

Core brief

Daily update
(19 October 2021, 4.40pm)

Topics in this Core Brief:

- Act now and get ready for COP26
- eESS (Electronic Employee Support System)
- Guidance on RIDDOR and COVID-19 – update

Act now and get ready for COP26

This time next week, some of the road closures associated with COP26 will be in place and travel around Glasgow will be more difficult. With more than 25,000 people expected to attend the UN Climate Conference between 31 October and 12 November, there will be a high level of disruption before, during and after the event.

You must act now to plan ahead. Road closures will begin from 23 October, with additional closures at other times. Watch this video that details some of the expected impact of COP26 and how you can plan ahead: [\(77\) NHSGGC Staff - UN Climate Change Conference \(COP26\) Travel Information - YouTube](#)

Where you can, in agreement with your manager, please work from home.

Working from home is not an option for everyone. If you can't, your journey in and around Glasgow will be impacted, please ensure to plan ahead so we can continue to deliver vital NHS services.

Security

COP26 will see 140 world leaders in attendance on 1 and 2 November. There are also a large number of protesters anticipated. With such a high profile event, policing will be significant, with 10,000 police officers on duty each day. You may notice additional security at some of our sites, particularly acute sites in Glasgow. Please ensure that you have your staff ID with you at all times as you may be challenged to show it at the door or inside the facility. If you need to update or require a new staff ID, contact your local facilities team to arrange this as soon as possible.

Frequently Asked Questions

A number of questions which services and staff may have in relation to NHSGGC operations and how they might be impacted by COP26 have been produced. You can find them here: [NHSGGC: COP26 Climate Conference](#)

All information about COP26 and expected impacts can be found at: www.getreadyglasgow.com

eESS (Electronic Employee Support System)

In order to ensure that all staff are assigned to the correct management structure on eESS and in line with local arrangements there may be requirements to setup **Proxy Users** across NHSGGC for Manager Self Service.

A proxy user is someone who will transact self-service functions on behalf of:

- a line manager; or
- peer employees
- via self-service-based access

Therefore, it is imperative that Managers notify the eESS Support Team by email or telephone (contact details provided below) when they change their role; are leaving the organisation or if a proxy user transacting on their behalf changes role. This is to ensure there is no risk of data breach.

Similarly, if you wish to set up a new Proxy User please contact:

- Mon to Fri: 10:00 am - 2:00 pm - Telephone: **0141 278 2700 Option 5**
- Email - eESS@ggc.scot.nhs.uk
- Manager and Employee Self Service Standard Operating Procedures (SOPs) - <https://www.eess.nhs.scot/mss/>

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

Guidance on RIDDOR and COVID-19 - update

In line with the organisation’s Incident Management & Recording Policy, NHSGGC is committed to the delivery of effective, safe, and person centred care ensuring there will be no avoidable injury or harm to people or adverse impact on the organisation resulting from the delivery of healthcare or other work related activity.

The policy includes the requirement to report certain serious workplace accidents, occupational diseases and specified dangerous occurrences (near misses) in line with the Reporting of Injuries, Diseases, and Dangerous Occurrences Regulations 2013 (RIDDOR) to the Health and Safety Executive. COVID-19 (Coronavirus) has led to an update from the Health and Safety Executive (HSE) on these regulations.

A guidance document to support Managers has been developed and is available here – [Guidance on RIDDOR and COVID-19](#).

Please contact the Health and Safety department for any further information.



Please keep up-to-date with the latest guidance on our dedicated web pages at: www.nhsggc.org.uk/covid19. If you have any questions about the current situation please check the FAQs first. If you have any further questions, please email: HR.Support@ggc.scot.nhs.uk.

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 [StaffNet](#)