

**NHS GREATER GLASGOW AND CLYDE
AREA PARTNERSHIP FORUM**

Minute of Meeting held at 9.30 am on Thursday 8th June 2006 in Board Room 1, Dalian House,
350 St Vincent Street, Glasgow G3 8YZP

PRESENT: As per Sederunt

ACTION

1. Welcome and Apologies

The Co-Chairs welcomed all present and apologies were acknowledged from:

Andy Carter, Brian Cowan, Rosslyn Crocket, Annette Fiddes, Ian Forbes,
Joseph Gallagher, Kate Kenmure, Karen Loudon, Carolyn MacLellan, Andy
Patrick, Ian Reid and Jakki Sheppard.

2. Items for Discussion:

Catriona Renfrew had agreed with Donald Sime that the Partnership Conference would take place on 29th August and that this fitted well with the planning process. Catriona, therefore, wished a dialogue with the Forum as to an appropriate programme for the Conference. After much discussion it was agreed that the programme should consist of:

- A general overview of partnership structures
- The framework and constraints in relation to planning
- The financial framework and resource allocation
- Health improvement and health inequalities

The conference should be workshop-based to allow Staff-Side and Managers to input into the Board's delivery and health plans.

Five Year Financial Plan

Douglas Griffin presented the paper "Five Year Financial Plan (Greater Glasgow)". Balance had been achieved for both recurring and non-recurring funding bringing Greater Glasgow into a break-even position for the 2006/07 financial year. The Board had raised the issue of funding for unmet needs with the Scottish Executive Health Department in light of the review of the Arbutnott formula. Under the current application additional funding had been made available for specific uses, but this might not be the case following review. The Scottish Executive would consider the issue of funding for unmet needs as part of the process of reviewing the output of the work of NRAC, and this might redress the loss of funding in 2006/07. Tom Divers and Douglas Griffin would raise this matter with Kevin Woods and Alex Smith prior to the next expenditure review.

Clyde Recovery Plan

Douglas Griffin delivered a verbal report in regard to this item. Based on a review of the service budgets and out-turn for 2005/06 recurring costs exceeded income by £28 million per annum – some 5% of the full budget. A process had been established to address the £28 million deficit and this would identify ideas for cost savings which would then be taken forward as detailed service reviews. Agreement had been reached with the Scottish Executive to maintain Clyde finances separately until plans were in place to address the gap between funding and revenue expenditure with a view to reaching financial balance for Clyde within 3 years. The approach would be similar to that taken to address the Greater Glasgow deficit, but the scale of the problem was relatively greater and so a more comprehensive and in-depth review was needed.

Greater Glasgow – ASR Update

Helen Byrne presented the papers “Update on the Acute Services Review” and “Review of Clyde Acute Services”. The bed model has been reviewed to take into account the new access targets for elective day case inpatient and outpatient treatments and also had been adjusted to reflect the development of enhanced community care services/facilities allowing for patients to be discharged more expeditiously from the acute sector. From within the NHS Greater Glasgow overall bed number the bed distribution for inclusion in the outline business case for the new Southern General Hospital to be submitted to the Scottish Executive in December would be developed. Clearly it would be necessary to continue to review the NHS Greater Glasgow bed model in light of any ultimately approved changes to the disposition of services in Clyde and Lanarkshire.

In regard to the new Children’s Hospital much detailed work was underway following the publication of the Calder Group’s report. It was important also to synergise services between Greater Glasgow and Clyde.

With regard to the new ACAD Hospital developments it was reported that we were on target to achieve financial close by the end of August with building work commencing on the two new hospitals in late September/early October.

During discussion staff-side colleagues emphasised the importance of ensuring that any additional capacity required within the community was in place before services were discontinued within the Acute setting. With regard to discussion about the balance of beds within the bed model between Acute and Rehabilitation, Robert Calderwood advised that historically there had been an imbalance in bed allocation between Acute and Rehabilitation, particularly within the Medical Specialties and Orthopaedics and that the new bed model saw a significant increase in the Rehabilitation bed complement which would be important to ensure that patients moved smoothly through Acute care and back into community settings.

Clyde – Clinical Services Strategy Review

A detailed study was underway of the medical and clinical workforce and at first sight issues identified were not dissimilar to those encountered in Greater Glasgow and elsewhere. Some of these could be dealt with in the short-term, but others were more significant and would require long-term solutions.

It was reported that the strategic review of clinical services within Clyde would result in reports being submitted through the Area Partnership Forum and to the NHS Board and where new clinical strategies were adopted the implementation of the clinical strategy would then result in joint working arrangements being established in conjunction with the Acute Services Division’s Partnership Forum.

With regard to the current Clyde Clinical Strategy Steering Group it was agreed that Tommy McWilliams would be nominated from the Staff-Side membership of the Area Partnership Forum to sit on this group.

Organisational Objectives and Transformational Themes

Juli McQueen, Head of OD (Corporate) explained the current performance management and development process. Corporate Objectives informed staff personal development plans and the organisational development programme would look into the ways that staff worked, however, this was an ongoing and long-term process. It was acknowledged that there needed to be a link between the KSF and the National Occupational Strategy.

