Daily update
(2 August 2023, 2.45pm)

Topics in this Core Brief:
- Report from the Health and Safety Forum

Report from the Health and Safety Forum

To highlight Health and Safety issues across the organisation we will now be bringing you regular updates from the Health and Safety Forum.

The Forum meets on a quarterly basis with management, acute and HSCP representation. It aims to update on areas of performance, risk and good practice, which we all have a responsibility to share and improve on.

The Forum also presents the opportunity for each of the local Health and Safety Committees across NHSGGC and Staffside Safety Representatives to represent their areas while providing updates on their key issues, share learning and work collaboratively to make our workplaces safer.

The Forum provides updates to the Corporate Management Team on key areas as part of our governance process.

The latest meeting of the Forum took place on Thursday 27 July 2023. Key highlights reported at the meeting included:

Safety, Health and Wellbeing (SHaW) Task Calendar

The Task Calendar launched on Tuesday 1 August.

The Task Calendar is designed to provide managers of departments a structured approach on a monthly basis for the completion of the tasks which are already within your Health and Safety Management Manuals.

The Health and Safety team have been actively demonstrating how the Task Calendar works during a range of meetings in Acute, HSCP's, Estates and Facilities and other forums.

To access the Task Calendar please use the following link: SHaW Task Calendar Page.

Overdue Datix Incidents

The Health and Safety Forum is committed to supporting the reduction of the number of overdue incidents on Datix.

Incidents should be finally approved within the 28 day timeframe laid out in the incident management policy.

You can use the overdue incidents dashboard on Datix to help manage your incidents – to access this click on My Dashboards and select the Overdue Incidents Dashboard: Datix: DATIX Incident Form (DIF1) Live data to be entered only. Click here to make an M&M Submission (scot.nhs.uk)

The dashboard will show all overdue incidents that you have access to.

Statutory Mandatory training

There are nine modules which all NHSGGC staff are required to complete. These are available on the Statutory/Mandatory training tab on LearnPro. Information supporting these modules is available for staff on the web page, HR Connect Statutory and Mandatory Training.

Compliance levels across eight of the modules have increased, compared to the previous month. Thank you to everyone who has completed their modules. The overall compliance figures for all NHSGGC staff and topics for the month ending June 2023 are detailed in Table 1 below.

Table 1: Statutory and Mandatory Training Compliance - all staff, June 2023

Topic	Compliance % - end June 23	Compliance % - end Mar 23
Equality and Human Rights	89.7%	89.4%
Fire Safety	82.7%	84.6%
Health and Safety, An Introduction	90.2%	90.0%

Standard Infection Control Precautions	88.8%	88.7%
Safe Information Handling	86.8%	89.8%
Manual Handling Theory	89.3%	89.2%
Public Protection	88.6%	88.3%
Security and Threat	88.5%	88.2%
Reducing Risks of Violence & Aggression	90.1%	90.0%

Remember, for all your latest news stories, visit our new Staffnet Hub:
GGC-Staffnet Hub - Home (sharepoint.com)

Staff are reminded to make sure their personal contact details are up to date on eESS.

**It is important to share Core Brief with colleagues who do not
have access to a computer.
A full archive of printable PDFs are available on website**