday and ONE Biohub in Aberdeen. The conference brochure is available to view here: [9th-grampian-research-conference-brochure.pdf \(nhsgrampian.org\)](#)

Tune of the day Our tune today is dedicated to Hazel Yeudall (senior charge nurse in the day case unit and outpatients at RACH) as she is off to Cape Town on Saturday to represent Scotland at the World Cup Masters Hockey. Natalie Gallan and all the team at RACH are wishing you the best of luck, let's hope you and Scotland manage to bring home a medal! For Hazel, [Purple Rain](#) by Prince.

And now for something completely different. My thanks to Judy Taylor in the DAIM team for reminding me today is National Poetry Day. The theme this year is 'Counting' so for fans of the spoken word, here is [A Word on Statistics](#) by Wislawa Szymborska, translated by Joanna Trzeciak, and read by Pádraig Ó Tuama (EP).

If you want to request a tune, follow up on items included in this brief, or suggest an item for sharing, drop us an email via gram.communications@nhs.scot