

Approved



NHS GRAMPIAN Meeting of the Grampian Area Partnership Forum (GAPF)
Thursday 19 December 10.00 am to 12.30 pm
Conference Room/Microsoft Teams

Board Meeting
06.02.25
Open Session
Item 11.5.2

Present:

Adam Coldwells, Interim Chief Executive - Chair
Steven Lindsay, Elected Staff Side Chair/Employee Director - (Co-Chair)
Diane Annand, Staff Governance Manager
Lynn Boyd, Service & Development Manager, Aberdeenshire Health and Social Care Partnership
Ian Cowe, Head of Health and Safety
Jamie Donaldson, Elected Chair of H&S Reps
Natalie Jeffery, Business Manager Moray CHP
Cameron Matthew, Divisional General Manager Surgical Services
Lynn Morrison, Director of Allied Health Professions
Jason Nicol, Head of Wellbeing, Culture and Development
Philip Shipman, Head of People and Change (part)
Janine Legge, Unison Representative
Alan Wilson, Director of Infrastructure and Sustainability
Gerry Lawrie, Head of Workforce
Sandy Reid, Lead – People and Organisation, Aberdeen City CHP
Michael Ritchie, Unite the Union
Jane Gibson, RCN Representative

In attendance:

Tracy MacDonald, HR Hub Manager (JE Management Lead)
Keith Grant (UNISON) (part)
Ted Reid, Head of Logistic Services
Sarah Irvine, Deputy Director of Finance
Catriona Downie, Secretary

	Subject	Action
1	<p>Welcome and Apologies</p> <p>Adam welcomed all to the meeting. The meeting wasn't quorate, due to only 3 staffside organisations being represented, however, Adam and Steven agreed to proceed with key decisions being taken to the next meeting for endorsement</p> <p>Apologies noted:</p> <p>Alison Evison, NHSG Chair Tom Power, Director of People and Culture Gavin Payne, General Manager, Facilities and Estates Chantal Wood, Deputy General Manager, Facilities and Estates</p>	

2	<p>Minute for Approval</p> <p>The minute of the meeting held on 21st November was approved as an accurate record for later sign off either when quorate, or confirmed email.</p>	
3	<p>Matters Arising</p> <p>None noted.</p>	
4	<p>Well Informed</p> <p>a. October Staff Governance Report</p> <p>A report from the Staff Governance Committee was shared prior to the meeting, and Joyce Duncan provided a summary of the details included which confirmed the areas where the Committee had received assurance.</p> <p>There were no questions and Adam, on behalf of GAPF, thanked the Committee for their ongoing work and Joyce for the detailed report provided.</p> <p>b. Job Evaluation Annual Performance Report 23/24</p> <p>NHSG were required to submit a report to STAC Job Evaluation Group, which was shared with the GAPF papers prior to the meeting. Some amendments have been made following submission to the following questions, which were highlighted by Tracey MacDonald:</p> <p><i>Question 5 – Are there sufficient numbers of trained job analysts and evaluators to support expected local evaluation over the next 12 months?</i></p> <p>Links are being made with NHS Scotland to try and increase the pool nationally, with representatives from each board.</p> <p><i>Question 17 – When a post is submitted for re-evaluation is there an agreed process for deciding in partnership whether the changes are significant?</i></p> <p>To implement more governance at the start of our process to filter out roles where minor changes have occurred and/or the role has organisationally been agreed.</p> <p>Common theme regarding re-evaluation is that more training is required. There aren't enough matchers for general Job Evaluation or for the AfC Non Pay Reform Band 5 reviews.</p>	

Ted Reid advised that as part of the current application, Aberdeen City Council have reverted to NHSG with additional questions. The main one relating to the number of spaces and the split of these spaces between visitors/patients and staff, for which a physical count was undertaken. It has been perceived that the multi storey car park has been overtaken by staff, however Ted confirmed this is not the case as staff should only park on level 6 or above, which is open to both staff and visitors.

