

Recorded discussion with HR Director

following on-the-job participation / observations:

Having reflected on the outcome from the disciplinary hearing and attended the Wellbeing and Safety Committee, it was agreed that the following activities within the core areas contained in the CIPD 2013 Profession Map require renewed focus and the following associated actions have been identified to take forward:

9.15.3 Band 3: “Coach senior managers to communicate clearly with employees in relation to performance matters” – one of the recommendations following the hearing related to the lack of robust supervision notes and recorded discussions that took place during the capability process. This has been tabled as an agenda item for the next country wide manager meeting and I will present refresher training on difficult conversations (specifically with regard to the capability process) and the importance of recording exchanges with employee signing to acknowledge that the meeting occurred, in order to mitigate any potential future risks to the organisation.

9.4.4 Band 3: “Ensure that the appropriate ER tools, policies and practices are well executed”. The newly convened Wellbeing and Safety Committee is the only forum within the NAS currently that allows for employee involvement and as such, the shared onus is on the HR function and the Senior Management Team to ensure that it is fit for purpose and that any concerns raised are addressed timeously and the relevant communication disseminated through the representatives into services. The following were identified as actions to take forward:

- Monthly Wellness Recovery Action Plans (WRAP) clinics, designed to support managers and teams with managing their mental health will be implemented at 4 services following a request generated at that meeting, which I will facilitate.
- Any contributors to the retention initiative that have received board approval by the next meeting will be tabled and I will present this slot and advise next steps in regards to the voting process and timeframe for collation of votes prior to the National Employee Forum in London in July 2019.