



AREA PARTNERSHIP FORUM


PROCESS FOR SEEKING STAFF SIDE PARTNERSHIP REPRESENTATION




Where Partnership Engagement is required, Management Leads within NHS Greater Glasgow & Clyde are required to seek Staff Side Partnership representatives prior to first meeting.




To make a request, Management Leads are required to e-mail the APF Administrator, Kirstin.McKenzie@ggc.scot.nhs.uk with a request and brief remit of the Group.




The APF Administrator will then issue a request to Staff Side Partnership Leads, who will be given 1 or 2 weeks to nominate representatives.



Once the deadline for nominations has been reached, the APF Administrator will contact the Management Lead of the Group to notify them of representatives nominated.



Management Leads are required to ensure that nominated representatives are issued with meeting invites and meeting papers in a timely manner.



Management & Staff Side Partnership Leads are asked to notify the APF Administrator if nominated representatives do not attend multiple meetings or have vacated post.