

ACF(M)18/05
Minutes: 65 - 79

GREATER GLASGOW AND CLYDE NHS BOARD

**Minutes of a Meeting of the
Area Clinical Forum
held in Meeting Room B, J B Russell House,
Corporate Headquarters, Gartnavel Royal Hospital,
1055 Great Western Road, Glasgow, G12 0XH
on Thursday 6th December 2018 at 2.00pm**

PRESENT

Audrey Thompson - in the Chair (Chair, APC)

Ruth Hamilton	Chair AAHP & HSC
Gayle Cooney	Vice Chair APsyC
Kathy Kenmuir	Chair ANMC
Cerys MacGillivray	Chair APsyC
Lesley Rousselet	Vice Chair AOC
Alastair Taylor	Chair AMC

IN ATTENDANCE

Jane Grant	Chief Executive (To item 69)
Elaine Love	Chief Nurse (To item 69)
Patricia Mullen	Head of Performance
Angus Cameron	Clinical Lead, WoS Regional H&SC Delivery Plan
Alastair Ireland	Consultant, Emergency Care & Medical Services
Geraldine Mathew	Secretariat Manager

ACTION BY

65. APOLOGIES & WELCOME

Apologies for absence were intimated on behalf of Margaret McGuire, Jennifer Armstrong, Ron Alexander, David McColl, Yas Aljubouri, Julie Tomlinson and Joanne Findlay.

The Chair welcomed Elaine Love to the meeting. Ms Love attended on behalf of Dr Margaret McGuire.

The Chair welcomed Ms Patricia Mullen, Dr Ireland and Dr Cameron to the meeting.

NOTED

66. DECLARATION(S) OF INTEREST(S)

No declaration(s) of interest(s) were raised in relation to any of the agenda items to be discussed.

NOTED

67. 2017/18 ANNUAL REVIEW

Ms Mullen attended the meeting to provide an overview of the arrangements for the 2017/18 Annual Review.

The Review would take place on Monday 11th March at the Teaching and Learning Centre, Queen Elizabeth University Hospital (QEUH). Ms Mullen noted some changes to the procedures for the Review, and advised that the meeting would no longer be a public event on the day itself; however Boards would be expected to conduct a public event at another time. Ms Mullen also noted that there would not be a private Board session at the Review. The meeting would commence at 10am and the Area Clinical Forum were asked to complete a submission report which outlined the activity of the Forum over 2017/18. Ms Mullen circulated last year's report for information and reference. The deadline for submission of the report to Ms Mullen was 28th January 2019. Ms Mullen would collate for onward submission to the Scottish Government. Mrs Thompson noted that she would be on annual leave the day of the Review however Dr Taylor was available to attend.

Mrs Thompson noted that she would circulate the draft submission report to members via email for comments and suggestions, before submission to Ms Mullen. Time would be set aside at the next ACF meeting on Thursday 7th February 2019, as an opportunity to review the potential areas of discussion.

Chair

Secretary

Ms Mullen confirmed that she would make arrangements for a suitable room to be booked for one hour before the Review meeting at 10am, for ACF members attending to hold a pre meeting. Ms Mullen requested that a list of who would be in attendance be submitted to her in advance.

Chair

Mrs Thompson thanked Ms Mullen for the overview and confirmed that she would ensure submission of the report by the deadline and confirmation of those who would be in attendance.

NOTED

68. CHIEF EXECUTIVES REPORT

Mrs Grant updated the Committee on the following matters:-

Cowlairs Decontamination Unit Closure

Mrs Grant advised that the site had now re-opened following withdrawal of the certificate of authority. Mrs Grant wished to express thanks to all staff for their efforts in ensuring minimal disruption to patients and services. An investigation into the issue would be carried out.

Performance

Mrs Grant noted the Cabinet Secretary, Mrs Jeanne Freeman's focus to return to smaller waiting lists size within 30 months. Mrs Grant noted the challenges experienced on Tuesday due to ice, which resulted in the highest number of A&E attendances. She also noted challenges in respect of the Cowlairs backlog and anticipated winter pressures. Work was underway to review plans for

addressing these pressures.

