

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

Minute of meeting held at 11.30 am on Thursday 25th May 2006 in the Boardroom, Ross House

PRESENT: As per Sederunt

ACTION

1. Welcome and Apologies

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

Rona Agnew
Brian Cowan
Sandra Davidson
Linda de Caestecker
Annette Fiddes
Kate Kenmuir
Michael MacNeil
Caroline Wilson

Ian Reid advised the Management-Side Secretaries would be May Bassy and Kath Stewart with Rona Agnew and Mandy Robertson being the Staff-Side Secretaries.

2. Minute of Last Meeting (27.04.06) and Matters Arising:

The minute of the last meeting was approved with the amendment that Jakki Sheppard's apologies be noted.

Cathy Miller wished to raise Catering as an issue for discussion, it was agreed it would be looked at towards the end of the meeting.

Clyde Pay Date

Staff-side expressed their disquiet that the agreement reached between Mandy Robertson, Donald Sime and Ian Reid to continue the practice for the pay of staff of the former NHS Argyll and Clyde to reach banks on the last Wednesday instead of the last Thursday of the month for a period of two months had been overturned. Clyde staff had been notified in payslips that they would be paid on a Wednesday for one month only and in June this would move to a Thursday. Staff-Side expressed their disappointment that the verbal agreement had been overturned and their concerns regarding the implications of this in terms of trust and partnership working.

Following further discussion, Ian Reid apologised that this amendment to the agreement had not been communicated to staff and that the communication in payslips was not felt adequate. He also pointed out that it was not the intention to disrupt partnership working. It was agreed that Catriona Smith and Mandy Robertson meet to draft a letter to go to staff regarding this and that the existing arrangement would be extended for a further month changing to a Thursday payday in July. Catriona Smith would communicate this to payroll.

CS

Workforce Plan

Ian Reid explained that the draft is due for completion in the next two weeks and it will be circulated. Copies of the Clyde Workforce Plan are available from John Hamilton, Head of Board Administration.

Partnership Agreement

Donald Sime explained that he and Tom Divers had now signed off the agreement and members should have received copies. The detail of other structures is in the process of being finalised. The Mental Health Partnership is due to have their first forum in July, while the Acute Division have held their first meeting in the last month. Andy Carter explained that the CHPs and CHCPs are in the process of agreeing the format of their Staff Partnership Forum in terms of numbers from each organisation. It is planned to follow the national model. The Staff- Side expressed their view that this has been a positive start to building partnership within the new structures.

Mandy Robertson explained that Renfrewshire and Inverclyde are at a different stage and that existing partnership arrangements would continue until the forums are established. Keith Redpath explained that he would be managing interim arrangements for Inverclyde.

3. Secretariat Report

Ian Reid explained that the Secretariat is meeting again on Friday. The first meeting of the Secretariat was found to be useful in terms of setting the agenda for future meetings.

4. Items for Discussion***Revised Staff Governance Standard***

There was some discussion about this regarding concern around some of the points and language used. However, there were also some positive comments from the staff side. It was agreed that Anne McPherson and Donald Sime meet to discuss feedback on the document with a view to developing a joint response to SWAG.

AM/DS

Staff Survey and Staff Governance Action Plan

Ian Reid explained that the results of the survey were not yet available.

Staff side expressed concern that the previous staff surveys were conducted well and feedback was given quickly and efficiently, compared with the new approach undertaken nationally. They expressed their disappointment in the time it has taken to feedback results and concern that this will result in future surveys being met with a poor and negative response. Anne McPherson pointed out that a time of organisational change is perhaps not the best time for issuing benchmarking surveys.

It was agreed that a joint letter be sent by Ian Reid and Donald Sime to the Scottish Workforce and Governance Committee Chairs.

IR/DS

Agenda for Change

Ian Reid explained that at a meeting with Donald Sime, Jonathan Best and Elizabeth Stow, concern had been expressed regarding the rate of progress of the matching and assimilation exercise in Glasgow and the October deadline. It was agreed that the group would write to job matchers seeking to increase activity with dedicated panels and to support this with appropriate backfill arrangements. Appropriate payment would also be considered for work undertaken beyond normal hours. The details in relation to this were referred to the Secretariat.