It has also been portrayed via social medial that the car park is always full, which again is untrue as has not been full since early this year but can be congested, however this is being managed.

Ted continued to advise that due to winter pressures, no changes will be made until Spring 25 however he will come back with an update to the February/March GAPF Meeting.

Keith Grant highlighted that there may be additional issues for staff already based at and those moving to Summerfield House if ARI based staff park and walk down to site.

Staff are receiving regular updates via globals, which will continue.

In response to a query raised on staff compliance with the request to only use level 6 and above, Ted advised that his staff monitor the lower levels as this was a required for Aberdeen City Council on how this would be managed. In addition, Automatic Number Plate Recognition is to be introduced for the higher levels.

ACTION: Ted Reid and Keith Grant to provide an update on parking to future meetings of GAPF

TR/KG

d. GAPF Development Event Summary Paper

Gerry Lawrie reported that the GAPF Development Event held in September was very successful and a privilege to be around. The focus was on burnout and psychological safety, with the morning session delivered by Dr Thakara Gunaranthe. The key message was about how to support Partnership working, with clear links to psychological safety.

There are no slides to share, however the mentimeter results were shared with the papers along with a summary of the event.

The Ask Adam Live session had been noted down on the day and was insightful to hear responses from the Chief Executive Team representatives given that the questions were not prepared in advance, Gerry suggested sharing this paper more widely.

	<p>A good response was received by attendees that signed up to receive a reminder of their action, in 6 months.</p> <p>The next event is due to take place on 18th September 2025 and planning has started, with thoughts on a topic of “Dealing with Change”.</p> <p>Gerry expressed her thanks to all on the planning committee, as well as to Audrey and Brooke for the admin support.</p> <p>Adam highlighted that follow up is key and suggested a slot at each monthly GAPF for this purpose and to review what has been done, which will be facilitated by a member of Jason Nicol’s Wellbeing, Culture and Development Team.</p> <p>e. Concerns about Staff Experience</p> <p>Further to discussion at the last meeting, Adam, Steven and Tom met in the first instance to explore these issues further.</p> <p>Steven reported that this is in response to collective concerns including staff being seen outwith the site in uniform, linked to wider issues ie not having sufficient changing facilities.</p> <p>It was agreed during this initial discussion that from a long list, agreement is to be made on 2-3 areas that can be progressed with 2-3 management areas to lead on the work.</p> <p>Steven and Tom will start the initial work, with the next stage being to try and understand where things have become stuck so that the issues raised can be acknowledged.</p> <p>Jane highlighted particular issues that have been raised with her as RCN Rep:</p> <ul style="list-style-type: none"> • Clinical staff asked to change in public toilets and clean these when they leave • Staff asked not to take valuable items to work as no secure areas to store them • Uniform Policy - IPCT issues when going home in uniform • No consistency regarding breaks • When colleagues do get a break, facilities closed so spending time going to another facility and eating whilst walking back • No suitable facilities to spend break time • Staff concerns regarding culture • Young nurses looking at exit plans • Trauma facing nurses every day • Staff at breaking point 	<p>AG/JN</p>
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	<ul style="list-style-type: none"> • Staff don't feel safe to deliver training, as no additional hours and unable to get time back <p>Adam acknowledged that culture is very difficult as can be symptom of the pressure, which can result in different people reacting in different ways.</p> <p>The following points were raised in discussion:</p> <ul style="list-style-type: none"> • Breaks spilling into safe places, including the Sandpiper Trust area which is being used as a lunch area by colleagues which then results in complaints from the public. • There are concerns re the standard of facilities at AMH. A bid was submitted to charities for suitable furniture, however this had been rejected due to the future move to the Baird Family Hospital. Jamie Donaldson is to take this issue to the next Facilities and Estates meeting for a plea for furniture. • In Moray, breaks are not being taken due to demand and issues with culture are being reported to the workforce lead, which are being signposted back to the service but there are gaps in the support being provided and concerns that these issues are possibly being pushed back to a manager that could be part of the problem. • Any registrant must make the decision on whether it is safe to take a break and if feeling the pressure and not taking a break, this is then perceived as bad behaviour <p>Adam acknowledged the huge pressure that line managers are under, and he advised that there is ongoing work with the Chief Executive Team and the Scottish Government to support the system pressures causing the demand and capacity within teams.</p> <p>Steven and Tom to start discussions early new year to identify 2-3 areas of work that can be focussed on, with inclusion from Jane, Jason Nicol and a senior colleague from Facilities and Estates with the aim to commission multi-disciplinary teams to look at issues in their area to identify how these can be supported. This will then remain a standing agenda item at GAPF to review progress.</p>	SL/TP
5	<p>Involved in Decisions</p> <p>a. Health and Safety Update</p> <p>Ian referred to the paper shared and provided a summary of the content.</p>	

