

NHS GRAMPIAN

Board Meeting Open Session 05.10.23 Item 13.5
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**Minute of the Area Clinical Forum Meeting
Wednesday 28th June 2023 - 3.00 pm
Microsoft Teams**

Present:

Mrs Kim Cruttenden, ACF Chair and Chair, Area Pharmaceutical Committee
Mr Mark Burrell, ACF Vice Chair and Vice Chair, Area Dental Committee
Ms Karen Boyd, Vice Chair, Healthcare Science Forum
Dr Fiona Campbell, Chair, GAAPAC
Ms Helen Chisholm, Chair, GANMAC
Mrs Sue Kinsey, Public Representative
Ms Carol Noble, Vice Chair, AHPAC
Ms Ruth McKenzie, Chair, Area Optometric Committee
Ms Vicky Ritchie, Chair, Healthcare Science Forum
Dr Angus Thompson, Chair, Area Medical Committee

In Attendance:

Dr Adam Coldwells, Director of Strategy, NHSG
Ms Sarah Duncan, Board Secretary (Item 7)
Ms Jillian Evans, Head of Health Intelligence (Item 6)
Mr Gary Mortimer, SRO NTC Grampian ((Item 4)
Ms Carrie Stephen, Programme Manager (Item 4)
Ms Elaine Thompson, Analyst (Item 4)
Ms Else Smaaskjaer, Minute

Item	Subject	Action
1.	<p>Welcome and Apologies</p> <p>Mrs Cruttenden thanked those attending.</p> <p>Apologies noted from Sharon Jones, Elaine Neil, Catriona Sutherland, Nicola Tennant and Susan Webb.</p>	
2.	<p>Minute of meeting held on 3rd May 2023</p> <p>The minute was approved as an accurate record.</p>	
3.	<p>Matters Arising</p> <p>Statutory and Mandatory Training – Ms Cruttenden reported that she had discussed the joint ACF/GAPF commission to review statutory and mandatory training for clinical staff with the Head of Workforce and Development. She had asked for some clarity regarding the purpose of the review and what is being asked of the ACF. There was agreement that ACF does not appear to be the most appropriate forum for this and is unlikely to have the capacity to undertake a full review. Suggested that the Clinical Board would</p>	

	<p>be able to review training for clinical staff through a broader lens with some input from the ACF as and when required.</p> <p>It was agreed that Ms Cruttenden should feedback the views of the ACF to Ms Lawrie.</p> <p>Information Flow – update to be discussed at next meeting on 6th September 2023.</p>	KC
4.	<p>Bed Base Review</p> <p>Mr Mortimer introduced Ms Stephen and Ms Thompson who are undertaking the bed base review at ARI. He explained this had been commissioned to review data around current bed use and assess whether realignment of beds in ARI would create more flow through the hospital, minimise corridor care and reduce ambulance waiting outside ED.</p> <p>Ms Stephen and Ms Thompson provided a presentation and highlighted the following:</p> <ul style="list-style-type: none"> • A Scottish overview illustrated the increase in the population of Grampian and the reduction in the number of beds available per 1,000 population. Both figures were higher than that for Scotland and when figures were combined show that Grampian has the lowest number of beds available per 1.000 population in Scotland. • Modelling bed requirements across specialties showed that at 87% occupancy ARI remains 102 beds short on any given day. • Modelling highlighted a strong correlation between % occupancy and % ED performance. • There had been a number of engagement events, both formal and informal, across the system and the main concerns raised were that nothing will change, more beds will increase pressures on staff and that more surgical beds will be converted to medical beds. However, positive feedback had expressed hope that corridor care will reduce, bed numbers will increase along with staff to cover them, flow will improve and the management of admissions and discharge will become more efficient. • Engagement events had identified 14 emerging themes with increased bed capacity and how to use it, discharge planning and coordination, 7-day service and frailty pathways as the four priority themes. These will be considered by the Project Board and sub-groups. • Focus at this time is on ARI but if this approach proves successful it will be applied in other hospitals across Grampian, including Dr Gray's Hospital in Elgin. • An interim paper with options/recommendations will be presented to the Chief Executive Team mid-July. 	