Board Development Sessions

Mrs Grant noted that the Board Development Sessions took place on 8th & 9th November, at which a first draft of the Board Objectives for 2019/20 and beyond was developed. Mrs Grant would be happy share the next iteration of these before at the next ACF meeting on 7th February 2019 before submission to the Board.

Chief Operating Officer

Mrs Grant advised the Forum of Mr Grant Archibald, Chief Operating Officer, appointment as Chief Executive at NHS Tayside. Mr Best would undertake the role as Interim Chief Operating Officer for the time being. Recruitment arrangements were underway to appoint to the post.

Mrs Thompson thanked Mrs Grant for the update and invited questions from Forum members.

In response to questions from members with regards to further detail on the waiting list target, Mrs Grant advised that this formed part of the National Waiting Times plan to address the current Treatment Time Guarantee waiting times. Mrs Grant stressed that redesigning the current process and using assets in a different way was key to achieving this.

In response to questions from members with regards to virtual clinics, Mrs Grant noted that work continued through the Moving Forward Together Programme, and the Digital Strategy, to maximise the benefits of technology and to ensure a coordinated approach to virtual clinics.

NOTED

69. IMPLEMENTATION OF THE REALISTIC MEDICINE STRATEGY

Dr Alastair Ireland, Consultant, Emergency Care & Medical Services, was welcomed to the meeting. Dr Ireland provided a presentation on the implementation of the realistic medicine strategy. The presentation covered the vision of the strategy, the principles of realistic medicine, the direction of implementation, the Atlas of variation, the six MFT workstreams and the actions being undertaken to implement the strategy. These were:-

- Reduce procedures of low clinical value
- Develop Scotland's Atlas of Variation
- Align with MFT and Healthcare Quality Strategy
- Work with the Communications Team to promote projects already underway

Mrs Thompson thanked Dr Ireland for the presentation and invited questions and comments from members.

In response to questions from members regarding the involvement of key staff groups in this work, Dr Ireland noted that he would shortly meet with Dr McGuire to engage the nursing profession in this work but also noted the

importance of ensuring that a wide range of professions were included within this.

In response to questions from members regarding the culture change challenges and concerns about potential litigation where treatments are not offered or withdrawn, Dr Ireland agreed that this was a challenge but was confident this would be addressed via effective communication with patients and carers and support to professionals.

Forum members expressed concern about potentially conflicting priorities, the potential for discrimination, and the perceptions of patients and members of the public.

Members agreed to discuss the presentation by Dr Ireland with their respective constituent committees and Dr Ireland agreed that he would return to the Committee to provide an update on progress in 6 months time. Dr Ireland would also be happy to attend the Area Medical Committee and the Area Nursing and Midwifery Committee, provided he had some notice to attend.

Secretary

The Forum looked forward to hearing an update on the above in due course.

NOTED

70. REGIONAL PLANNING UPDATE

Dr Angus Cameron, Clinical Lead, WoS Regional H&SC Delivery Plan, was welcomed to the meeting. Dr Cameron provided a presentation on the development of the West of Scotland Regional Health & Social Care Delivery Plan.

The Delivery Plan which was published in December 2016 required a reduction of 400,000 occupied bed days by 2018. Dr Cameron described the plans being adopted to address this including increased collaborative working with Boards and IJBs, admission avoidance schemes, development of artificial intelligence and virtual clinics, demand management and actions to reduce the reliance on care within hospital settings.

The Forum were pleased to hear the progress of this work and welcomed the principles described. Discussion took place regarding the potential public perceptions of some of the plans, and the Forum suggested ways in which this could be addressed including the standardisation of leaflets and through the promotion of self care.

Mrs Thompson thanked Dr Cameron for an informative presentation and the Forum agreed that further updates as this work progressed would be helpful.