Gerry recommended that everyone undertake the H&S Training for Managers by working through the modules in bite size pieces.

GAPF congratulated Ian and team on the good work.

b. Finance Update

Sarah Irvine presented her update via a set of slides.

The draft final plan is due to be submitted to the Scottish Government on the 27th January.

Steven reported that the Aberdeenshire IJB's financial position is worsening at a worrying rate, with the local authority approach to cost cutting and employment practices being very different to the NHS. That financial challenge would likely increase for the next financial year since all 3 IJB's have used up their share of the reserves.

Sarah confirmed in response to a query, that the 10% savings by all services will not be enough to cover the deficit, and the reality of delivering at pace is a real challenge.

Adam added that this is the stark reality of more pressure, the staff being asked to make the savings are the same staff that are dealing with complaints and being asked to transform the system. The Chief Executive Team are aware and are trying to find a solution.

Jamie thanked Sarah for her clear report and referred back to the IJB financial issues and how they can deliver their services at a level that is acceptable.

The complaints that come in aren't usually service delivery based, but because of poor communication and what is seen as poor behaviour.

Adam highlighted that due to geography, improvements to the NHS are difficult to do locally and should be undertaken as country and how this can be framed and be sustainable.

The expectations of the public are difficult to manage and given the challenges in Grampian, Jane suggested having a conversation with the general public regarding the expectation of what they want vs what can be delivered.

GAPF thanked Sarah for her update.

6	<p>Treated Fairly and Consistently, with Dignity and Respect, in an environment where Diversity is Valued</p> <p>a. Non-Pay Elements of Agenda for Change Pay Award</p> <p>A flash report was submitted as an update, which Steven provided a summary for as co-chair of the Programme Board.</p> <p><u>Reduced Working Week</u> 93% of Agenda for Change have reduced the working week by 30 minutes, however as we move into the next financial and annual leave year on 1st April, there is still no further guidance nationally. Teams are being asked to start to consider how they will reduce by a further 30 minutes then to the full 1 hour 30 minutes. Communications will be shared early in the new year.</p> <p><u>Band 5 Nursing Review</u> Jane updated that the RCN are to do roadshows, online communications and it has been mooted that champions will be identified in specific areas. Some reviews, elsewhere in Scotland, are coming out at band 7 rather than expected band 6.</p> <p>There will be local communication that will tie in with the RCN. Feedback from staff is the time/capacity to complete the onerous questionnaire, which has 75 questions.</p> <p>Steven reported that the biggest AfC group is nursing and previously have not progressed regradings, when compared to other job families such as the Allied Health Professions. More nurses currently need a masters qualification to progress which isn't consistent with other staff groups and has had an impact on retention.</p> <p>Adam concluded by advising that from the £2.1 billion funding, a staggering amount of £1.9 billion of that is for pay alone.</p>	
7	<p>Provided with a continuously improving and safe working environment, promoting the health and wellbeing of staff, patients and the wider community</p>	
8	<p>Appropriately Trained and Developed</p>	
9	<p>Any Other Competent Business</p>	
10	<p>Communications messages to the Organisation</p>	
11	<p>Date of Next Meeting</p> <p>Thursday 16th January 2025, 10.00 - 12.30 via MS Teams</p>	

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