

APPROVED

NHS GRAMPIAN

**Minute of the Area Clinical Forum Meeting
held on Wednesday 11th September 2019 at 4.30pm
in the Foresterhill House Committee Room, ARI site**

Present:

Mrs Kim Cruttenden, ACF Chair and Chair, Area Pharmaceutical Committee
Ms Catriona Cameron, ACF Vice Chair and Chair, AHPAC
Mr Les Petrie, Vice Chair, GANMAC
Dr Rachael Smith, Chair, GAAPAC
Mrs Jennifer Tait, Vice Chair, Healthcare Science Forum
Mrs Julie Warrender, Chair, GANMAC

In Attendance:

Ms Amy Anderson, Non-Executive Board Member, NHS Grampian
Ms Luan Grugeon, Non-Executive Board Member, NHS Grampian
Mrs Susan Kinsey, Public Representative
Dr William Moore, Public Health Consultant, NHS Grampian
Ms Sandra Ross, Chief Officer, Aberdeen City HSCP
Mr Graeme Smith, Deputy Chief Executive, NHS Grampian
Dr Mike Steven, Chair, GP Sub-Committee
Professor Steven Turner, Chair, Consultants Sub-Committee
Ms Else Smaaskjaer, Minuting Secretary

Item	Subject	Action
1.	<p>Welcome and Apologies</p> <p>Mrs Cruttenden welcomed everyone to the meeting.</p> <p>Apologies were noted as follows: Mr John Dean-Perrin, Chair, Area Optometric Committee Professor Nick Fluck, Medical Director Dr Howard Gemmell, Public Representative Dr Emma Hepburn, Vice Chair, GAAPAC Mrs Caroline Hiscox, Acting Director of NMAHP, NHS Grampian Mr Chris Llewellyn, Chair, Healthcare Science Forum Dr Alastair McKinlay, Chair, Area Medical Committee Dr Stuart Reary, Vice-Chair, GP Sub-Committee Mrs Susan Webb, Director of Public Health</p>	
2.	<p>Minute of meeting held on 3rd July 2019</p> <p>The minute of the previous meeting was approved as an accurate record.</p>	

3.	Matters Arising		
	3.1	<p><u>Performance, Improvement, Assurance and Risk Framework</u> – Mrs Cruttenden asked members if they would find further discussion helpful. It was agreed that it would be useful to have another overview of the framework using some ‘real life’ examples to help contextualise how it would work in practice.</p>	
	3.2	<p><u>Meeting of ACF with NHS Grampian System Leadership Team</u> – members who attended agreed the meeting on 9th September had been positive. Mrs Cruttenden noted that it had been useful to have a conversation about the Gosport and Sturrock reports and organisational culture. There had been some discussion on how the advisory structure can contribute to SLT discussions and how it can effectively input to preparation of Board reports.</p> <p>It was agreed that quarterly meetings would be useful and Mrs Cruttenden will contact SLT to arrange future dates.</p>	KC
4.	<p>Workforce</p> <p>Members reported the following:</p> <p>GAAPAC had been pleased to be informed of an appointment to the Director of Psychology post which will be positive in terms of providing direction to the group.</p> <p>AHPAC had held a workshop in July which had been facilitated by Faye Dale from Human Resources. Members had discussed a number of ideas regarding work experience, social media, school and college links, including the promotion of internships for students. Ms Cameron reported that it had been very useful to have representation from RGU at the workshop.</p> <p>Mrs Tait reported that NHS Grampian in partnership with RGU had organised a very successful Biomedical Science Day at ARI in June. This had allowed pupils to tour working laboratories and talk with scientists. Mrs Tait noted that the pupils had been enthusiastic and Corporate Comms had provided excellent support to the event.</p> <p>Dr Smith highlighted some ‘teething troubles’ with the recently implemented Job Train recruitment system. Members agreed that the transition had not been seamless but many of the problems had been resolved.</p>		

