NHS GRAMPIAN

Minute of Meeting of GRAMPIAN NHS BOARD held in Open Session
at 11.00 am on 1 December 2016
CLAN House, 120 Westburn Road, Aberdeen

Present

Professor Stephen Logan  Chairman
Mrs Rhona Atkinson  Non-Executive Board Member
Dame Anne Begg  Non-Executive Board Member
Mr Raymond Bisset  Non-Executive Board Member
Cllr Linda Clark  Non-Executive Board Member  (Left at 12.45)
Cllr Stewart Cree  Non-Executive Board Member
Cllr Barney Crockett  Non-Executive Board Member
Professor Amanda Croft  Director of Nursing, Midwifery and Allied Health Professions
Mrs Sharon Duncan  Employee Director/Non-Executive Board Member
Dr Nick Fluck  Medical Director
Mr Alan Gray  Director of Finance/Deputy Chief Executive
Mrs Christine Lester  Non-Executive Board Member/Vice Chair
Dr Lynda Lynch  Non-Executive Board Member
Dr Helen Moffat  Non-Executive Board Member
Mr Jonathan Passmore  Non-Executive Board Member
Mr Eric Sinclair  Non-Executive Board Member
Mr Malcolm Wright  Chief Executive

By invitation

Mrs Laura Gray  Director of Corporate Communications/Board Secretary
Mrs Susan Webb  Director of Public Health  (Left at 12.45)

Attending

Mrs Marion Anderson  PA/Minute Taker
Ms Jenna Bews  MCN Manager – Oral and Dental Health  (Item 8)
Dr Richard Coleman  Director of Medical Education – Postgraduate  (Item 9)
Miss Lesley Hall  Assistant Board Secretary
Mr Angus Henderson  Clinical Lead for the Oral and Dental Health Manager
Clinical Network (MCN)  (Item 8)
Dr Jonathan Iloya  Consultant in Dental Public Health  (Item 8)
Ms Gerry Lawrie  Deputy Director of Workforce  (Item 9)

Item  Subject

1  Apologies

Apologies were received from Mrs Amy Anderson, Professor Mike Greaves, Dr Annie Ingram, Mr Gary Mortimer and Mr Graeme Smith.

2  Declarations of Interest

There were no declarations of interest relating to specific agenda items.
Chairman’s Welcome and Introduction

The Chairman welcomed everyone to the meeting. He highlighted events since the last Board meeting. He had attended a volunteer thank you event at Roxburghe House to recognise the generosity and compassion of a large number of volunteers who had given many years service. He had also visited the Baird and ANCHOR offices to get an update from Jackie Bremner the Project Director and Gail Thomson the Project Manager.

The Chairman had also attended the Big Pitch and 5th anniversary Grampian Recognition Awards for Teams and Staff (GRAFTAS) event which had highlighted strong team working within NHS Grampian.

On 15 November he had participated in the Senior Medical staff induction event. He was particularly pleased to note how many of the participants had trained in Grampian and had made conscious decisions to remain in the area and delighted to hear from others about the positive choices they had made to live and work in this area, having studied elsewhere.

The Chairman congratulated Amanda Croft, Director of Nursing, Midwifery and Allied Health Professions, on her appointment as a new Visiting Professor at Robert Gordon University. Not only was this a huge achievement for Amanda but it recognised the extremely important relationships with both the Universities in the City.

Chief Executive’s Report

Mr Wright presented his report which highlighted a range of issues including details of important meetings and events attended. He paid special tribute to all staff working in NHS Grampian for the continued development and delivery of high quality, patient-centred care. He was pleased to report a number of awards received by staff that were highlighted in his report, including the Elizabeth Russell Prize recognising the best example of a collaborative approach to public health. He also congratulated Professor Croft on her recent appointment.

Other topics which were highlighted included:
- NHS Grampian supporting Aberdeenshire Council in implementing a Smoke Free Grounds Policy.
- NHS Grampian signed the Scotland's Charter for Tobacco-free Generation
- Aberdeenshire Local Outcomes improvement plan (LOPIP)
- Launch of the national care assurance model “Excellence in Care”
- Dispensing practice review
- Visit to portering department
- Meetings to discuss cancer services in the North of Scotland
Minutes of Meetings on 6 October and 3 November 2016

The minutes were approved subject to the following amendment to the minute of the meeting on 3 November: Cllr Linda Clark was in attendance and apologies were noted from Mrs Susan Webb.

