

North of Scotland Facilities & Capital Planning Group

Welcome to the third issue of the North of Scotland's news update for Facilities & Capital Planning



What's New?

Over recent months the North Facilities & Capital Planning Programme was suspended whilst the team implemented resilience plans in response to the COVID 19 pandemic. Whilst the North boards are slowly phasing a return to 'business as usual', the Programme activity is being resumed.

During the past few months, services have adapted at an extraordinary pace and different practices have been put in place. One of the tools that has allowed services to respond to the changes in demand is Microsoft Teams, which has allowed staff to work remotely or from home and maintain strong links with colleagues.

Policies & Procedures workstream—has benefited from the early roll out of Teams and a North Estates Document Store has been created which allows documents to be shared electronically across the North Boards. This has been established for Estates in the first instance but could be widened for all the Facilities Services. A number of channels (sub folders) have been created within the library and we would encourage staff to make suggestions as to how this could be developed. Please see below:-

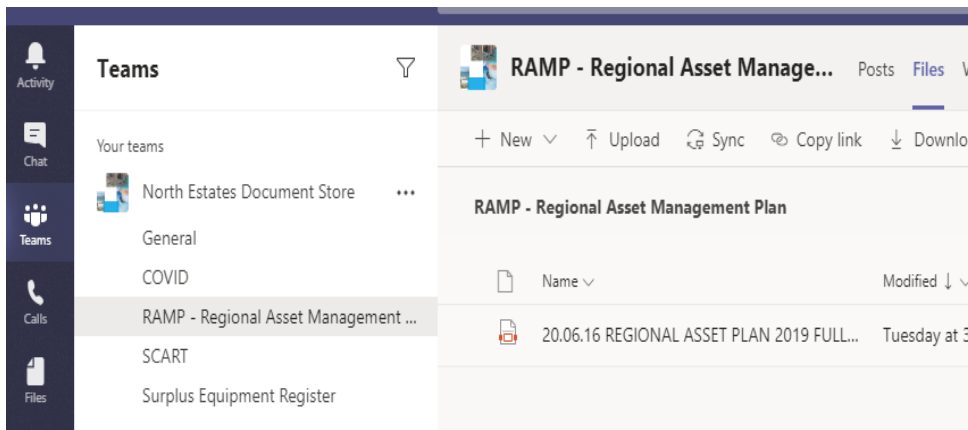
- COVID
- Regional Asset Management Plan (RAMP)
- SCART
- Surplus Equipment Register



Read on to find out more about the North Estates Document Store.....

The library could prove to be a very useful resource as Estates policies and procedures can be made available for individual boards to share information. Many opportunities exist to work collaboratively and create North Regional Policies, harmonising standards and practice and reduce duplication of effort.

Document Store Administrators will be identified from the North Boards who can add/remove people to the Team and revise the library structure.



In the meantime if you wish to access this document store, please contact Jill Beattie— NoS Facilities & Capital Planning Programme Manager who can assist (Contact details provided below).

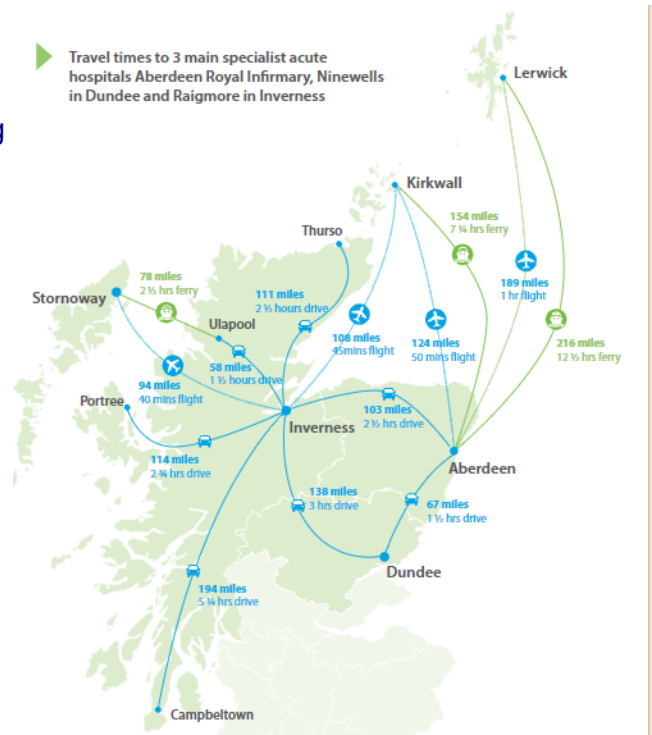
The channels on the North Estates Document Store are described in more detail

COVID—Contains information and procedures relating to COVID. NHS Grampian’s Standard Operating Procedure (SOP) is available and can be adapted and implemented by the North Boards.

RAMP—The Regional Asset Management Plan is a very extensive document that describes the investment required for eHealth, equipment (medical and general), vehicles and property for the six North Boards. The investment required in these areas is dependent on current condition and importantly the North’s Clinical Strategy which will direct investment needs.

SCART—Statutory Compliance Audit and Reporting Tool for Health. A wide variety of documents have been uploaded from the boards covering a large selection of the SCART Topics. Water, Electrical, Medical Gases etc. Samples of Proformas, group remits and SCART evidence documents could also be shared.

Surplus Medical Equipment—This can be used to let boards know that plant or equipment has become surplus to requirements and is available to anyone in the North Region. It can also be used to make requests for plant/equipment to identify if a board can provide.



Contact us.....

If you would like more information or keen to share ideas for improvement with the North of Scotland Facilities and Capital Planning team, please contact Paul Allen, (Programme Sponsor) - Director of Facilities and eHealth, NHS Grampian on paul.allen@nhs.net. Alternatively, Jill Beattie, Programme Manager can assist and be contacted on jbeattie1@nhs.net. Telephone: 07973 778396