DS/IR

Parental Leave (Management Proposal)

Ian Reid explained that this had been an ongoing issue. Under Agenda for Change the PIN requires to be implemented and, therefore, a phased approach has been proposed for Glasgow between 1st October 2004 and 30th September 2006, with full implementation taking effect on 1st October 2006. Donald Sime stated that the proposal was timely in that the Accountability Review will take place in August. Staff-side agreed that they would respond by close of business on 31st May 2006.

DS

Childcare Tax Vouchers

It was agreed to set up a working group led by Helen Ostrycharz to research the tendering of a scheme for the introduction of Child Care Tax Vouchers. It was also agreed that Karen Morin and Mandy Robertson be added to the group. The first date for the group to meet has been tentatively set for June.

HO***Health & Safety Forum***

It is the intention to establish a Health and Safety Forum under the Health and Safety Committee Regulations. Donald Sime and Ian Reid will be meeting Kenneth Fleming, Health and Safety Adviser, in relation to this. Barbara Scorgie sought clarification around how Occupational Health would be integrated across Greater Glasgow and Clyde. Anne MacPherson responded that work in this regard was being undertaken.

Integration of Argyll & Clyde Nursing Structures – Clyde

Catriona Smith tabled a document on the proposed Clyde nursing structure that would be subject to a four-week period of consultation commencing from the date of this meeting.

APF

Andy Patrick expressed concerns on behalf of the staff side regarding the document in terms of how it had been introduced and how communication with staff had taken place. It was agreed that this be added to the staff side agenda for next week's meeting.

DS***Catering***

Cathy Miller sought clarification on the catering review and the subsequent impact on the Sodhexo contract at Glasgow Royal Infirmary. Ian Reid explained that discussions had taken place with Michael MacNeil and Alex McIntyre to agree a position statement.

Olivia Cornacchia was chasing up the final remit of the Catering Review Group. This will be distributed.

OC**5. Items for Information*****Pay 2006/07***

Ian Reid advised that the Scottish Terms and Conditions Committee were in discussion regarding "payment on account" for those staff in Scotland not yet assimilated on to Agenda for Change. Donald Sime had circulated to colleagues the English circular for Medical and Dental staff. Anne MacPherson stated that the Scottish Advance Letter for Medical and Dental staff had also been issued.

6. Date of Next Meeting

JOC – 10.00 am on Thursday 1st June 2006 in Boardroom 1, Dalian House

APF – 9.30 am on Thursday 8th June 2006 in Boardroom 1, Dalian House

SEDERUNT

Name: Greater Glasgow & Clyde Area Partnership Forum

Time: 11.30 am

Date: Thursday 25th May 2006

Venue: Boardroom, Ross House

NAME	DESIGNATION
Ian Reid	Co-Chair
Donald Sime	Co-Chair
May Bassy	Secretariat
Andy Carter	Associate Director of Human Resources
Rosslyn Crocket	Nurse Director
Caroline Fee	SOCAP
Ian Forbes	Amicus
Joseph Gallagher	Acting Professional Officer, Royal College of Nursing
Billy Hendry	Amicus
Karen Loudon	Royal College of Nursing
Carolyn MacLellan	British & Irish Society of Orthoptists
Anne MacPherson	Associate Director of Human Resources
Ross McCulloch	Royal College of Nursing
Alison McLintock	Society of Radiographers
Thomas McWilliams	Unison
Cathy Miller	Unison
Helen Ostrycharz	HR, NHSGGC
Andy Patrick	Royal College of Nursing
Keith Redpath	Director, West Dunbartonshire CHP
Mandy Robertson	Secretariat
Barbara Scorgie	British Medical Association
Jakki Sheppard	Royal College of Midwives
Catriona Smith	Human Resources
Kath Stewart	Secretariat
Crawford Young	British Medical Association

In attendance: Rachel Fishlock, Human Resources
Andrea Thompson, Communications