Matters Arising

There were no matters arising.

Local Delivery Plan – Section 2 Elective Care

Mr Gray explained the main points in the Local Delivery Plan – Section 2 Elective Care paper. He highlighted that elective care was identified as one of the main themes of the NHS Grampian Clinical Strategy. He reported that a project team will be established by the end of December 2016 and a programme of intensive workshops involving all elective care clinical services organised to commence from January 2017. He also advised that during 2015/16 the Scottish Government had announced £200 million funding over the next five years to expand diagnostic and treatment capacity across a number of hospitals, including Aberdeen Royal Infirmary.

Mr Gray reported that NHS Grampian was making significant progress in delivery the Board’s Local Delivery plan. A North of Scotland Regional elective care planning group had been established involving the mainland Boards which will be developing the new diagnostic and treatment centres.

The regional elective care portfolio will start the development of a portfolio approach to service planning in the North of Scotland.

In response to a query about progress with Electronic Patient Records (EPR). Mr Gray advised that a paper would come back to the Board on EPR early in 2017.

The Board:

- Noted the context in which planning for future elective care requirements was being undertaken with reference to the National Clinical Strategy and the NHS Grampian Clinical Strategy.
- Reviewed the progress against the actions agreed within the Local Delivery Plan in relation to elective (scheduled) care. These actions were in line with the workstreams within the elective care programme.

Dental Plan 2016-2022

Mrs Webb welcomed Dr Jonathan Iloya and Mr Angus Henderson to the meeting. Dr Iloya highlighted that there had been a sustained improvement in the oral health of children and adults in Grampian in the last decade, with record numbers of children now decay free. He also advised that that there had been a significant improvement in the numbers of patients accessing NHS dentistry. Dr Iloya gave a detailed explanation of the current situation and improvements in dental services in Grampian.
It was reported that the vision for oral health in Grampian was for the best possible oral health for all and that there will be a renewed focus and emphasis on tackling inequalities associated with oral health and access to dental care to ensure equitable oral health outcomes. It was necessary to have more focus on prevention, supported self-care and management, and treatment for all in relation to need, to reduce unnecessary variation in practice and outcomes.

Dr Iloya explained that various targets for oral health improvements and access to dental services, including the need to reduce oral health inequalities, were set out in the Action Plan 2016-2022.

Dr Iloya reported that the Dental Action Plan, along with the full NHS Grampian Dental Plan 2016-2022, had been circulated widely from July-September as part of a consultation exercise.

The Board:

- Noted improvements in the oral health of the Grampian population and the considerable work already undertaken to sustain progress. Clarification was sought on the impact of deprivation on oral health of children over the last few years. This was clarified by Dr Jonathan Iloya, Consultant in Dental Public Health, outwith the meeting
- Noted the aims of the NHS Grampian Dental Plan 2016-2022 to make further improvements, particularly around health inequalities
- Noted the resource realignments highlighted in section 3
- Endorsed and support the Dental Plan.

9 2016 Medical Students and Doctors in Training Surveys

Dr Fluck introduced the item and welcomed Dr Coleman, Director of Medical Education – Postgraduate, to the meeting. Dr Coleman reported on the 2016 Medical Students and Doctors in Training Survey. He advised that there had been small improvements across all indicators in 2016, except regional teaching for programmes, which had seen an increase from one in 2015 to five in 2016. Six specialties fell below a score of 70% in 2014. This has reduced to two specialties in 2016.

The Medical and Dental Education Governance Group (MDEGG) continued to ensure oversight and implementation of educational governance processes across the organisation, including monitoring and performance management of improvement plans. MDEGG and the Medical Education Team were working to ensure that local quality control processes met the required standards through regular reviews of the standards and development of new approaches.

DATIX has been used to develop a means of gathering trainee and trainer feedback across NHS Grampian. DATIX was also being utilised in the development of a risk register for medical education in NHS Grampian.