	<p>Ms Cameron noted disappointment that the improvements achieved by discontinuing pre-placement OHS screening for administration and internal clinical staff had not resulted in any speeding up of the process for other candidates. Mr Smith agreed to raise this with Mrs Coull, Operational Workforce Director.</p> <p>Mrs Cruttenden agreed to invite Mrs Susan Coull to attend the November meeting of ACF.</p>	<p>KC</p>
<p>5.</p>	<p>Health Inequalities Luan Grugeon, Non-Executive Board Member</p> <p>Ms Grugeon provided a presentation regarding the role of Board Committees, including Area Clinical Forum, in addressing Health Inequalities issues as part of their organisational business. She illustrated the difference between equity and equality and explained that providing the same type and number of resources to all is not enough but that the underlying issues and individual needs of vulnerable individuals and groups should be addressed to reduce the health gap. Ms Grugeon informed members that the NHS Grampian Health Inequalities Working Group aims to review how staff are provided with the right tools and support to improve outcomes taking into account the diverse needs of the population across Grampian. She asked members to consider how this can be taken forward and ensure that scrutiny and challenge on health equity are embedded in the Forum's discussions and decision making process. She also suggested that constitutions of committees and groups should incorporate a reference to health equity and outlined some key questions and recommendations for committees to consider.</p> <p>Ms Cameron highlighted the links with AHPAC discussions regarding the AILIP Life Curve Survey and work undertaken on Intergenerational Studies. Dr Steven noted that, in recognition of the additional workload and costs involved, the new GP Contract included funding based on age and the number of patients based in areas of deprivation. Ms Ross advised that although this had been welcomed it would be important to look beyond the resources available and ensure they are targeted effectively. Mrs Kinsey noted that those who reside in areas of deprivation can be resistant to intervention by professionals who are often viewed as authoritarian figures and it would be important to ensure that community engagement and the involvement of the third sector is built into any plans taken forward.</p> <p>Mr Smith suggested it would be useful to consider the tangible benefits, including the impact on outcomes, of addressing health inequalities.</p>	

	<p>Mrs Cruttenden thanked Ms Grugeon for the presentation and it was agreed that the key questions should be considered by advisory committees and any feedback discussed at ACF meeting in November.</p>	KC
6.	<p>MHLDS Strategic Review/Care of the Elderly – Consultation Ms Sandra Ross, Chief Officer, Aberdeen City HSCP</p> <p>Ms Ross attended to provide an overview of the recent consultation process regarding the Strategic Review of Mental Health and Learning Disability Services. There had been a succession of workshops and an online consultation process which had now concluded. Ms Ross explained that the key themes emerging from the consultation will be pulled together and a report prepared for the North East System Wide Transformation Group prior to reporting any recommendations for change to the IJBs as the organisations responsible for the strategic planning of MHLDS Services in Grampian.</p> <p>Ms Ross informed ACF that a consultation regarding the review of Care for Older People would commence in a few days and the review team will engage with all relevant groups, including the advisory structure. Dr Smith reported that she and representatives from GANMAC and AHPAC had met with the Head of Hosted MHLDS to express disappointment that they had not been included in the consultation around the strategic review of MHLDS and had highlighted the role of the advisory structure to avoid any disconnect in future consultation exercises. Mr Petrie asked that consultation processes recognise that the health service is made up of a number of multi-disciplinary teams and consultation should extend wider than medical colleagues. Ms Ross noted lessons learned and awareness raised during the process and informed members that all the different components of the system will be included around relevant items in future consultation.</p> <p>Mrs Cruttenden thanked Ms Ross for her attendance and update. Members agreed it had been useful to have IJB representation at the meeting and this would be welcomed at future meetings.</p>	
6.	<p>NHS Grampian – Board Programme 2019/20 Mr Graeme Smith, Deputy Chief Executive, NHS Grampian</p> <p>A Board Programme had been circulated prior to the meeting and Mr Smith explained that following his retirement this would be updated by Mr Alan Gray, Director of Finance and that Mr Adam Coldwells, who will be taking up post as Interim Director of Strategy will be the SLT Executive Lead for ACF. Mr Smith and Ms Ross noted that it would be</p>	

