

## NHS GRAMPIAN

**Minute of the Area Clinical Forum Meeting  
Wednesday 4<sup>th</sup> May 2022 - 4.00 pm  
Microsoft Teams**

Board Meeting 04.8.22 Open Session Item 12.5
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**Present:**

Mrs Kim Cruttenden, ACF Chair and Chair, Area Pharmaceutical Committee  
 Mr Mark Burrell, ACF Vice Chair, Chair, Area Dental Committee  
 Dr Fiona Campbell, Vice Chair, GAAPAC  
 Ms Helen Chisholm, Chair, GANMAC  
 Ms Vicki McBain, Vice Chair, Healthcare Scientists Forum  
 Mr Craig McCoy, Vice Chair, Area Optometric Committee  
 Ms Elaine Neil, Vice Chair, Area Pharmaceutical Committee  
 Ms Carole Noble, Vice Chair, Allied Health Professionals Advisory Committee  
 Dr Rachael Smith, Chair, GAAPAC  
 Dr Angus Thompson, Chair, Area Medical Committee

**In Attendance:**

Dr Adam Coldwells, Director of Strategy/Deputy Chief Executive  
 Mrs Sue Kinsey, Public Representative  
 Mr Tom Power, Director of People and Culture  
 Ms Else Smaaskjaer, Minute

Item	Subject	Action
1.	<p><b>Welcome</b></p> <p>Mrs Cruttenden thanked everyone for attending and welcomed Dr Campbell to her first meeting of the Forum as Vice Chair of GAAPAC.</p> <p>Apologies were noted from Vicky Ritchie, Mike Steven, Catriona Sutherland and Kathryn Trimmer.</p>	
2.	<p><b>Minute of meeting held on 2<sup>nd</sup> March 2022</b></p> <p>The minute of the previous meeting was approved as an accurate record.</p>	
3.	<p><b>Matters Arising</b></p> <p>There were no matters arising</p>	
4.	<p><b>NHSG Strategy (Plan for the Future) – Colleagues and Culture (Mr Tom Power, Director of People and Culture)</b></p> <p>Mr Power had circulated a paper which outlined the Colleagues and Culture element of the NHSG Strategy (Plan for the Future). The paper provided background on the development of the strategy and</p>	

	<p>detailed the strategic aims, areas of focus and target outcomes. Mr Power reported that this part of the strategy had been developed using feedback from the broad engagement with stakeholders, organisations and staff during Phase 1 of the strategy development in 2021. He explained that the ten areas of focus will be taken forward during the six year period covered by the overall strategy and the next stage will be to develop a three year delivery plan around these key areas. The following points were raised:</p> <ul style="list-style-type: none"> <li>• It will be important to extend skills development and access to education beyond medical and dental staff.</li> <li>• There are many things to consider in terms of the culture around how we work, including national conversations regarding 7-day working and ways of thinking in relation to working from home.</li> <li>• Support to work from home should be available to all staff for whom this is practicable.</li> <li>• A leadership and management coaching culture should be developed and promoted.</li> <li>• Workforce challenges are repeatedly raised at Area Clinical Forum and is there an expectation that the Portfolio Leadership model will have a positive impact?</li> <li>• The delivery plan will articulate what outcomes will come through initially and what will then flow from there.</li> <li>• Outcomes relating to skills and capabilities should recognise that staff development requires time and capacity by both those being assessed and those who carry out the assessing and mentoring. This also applies to students on work placements across the system and to those acting up into management roles.</li> <li>• The current culture and staff experience across the system is not uniform. Work to improve the culture is ongoing and continuous.</li> <li>• A culture where behaviours and relationships are supportive and consistent across the organisation will continue to be promoted. This will include ensuring that staff have confidence they can 'call out' negative behaviours when experienced.</li> </ul> <p>Mr Burrell noted that having this open discussion demonstrated an improvement in organisational culture during recent years.</p> <p><b>Mr Power thanked the ACF for its attention and asked that any comments on the discussion paper should be forwarded to him before lunchtime on Thursday 12<sup>th</sup> May.</b></p>	
5.	<p><b>Updates from Advisory Committees and ACF Chair</b></p> <p><u>Chairs Feedback</u></p> <ul style="list-style-type: none"> <li>• Mrs Cruttenden informed the ACF that there were no significant items to report. Some forums are reviewing roles and responsibilities and she will keep ACF informed of any</li> </ul>	

