NHS GRAMPIAN

Minute of Meeting of GRAMPIAN NHS BOARD held in Open Session on 3 November 2016 at 1.30pm in the Park Café, Hazlehead Park, Aberdeen

Present

Professor Stephen Logan  Chairman
Mrs Amy Anderson  Non-Executive Board Member
Mrs Rhona Atkinson  Non-Executive Board Member
Cllr Linda Clark  Non-Executive Board Member
Cllr Stewart Cree  Non-Executive Board Member
Cllr Barney Crockett  Non-Executive Board Member
Mrs Sharon Duncan  Employee Director
Dr Nick Fluck  Medical Director
Mr Alan Gray  Director of Finance/Deputy Chief Executive
Professor Mike Greaves  Non-Executive Board Member
Mrs Christine Lester  Non-Executive Board Member (Vice Chair)
Dr Helen Moffat  Chair, Area Clinical Forum
Mr Jonathan Passmore  Non-Executive Board Member

By invitation

Ms Christina Cameron  Programme Manager, Modernisation Directorate
Ms Jillian Evans  Head of Health Intelligence (deputising for S Webb)
Mrs Laura Gray  Director of Corporate Communications/Board Secretary
Dr Annie Ingram  Director of Workforce
Mr Graeme Smith  Director of Modernisation

Attending

Miss Lesley Hall  Assistant Board Secretary
Mrs Alison Wood  PA

Item  Subject

1  Apologies

Apologies were noted from Dame Anne Begg, Mr Raymond Bisset, Professor Amanda Croft, Dr Lynda Lynch, Mr Eric Sinclair, Mrs Susan Webb and Mr Malcolm Wright.

2  Declarations of Interest

There were no declarations relating to the item on the agenda.

3  Approval of the Grampian 2016/17 Winter Plan

Mr Smith introduced the item and welcomed Ms Christina Cameron, Programme Manager, who had prepared the Winter Plan. He advised that the Board paper included an executive summary and that the detailed Winter (Surge) Plan was available on request. He explained that the preparation of the Winter Plan was a collaborative effort with NHS colleagues and partners including the three local Health and Social Care Partnerships (HSCPs), Scottish Ambulance Service and NHS24. There had been formal engagement and consultation on the plan along with scenario planning.
Ms Cameron advised that the purpose of the paper was to provide an update on progress since the Board considered the first draft of the Winter Plan at a seminar on 1 September 2016. The paper included an executive summary of the Grampian Winter (Surge) Plan 2016/17 and process and timescales for its development and review at Appendices 1 and 2. Appendix 3 set out lessons learned from the review of the 2015/16 winter period and areas that had been identified for improvement including communication/cross system working, flow and discharge planning and other key points.

Ms Cameron referred to the table on page 2 of the paper which outlined the timetable for approval of the Winter Plan. She assured the Board that the schedule of committees included the Moray Integration Joint Board (IJB) and the timetable would be amended to show this.

The Board was required to approve the Winter Plan prior to submission to the Scottish Government. She explained that since 1 September 2016, work had been ongoing with partners and also with NHS services such as dental, pharmacy, out of hours and public health colleagues.

Ms Cameron highlighted the importance of a partnership approach and advised that the plan was an overarching document which incorporated the winter planning in the three HSCPs. Actions taken to improve the winter planning process included: daily safety briefs, multi-disciplinary discharge hubs, staff rotas in place for the festive period by the end of October and surge planning. She explained the importance of balancing elective and unscheduled care and the need to recognise the uplift in activity and demand in the acute sector in the post-festive period. Surge planning would optimise resources, whether financial or staff. She advised there was a possibility of additional beds at Aberdeen Royal Infirmary to deal with this and that contingency plans would be activated if necessary. She advised that capacity could be optimised in Dr Gray’s Hospital for surge if required. NHS Grampian had built on relationships with the Scottish Ambulance Service and developed two joint posts of Hospital Ambulance Liaison Officers (HALOs) with the aim of reducing any delays regarding patient transport. There had been tabletop exercises and scenario testing.

All winter planning so far had been based on the use of existing resources. It was noted that £700,000 had been received earlier in the year to support the six essential actions. In response to a query, Ms Cameron advised that NHS Grampian had contingency plans and would be able to use any additional funding made available by the Scottish Government in the most appropriate way.

Dr Ingram advised that NHS Grampian’s Occupational Health Service provided flu vaccinations to NHS Grampian staff and social care colleagues and that pharmacies and GP practices were participating in the campaign. She encouraged everyone to get vaccinated.

Dr Moffat highlighted concerns from the Area Clinical Forum about nursing staffing pressures and capacity for surge. Dr Ingram acknowledged there were issues in terms of filling vacancies and highlighted that recruitment was a challenge nationally. In response to a query about reducing the use of agency staff, Dr Ingram explained that the aim was to minimise spending on agency staff but the priority was to maintain the clinical safety of patients.
Board members commended the work in preparing the winter plan and the partnership engagement in the process. However, the operational challenges of winter were acknowledged.

The Board approved the Winter Plan for 2016/17 which had been prepared with the involvement of health and social care partners in the North East of Scotland.

The Chairman thanked Ms Cameron for the work she and her colleagues had put into the winter planning process which gave the Board confidence about the progress being made.

4  Date of Next Meeting

Thursday 1 December 2016 – CLAN House, Westburn Road, Aberdeen.

Signed ..................................................  Date ........................................

Chairman