3. Minute of Last Meeting (25.05.06) and Matters Arising

The minute of last meeting was approved.

Parental Leave

Donald Sime reported that Staff-Side agreed to the proposals on paid parental leave put forward by Ian Reid, but without detriment to staff's contractual rights.

Pay

An agreement had been reached at Scottish level for payment on account for Agenda for Change staff in relation to the pay increase for 2006/07 pending assimilation. A circular was awaited.

4. Secretariat Report***Agenda for Change***

Work was ongoing with the release of staff to populate job-matching panels progressing with a view to reaching the October date for assimilation. Staff unhappy with their job matching/assimilation result and wishing a review must register for review within 3 months of the date of the assimilation letter.

It was anticipated that SPRIG would, in the near future, produce a model review policy for Agenda for Change. Thereafter, NHS Greater Glasgow and Clyde would be able to adopt a policy based on the SPRIG model.

Concerns were raised in regard to backdated pay for assimilated staff. This was a sizeable function for Payroll and discussion was ongoing. Anne MacPherson and Ian Reid would issue a communication in this regard in the near future.

IR/AMacP***HR Policy Development Programme***

The Secretariat has agreed a timeframe for harmonisation of policies across NHS Greater Glasgow and Clyde in accordance with the agreed list of priorities. This coincides with Area Partnership Forum meeting dates to December 2006.

Laboratory Medicine Strategy Review

The review was now concluded and detailed discussion with affected staff was required.

Concerns were raised in regard to the workforce planning numbers and the basis on which these were predicated.

Staff-Side asked that the Board be made aware on submission of the strategy paper that, while there was general agreement in terms of the direction of structuring laboratory services to match the new acute service provision, there was no consensus in relation to either the workforce plan or the implied terms and conditions on which the strategy is based. It was recognised that these would be subject to negotiation between the Board and the appropriate Trade Unions.

Robert Calderwood reiterated that organisational change protection would apply to staff as a consequence of implementation of the review and/or adoption of any new working practices.

Catering Review

The review was ongoing and more detailed discussion was now required.

It was noted that the Staff-Side proposals to the Catering Group's terms of reference had been accepted and incorporated.

National Shared Services

An NHS Greater Glasgow and Clyde Steering Group, Chaired by Douglas Griffin, Director of Finance, had been set up to deal with this and 3 sub-groups had subsequently been formed. These looked at HR, communications and a service model to support implementation.

Health Visitors

The Royal College of Nursing had raised with Ian Reid and Catriona Renfrew, anxieties, particularly amongst Health Visitors, about changes in children's services, the impact of CHCPs, service integration, the Hall 4 changes and the introduction of the integrated assessment framework following last year's pilots. It had been agreed that there would be an early briefing event for appropriate staff-side representatives within the next 6 to 8 weeks..

Date of Next Meeting

Annual Accountability Review – 22nd August 2006 (further details to be advised)

JOC (APF Staff-Side) – 10.00 am on Thursday 24th August 2006 in Board Room 2, Dalian House

JOC (APF Staff-Side) – 10.30 am on Thursday 31st August 2006 in Board Room 1, Dalian House

APF (Workforce) – 11.30 am on Thursday 31st August 2006 in Board Room 1, Dalian House

SEDERUNT

Meeting: Greater Glasgow and Clyde Area Partnership Forum

Date: 8th June 2006

Venue: Board Room 1, Dalian House

Time: 9.30 am

NAME	DESIGNATION
Tom Divers	Co-Chair
Donald Sime	Co-Chair
Rona Agnew	Secretariat (Staff-Side)
May Bassy	Secretariat (Management-Side)
Helen Byrne	Director of Acute Services
Robert Calderwood	Chief Operating Officer, Acute Services Division
Cathie Cowan	Director, South East CHCP
Sandra Davidson	UNISON
Margaret Dean (dep for Annette Fiddes)	UNISON
Caroline Fee	Society of Chiropodists and Podiatrists
Michael Fuller	Regional Officer, Amicus
Douglas Griffin	Director of Finance (Corporate and Partnership)
Billy Hendry	Amicus
Frances Lyall	Co-Chair, Acute Partnership Forum
Ross McCulloch	Royal College of Nursing
Michael MacNeil	Regional Organiser, UNISON
Alison McLintock	Society of Radiographers
Juli McQueen	Head of Organisational Development (Corporate)
Thomas McWilliams	UNISON
Cathy Miller	UNISON
Keith Redpath	Director, West Dunbartonshire CHP
Catriona Renfrew	Director, Corporate Planning and Policy
Mandy Robertson	Secretariat (Staff-Side)
Alan Rumley	Federation of Clinical Scientists
Kath Stewart	Secretariat (Management-Side)
Caroline Wilson	Chartered Society of Physiotherapists
Crawford Young	British Medical Association

IN ATTENDANCE: Olivia Cornacchia, Partnership Co-Ordinator