	<p>Items discussed with the ACF:</p> <ul style="list-style-type: none"> • Hospital@Home is a relatively new development and it is unlikely that one H@H bed can be considered the equivalent of one acute bed as it is part of a different service model. The impact on bed capacity will be kept under review as new models of care are developed across the region. • The review of bed capacity across the system, including H@H and Rosewell, is to be welcomed as it acknowledges changes in where care is provided. • It will be important to ensure that any increased pressure on staff as a result of increased bed capacity is carefully managed. • Important to ensure that emphasis remains on the prevention of admissions in the first instance and that in the report the aim to provide improved and safer care for patients is made explicit. • Important that this is considered in the context of wider workforce and financial challenges. Updates from the project are reported to workforce and infrastructure groups and oversight is provided by the Chief Executive Team. • This issue is not exclusive to Grampian and national modelling is currently in development. • Provision of services on other sites will also be kept under consideration – e.g. does everything that is currently provided at ARI need to be delivered at ARI? • There is also a large overarching piece of work in relation to infrastructure issues and the condition of an aging estate across Grampian which will impact on some aspects of this work. <p>Dr Coldwells noted that although this is a challenging course it is essential that the work is taken forward collectively. Changes will have to be agreed against a complex background and all options to improve bed capacity should be explored.</p> <p>Mrs Cruttenden suggested that although this is being taken forward to address ‘winter pressures’ it feels that those are now regarded as ‘all year round pressures’ and the underlying issues are in need of some longer term solutions.</p> <p>The ACF thanked Mr Mortimer, Ms Stephen and Ms Thompson for attending and agreed it had been useful to see the data and have the discussion. It was agreed that awareness should be raised through professional advisory committees and feedback provided to the Project Team.</p>	
5.	<p>Area Optometric Committee Constitution</p> <p>Ms McKenzie had circulated the Area Optometric Committee Constitution and informed that ACF that the Committee proposed to amend wording in the constitution to take electronic voting, in addition to postal voting, into account.</p>	

	<p>ACF Members agreed this was a sensible approach and would review constitutions to ensure new ways of working are reflected.</p> <p>Whilst reviewing the AOC constitution Ms Cruttenden had noted the following at Section 3: “The Chairman, Vice Chairman or Depute, shall become members of the Area Clinical Forum and be entitled to participate in a non-voting capacity in all formal public NHS Grampian Board meetings.”</p> <p>She queried whether this should be reworded as ‘attend formal public NHS Grampian Board meetings’ rather than ‘entitled to participate’. Ms Duncan confirmed that only NHS Grampian Board members and any executives/officials presenting papers can participate at a Board meeting. Any items/issues to be raised at the Board must be escalated through service/portfolio structures. She also highlighted that the role of NHS Grampian Board is to maintain a strategic oversight of NHS Grampian activities and, unlike local authorities, it does not make decisions on operational matters.</p> <p>The ACF noted the position.</p>	
6.	<p>Public Health Annual Report</p> <p>Ms Evans introduced the Director of Public Health’s Annual Report which is produced each year with an aim to challenge the system and highlight any concerns relating to public health. This year the report is titled Delivering Change, Improving Lives and it highlights the key threats to population health and the actions required to address them.</p> <p>The report acknowledged the increasing health gap between the most and least vulnerable across Grampian had been widening before Covid. The current key threats are noted as:</p> <ul style="list-style-type: none"> • An increase in infectious illnesses. • A fragile health and social care system. • The cost of living crisis. • Environmental instability. <p>All of these impact on population health and are expected to add to the increasing health burden. The future burden of disease is projected to rise in the coming years by 20% with consequences, in terms of harm and a wide impact. Ms Evans advised that negative impacts should not be viewed as inevitable as collective actions can break the cycle of inequality and resultant poor health. She highlighted the following measures to manage and mitigate harms:</p> <ul style="list-style-type: none"> • Investment in the 3rd Sector and partner groups to increase 	

	<p>resilience.</p> <ul style="list-style-type: none"> • Preventative measures at community level – e.g. treat pavements in winter to prevent falls. • Support for community led activities – e.g. social prescribing. • Support for patients – e.g. the Waiting Well initiative to support patients in managing their care when waiting on appointments. <p>Items discussed with the ACF:</p> <ul style="list-style-type: none"> • The reduction in the screening programme and delays in presentation will have impacted on patients. Current focus is on raising awareness and encouraging uptake. • To support individuals in managing and taking ownership of their health it would be useful to increase public awareness of all the services and initiatives available across the system. • It was agreed there are many lessons to be learned from the response to the pandemic and both the right decisions and what could be improved should all be considered to inform planning for any future occurrence. • It is difficult for the public to navigate their way through what services are available and this can be even more challenging when gateways into those services are perceived as slow moving. • There are a range of local innovations in place across Grampian which contribute to taking forward Prevention and Self-Management. <p>Ms Evans concluded that although the report looks gloomy it helps to raise awareness of the challenges and emphasises the importance of collective and partnership action to improve health outcomes for the population of Grampian.</p> <p>The ACF thanked Ms Evans for attending and providing insight into the elements which make up the report. It was agreed that advisory committees be encouraged to access and read the report.</p> <p>Director of Public Health's Annual Report (nhsgrampian.org)</p>	
7.	<p>Election to Chair</p> <p>Ms Duncan had circulated a report to update the ACF on the process to elect a new Chair, following the expiry of Kim Cruttenden’s term of office on 30th June 2023. She confirmed that the process had been completed in line with the rules set out in Section 6 of the ACF Constitution, and that Mr Burrell would take up position as Chair of the ACF with effect from 1st July 2023 for a two year period, subject to review. Mr Burrell thanked the ACF for its support.</p>	