Ten Faculty Development Alliance (FDA) courses had been delivered by members of the Medical Education Team and their NHS Education for Scotland (NES) colleagues in the past 12 months. NES had merged its formerly separate primary and secondary trainer educator groups into the FDA in 2014. The FDA had responsibility for the development and delivery of training for trainers in both primary and secondary care.
Mrs Lawrie advised that this paper illustrated a position of continued improvement in the various sectors. The Board noted that the topic Medical Education and Training would be brought back to a future Board Seminar for more in-depth consideration.

**The Board noted the 2016 Medical Students and Doctors in Training Survey.**

Due to time constraints the following item was taken out of order from the agenda:

15 **Showcasing Positive Performance – Interactive sessions with staff**

Mrs Gray introduced this section of the meeting, advising that the usual Patient Story item was being replaced by an interactive session to give Board members and meeting attendees the opportunity to engage with a staff from different parts of the organisation who showcased the following examples of positive performance:

- ‘QI Monday’ - Improvement work the Geriatric service  
  - Dr Clare Bostock, Consultant Geriatrician
- Paediatrics – sepsis, medicine management and structured ward rounds. The key drivers for improvement.  
  - Matt Jobson, Quality Improvement Facilitator - Patient Safety
- Reduction in Stillbirths  
  - Jenny McNicol, Head of Midwifery, Aberdeen Maternity Hospital  
  - Jenny Fenwick, Charge Midwife, Labour Ward
- Children’s Hospital Catering – Winning of GRAFTAS Award – Improving the Patient or Carer Experience  
  - Stuart Donald, Catering Manager  
  - Ruaraidh McKinnon, Patient Catering Manager

The Chairman thanked the participants for a most useful and interesting session which had highlighted positive initiatives relating to patient safety and new models of care.

**The meeting then resumed following the agenda**

10 **Performance and Quality Report**

Mr Gray provided an update on NHS Grampian’s performance, advising that the Performance Governance Committee had considered the performance position in detail.

He highlighted the main points in the report which included:

- A&E 4 Hour standard – 95% of patients have been discharged or transferred within 4 hours.
- Cancer Access standards - A locum consultant had been appointed for the breast service and independent sector capacity has been secured. Additional endoscopy capacity was now in place to support the colorectal pathway and this was addressing the backlog.
- Delayed discharges had remained generally lower than previous years but in recent weeks had become a stable but static position.
Financial performance – The results of the first six months were in line with expectations. The main areas of cost pressure were in relation to medical locum expenditure and continuing overspend within mental health and the acute sector. The largest single commitment was the Phase 2 Backlog Maintenance work at Aberdeen Royal Infirmary.

Child & Adolescent Mental Health Services (CAMHS) - still remained a challenge.

Professor Croft highlighted from the Healthcare Associated Infection report that MRSA/MSSA cases continued to be higher than usual although they were just below the Scottish average. The number of Clostridium difficile infection (CDI) cases had increased in August. These were being closely monitored by the Clinical Governance Committee.

The Board noted the Performance and Quality Report and the actions being taken to address those areas where performance was not in line with the plan.

11 Committee Reports

The Board noted the following reports and the relevant Committee Chairs highlighted points by exception:

11.1 Audit Committee

Mrs Atkinson highlighted progress that had been made from the internal audits on Warehousing and Vehicle Disposal and backlog maintenance.

11.2 Endowment Committee

11.3 Performance Governance Committee

Mr Gray wanted to note that £290,000 funding for the Winter Plan had been received after the Board meeting on 3 November.

11.4 Staff Governance Committee

Mr Sinclair wished to note the tremendous work of staff involved in Health & Safety and that joint working with NHS Tayside on payroll had been a great success.

11.5 Area Clinical Forum

12 Approved Minutes

The Board noted the following approved minutes:
12.1 Audit Committee 28 June
12.2 Clinical Governance Committee 19 August
12.3 Endowment Committee 22 September
12.4 Performance Governance Committee 20 September  
12.5 Patient Focus and Public Involvement Committee (now Engagement and Participation Committee) 24 August  
12.6 Staff Governance 8 August  
12.7 Area Clinical Forum 14 September  
12.8 Grampian Area Partnership Forum 15 September and 26 October  

13 **Any Other Competent Business**  

There was no other competent business.  

14 **Dates of Next Meetings**  

- Board Meeting on Thursday 2 February 2017 at CLAN House, Westburn Road, Aberdeen.