	<p>interesting items which emerge in discussions.</p> <p><u>Public Health</u></p> <ul style="list-style-type: none"> <li>• no update at this meeting.</li> </ul> <p><u>Area Pharmaceutical Committee</u></p> <ul style="list-style-type: none"> <li>• Main concerns remain workforce challenges. There had been some community pharmacy closures due to staff shortages.</li> <li>• The Government had confirmed its intention to start training up pharmacy technicians which had been welcomed as a step in the right direction.</li> </ul> <p><u>Healthcare Scientists Forum</u></p> <ul style="list-style-type: none"> <li>• Concerns raised regarding staff shortages, particularly the impact on small and single-person services.</li> <li>• Work is ongoing to direct the funding made available towards future proofing those fragile services.</li> </ul> <p><u>Area Dental Committee</u></p> <ul style="list-style-type: none"> <li>• New contracts relating to NHS patients had been issued which should improve the position around access and remuneration. However, the remuneration uplift is only confirmed for three months so the future position remains uncertain.</li> <li>• There are ongoing problems regarding service provision in Moray.</li> <li>• Active recruitment is ongoing into some senior posts at the Dental School.</li> </ul> <p><u>Area Medical Committee</u></p> <ul style="list-style-type: none"> <li>• Recent meeting had discussed closure of Aberdeen City medical practice and the transfer of patients..</li> <li>• There had been an interesting discussion with colleagues from the Centre for Sustainable Delivery.</li> <li>• Report from University of Aberdeen had indicated a reduction in clinical academics. The AMC highlighted the importance of sustaining the teaching elements of the medical school and its concerns will be raised with Professor Bhattacharya as Head of the Medical School.</li> <li>• Concerns from Dr Gray's raised at AMC and its Sub-Committees. There is an ongoing discontent and disconnect regarding the investment in place across the hospital site and it would be helpful if senior management and senior medical staff could meet to improve communications and provide assurance that the services provided are valued.</li> </ul> <p><u>GP Sub-Committee</u></p> <ul style="list-style-type: none"> <li>• No update at this meeting.</li> </ul> <p><u>Consultants Sub-Committee</u></p>	
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	<ul style="list-style-type: none"> <li>• No update at this meeting.</li> </ul> <p><u>Area Optometric Committee</u></p> <ul style="list-style-type: none"> <li>• Recent election had resulted in a new member being returned to the Committee.</li> <li>• AOC had welcomed confirmation of an increase in fees but remain concerned that the amount offered will not be enough to ensure sustainability.</li> <li>• Later in the year there will be further enhanced payments for community optometrists to manage moderate conditions and reduce hospital admissions.</li> <li>• AOC discussed communication with GPs to highlight that optometrists operate their own triage system and patients should not be sign posted to optometry practices with the expectation of immediate attention/treatment.</li> </ul> <p><u>Allied Health Professions Advisory Committee</u></p> <ul style="list-style-type: none"> <li>• Sharon Jones, Radiology Manager, had agreed to be Chair of AHPAC and this will be formally endorsed at the next meeting.</li> <li>• There had been discussion around problems with the Job Train system. Particular issues had been raised about applicants not attending for interview because they had not received the e-mail and also a lack of clarity regarding venues for interview. This had been reported to HR and will be picked up nationally.</li> <li>• Susan Carr, Director of Allied Health Professions, had attended and noted the impressive collaborative working across the system and how AHPs had provided mutual aid to colleagues and continue to apply lessons learned during the pandemic.</li> </ul> <p><u>Grampian Area Nursing and Midwifery Advisory Committee</u></p> <ul style="list-style-type: none"> <li>• GANMAC had discussed pressures in the system and especially the increased responsibilities on senior nurses when on call across the hospital. They are now essentially working an extra shift without the additional rest time allocated to staff when on rota. Mrs Cruttenden asked to be provided with more information, including whether this had been escalated through the appropriate line management channels, before raising this as a concern in her report to the Board.</li> </ul> <p><u>Grampian Area Applied Psychologists Advisory Committee</u></p> <ul style="list-style-type: none"> <li>• Had welcomed Fiona Campbell as Vice Chair of the Committee.</li> <li>• Some funding had been confirmed for additional posts.</li> <li>• Interviews for the Director of Psychology post had been scheduled.</li> </ul> <p><b>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.</b></p>	
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6.	<p><b>Key Messages from ACF to the Board</b></p> <p>Main Themes:</p> <ul style="list-style-type: none"> <li>• Ongoing workforce challenges.</li> <li>• Concerns raised by ADC regarding provision in Moray.</li> <li>• Concerns raised by AMC regarding closure of GP Practices.</li> </ul>	
7.	<p><b>AOCB</b></p> <p><b>Dr Gray's Hospital</b> - Dr Thompson suggested that the matters raised about Dr Gray's Hospital should be brought to the attention of the Board. Dr Coldwells advised that it would be important to consider how this would be best framed as it may not be helpful for ACF to be perceived as a group which presents problems but as a forum presenting suggestions on how it could be part of the solution. He noted that the issues raised around Dr Gray's, including a need to reduce the feeling of isolation, are recognised and solutions are being actively explored. Dr Thompson asked if it would be helpful to have some cross-professional meetings to discuss how to sustain services in Moray. Dr Coldwells agreed that all options should be explored.</p>	
	<p><b>Date of Next Meeting</b></p> <p>Wednesday 29<sup>th</sup> June 2022. 15.00 – 17.00 by Teams.</p> <p>Mrs Cruttenden also proposed that she would arrange Teams invitations for interim meetings for those who can attend. This will be arranged for the remainder of 2022 and then reviewed.</p>	