	<p>The ACF confirmed:</p> <p>(a) it was content that the nomination for Chair was a valid nomination.</p> <p>(b) the appointment of Mark Burrell as Chair of ACF with effect from 1 July 2023, in accordance with the rules set out in section 6 of the ACF constitution, with one valid nomination received.</p>	
8.	<p>Updates from Advisory Committees and ACF Chair</p> <p><u>Chairs Feedback</u></p> <ul style="list-style-type: none"> • Recent meeting of ACF Chairs had discussed forward planning. • The Chairs report to the meeting of NHS Grampian Board on 1st June 2023 was distributed with the agenda for this meeting. This provided an update on key issues raised at the Area Clinical Forum meeting on 3rd May 2023. <p><u>Public Health</u></p> <ul style="list-style-type: none"> • No update at this meeting. • Director of Public Health Annual Report discussed at item 6. <p><u>Area Dental Committee</u></p> <ul style="list-style-type: none"> • Had met to confirm Mr Burrell's nomination as Chair of the ACF. • ADC had agreed to undertake a review of its constitution to take into account terms of office for Chair of the ACF and Chair of the ADC. <p><u>Area Pharmaceutical Committee</u></p> <ul style="list-style-type: none"> • Is due to meet week beginning 3rd July 2023. • In accordance with its constitution there will be an election to all committee posts in September. <p><u>Healthcare Scientists Forum</u></p> <ul style="list-style-type: none"> • Meeting on 26th June 2023 had been attended by Elizabeth Wilson (Senior Nurse, Workforce Planning and Development) and Deborah Baldie (Lead Nurse, Planning and Development). This had generated useful discussion around healthcare staffing across Scotland and capacity for and access to research opportunities. • Ms Ritchies first term as Chair will conclude in August. <p><u>Area Optometric Committee</u></p> <ul style="list-style-type: none"> • Main concern remains the lengthy waiting time for cataract removal and the large number of patients referred to the Golden Jubilee Hospital. The committee will ask clinical leads to escalate this issue. • At a recent meeting Ms Ruth McKenzie and Ms Rachael Regan 	

	<p>had been confirmed as Chair and Vice Chair of the Area Optometric Committee.</p> <p><u>Grampian Area Nursing and Midwifery Advisory Committee</u></p> <ul style="list-style-type: none"> • There had been a good discussion around Magnet and Pathway to Excellence. • There had also been some discussion regarding preparation for industrial action by junior doctors. • GANMAC had considered immunisation teams and cross service working. In Aberdeenshire AHPs administer vaccinations and it was queried whether staff can then also be pulled across to do other things. The general view was that if competency is in place and training and registration is up to date this should be possible. • There had been much interest and positive feedback in relation to 'Leading an Empowered Organisation'. <p><u>Area Medical Committee</u></p> <ul style="list-style-type: none"> • Had not met since 3rd May 2023. Meeting in July will focus on the current position of GP Practices in Aberdeen City. • A future meeting will review the constituent membership of the AMC with a view to alignment with the Portfolio Management Model and increasing input from specialty areas. <p><u>Consultants Sub-Committee</u></p> <ul style="list-style-type: none"> • Concerns remain in relation to paediatric anaesthetics. Ms Cruttenden advised that there is awareness of this at various levels across the system. <p><u>Allied Health Professions Advisory Committee</u></p> <ul style="list-style-type: none"> • Had discussed recruitment concerns and had noted the actions in place to make improvements. Speech and Language Therapist internships had been opened up across Scotland. • Ms Jones is now on a phased return to work and will resume position as Chair of AHPAC in due course. • There had been general agreement that the expansion of the eESS Team had resulted in improvements to response times and the support available to staff. <p><u>Grampian Area Applied Psychologists Advisory Committee</u></p> <ul style="list-style-type: none"> • An appointment had been made to the Director of Psychology and the successful candidate will take up post in October at which time Dr Rachael Smith will step down from the position as Acting Director of Psychology. • Dr Campbell remains as Chair of GAAPAC and there is currently no Vice Chair. • GAAPAC had also noted the improvement in support for eESS. • Main discussion had been in relation to the British Psychology Society (BPS) review of job plans, currently out for consultation. 	
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	<p>There had been mixed feedback to date and concerns that how psychologists work in different areas had not been taken into account.</p> <p><u>GP Sub-Committee</u></p> <ul style="list-style-type: none"> • No update at this meeting. <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>	
	<p>AOCB</p> <p>Mr Burrell noted thanks on behalf of the ACF to Ms Cruttenden for her steady leadership in guiding the ACF across the last few years. Members thanked her for her commitment to the forum and for providing a welcoming environment for members and guests.</p> <p>Ms Cruttenden recorded thanks to members and added that she had enjoyed the experience and had welcomed the opportunity to represent the ACF at the Board and participate at Board Committees, IJB meetings and other groups.</p> <p>Future Meeting Dates 2023 (All Wednesday 15.00 – 17.00 by Teams)</p> <ul style="list-style-type: none"> • 6th September • 1st November 	
	<p>Date of Next Meeting</p> <p>Wednesday 6th September 2023 15.00 – 17.00</p>	