	<p>useful for ACF to take an overview of the Board Programme going forward to ensure there are early discussions regarding relevant items before reports are finalised. Mr Smith also suggested that the SLT Lead for individual items should put forward specific questions to the advisory structure to ensure effective communication and purpose behind the conversation. From the programme it was agreed that the following items should be discussed at future ACF meetings.</p> <ul style="list-style-type: none"> • Acute Sector Plan – Fiona Francey to be invited to attend ACF meeting in November. • Digital Healthcare Strategy – when date for Board confirmed invite Paul Allen as SLT Lead to attend ACF. • Health and Social Care Staffing Bill – invite Susan Coull to attend with an update on proposals for implementation. • Staff Wellbeing and Culture (including Sturrock Report) – when date for Board confirmed invite Susan Coull to attend ACF. <p>Other items included on the programme will be included on the ACF agenda when dates for Board reports are confirmed.</p> <p>Members were pleased to note the closer alignment between SLT and ACF and agreed to keep this as a standing agenda item for future meetings.</p>	
8.	<p>Documents Circulated for Information and Noting.</p> <ul style="list-style-type: none"> • ACF Report to NHS Grampian Board – June 2019 	
9.	<p>Updates from Advisory Committees, DPH and ACF Chair</p> <p>Members provided an update of matters discussed at their recent meetings:</p> <ul style="list-style-type: none"> • <u>Chairs Feedback/Update from Grampian NHS Board</u> – ACF Board Chairs had been pleased to note improved connection with Scottish Government colleagues. Steve Baguley had attended to provide an update regarding the Digital Strategy. ACF Chairs had agreed to share their meeting agendas. • <u>Director of Public Health Report</u> – a report had been circulated. • <u>AMC</u> – Professor Bhattacharya, the University of Aberdeen representative on NHS Grampian Board, had attended and there had been a discussion regarding progress around academic and research activity. 	

	<ul style="list-style-type: none"> • <u>GP Sub-Committee</u> – had reviewed Primary Care Improvement Plans from the three Grampian Health and Social Care Partnerships which are all at different stages of development. Dr Steven reported that some items had been more complex than envisaged but progress is being made and positive changes are beginning to emerge. The Sub-Committee had also considered how to improve the connectivity between Primary and Secondary Care, particularly with regard to IT systems and patient information. • <u>Consultant Sub-Committee</u> – had discussed locum costs and how these could be reduced. • AOC – continue to review how they can increase membership and improve engagement with optometrists. • GANMAC – had discussed concerns regarding increasing incidence of violence and aggression towards staff. This is of particular concern in the adult admission wards at Royal Cornhill Hospital where the rise in acuity of MH patients had been noted. Various strategies had been put in place. Staff had highlighted the reduction in the number of MH beds available and the resultant impact on general wards, where staff are often not trained. • GAHPAC – had held a summer workshop – reported at item 4 above. • APC – main issues remain concerns relating to the potential destabilisation of community and acute pharmacy services as a result of the pharmacy requirements in the new GP contract. The committee had noted the long process to train staff before they can take up roles in acute pharmacy. • GAAPAC – discussed the role of Honorary Assistant Psychologists (HAPS). This is an unpaid role and concerns had been raised nationally whether the role is exploitative and limits access to those who have the financial resources to undertake unpaid work. Dr Smith reported that NHS Grampian are reviewing how it can best support HAPS and GAAPAC had suggested an audit to evaluate how the experience of HAPS and paid assistants vary. • Healthcare Scientists Forum – had noted the inclusion of HCS representation on the Advanced Practice Committee. Integration of Laboratory Science across the North of Scotland 	
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	<p>is progressing but there is still some concern regarding accreditation for the smaller island boards.</p> <p>Members are reminded that if there are important issues which advisory committees wish to raise at Area Clinical Forum they should ask to have them included as main agenda items.</p>	
10.	<p>Approved Advisory Committee Minutes</p> <p>Recent minutes had been circulated for information.</p>	
11.	<p>Key Messages from ACF to the Board</p> <ul style="list-style-type: none"> • Concerns raised by GANMAC regarding increasing violence and aggression. • Presentation on Health Inequalities. • OHS delays in recruitment. • Positive outcomes from meeting with SLT. 	
12.	<p>AOCB</p> <p>There was no other business.</p>	
13.	<p>Date of Next Meeting The next meeting will be held on Wednesday 13th November 2019 at 4.30pm in the Committee Room, Foresterhill House, Foresterhill Health Campus.</p> <p>Dates for 2020:</p> <ul style="list-style-type: none"> • 15th January • 4th March • 6th May • 1st July • 2nd September • 4th November <p>Meetings of ACF with SLT:</p> <ul style="list-style-type: none"> • 2nd December • 2nd March • 1st June • 7th September • 7th December 	