Secretary

NOTED

71. MINUTES OF THE MEETING OF 4TH OCTOBER 2018

The Forum considered the minute of the meeting held on Thursday 4th October [Paper No. ACF(M) 18/04] and approved the minute as an accurate record.

NOTED

72. MATTERS ARISING

There were no matters arising noted.

73. TERMS OF REFERENCE

Following discussion at the last meeting, Mr Forrester had prepared a summary of advice relating to application of the current Terms of Reference.

The Forum noted that Item 4 of the Constitution and Remit document provides for the membership of the Forum, stating that the ACF “will comprise the Chairs and Vice Chairs (or Deputy acting on behalf of Vice Chair) of the statutory Area Professional Committees...”, and provision is made for the Area Professional Committee for Psychology which is equivalent in so far as applicable for this matter.

Secretary

Relevant to this matter also is Item 11 – Quorum, which states that ‘a quorum of the Forum will be representation of at least four of the constituent sub committees’.

Identification of a suitable ‘Deputy’ as referred to at Item 4 has been the subject of some discussion within the group. Reading items 4 and 11 together, the provision of a Deputy provides for the representation of a subcommittee, which counts towards a quorum, when neither the Chair nor the Vice Chair is able to attend a meeting of the Forum. Such a Deputy attends the meeting of the ACF to represent the subcommittee, as would be done by the Chair and the Vice Chair, or one of the Chair and Vice Chair, were they able to attend.

Where the Chair and Vice Chair are both unable to attend a meeting of the Forum, it is appropriate for the Chair and Vice Chair to identify a suitable representative of their subcommittee who is able to attend the meeting

With particular reference to the Area Dental Committee, the Committee’s Terms of Reference, in allowing for the appointment of ‘Joint Chairs’, is appropriately applied in equivalent terms as set out above where reference is made to ‘Chair and Vice Chair’.

The Forum were content to accept the guidance provided and Mrs Thompson suggested that the Terms of Reference be reviewed again prior to the April 2019 Board Meeting.

NOTED

74. HEALTHCARE QUALITY STRATEGY

Mrs Thompson noted that the draft Healthcare Quality Strategy would be discussed at the Clinical & Care Governance Committee Meeting of 11th December. The draft Strategy would be circulated to the Forum once available.

Secretary

NOTED

75. WINTER PLANNING UPDATE

Discussion took place regarding flu vaccinations for independent contractors. Mrs Thompson noted that she would take this forward with relevant colleagues.

Chair

NOTED

76. NATIONAL ACF CHAIRS GROUP UPDATE

Mrs Thompson noted discussions at the last National ACF Chairs Group, including the Safe Staffing Bill which was due to be debated at Parliament on 6th December. The Group also received a presentation on the GMS contract and progress of implementation of this to date. Mrs Thompson was assured that concerns raised regarding wider workforce issues were being considered.

NOTED

77. UPDATE FROM THE CHAIR ON ACUTE SERVICES COMMITTEE AND CLINICAL & CARE GOVERNANCE COMMITTEE

Mrs Thompson would provide an update to the Forum following the next Clinical & Care Governance Committee Meeting.

Chair

NOTED

78. BRIEF UPDATE FROM EACH ADVISORY COMMITTEE ON SALIENT BUSINESS POINTS AND MINUTES TO NOTE

Dr MacGillivray provided an update from the Area Psychology Committee and noted a recent paper presented to the CMT with regards to a review of psychology and psychological therapies. Dr MacGillivray noted a lack of engagement with the Area Psychology Committee until workstreams had been agreed. Following discussion, it was agreed that Mrs Thompson would contact Dr Maguire to query how to ensure the advisory committees are engaged appropriately from the start in future reviews.

Chair

79. DATE OF NEXT MEETING

Date: Thursday 7th February 2018
Venue: Meeting Room A, J B Russell House
Time: 2 - 4:30pm

The meeting ended at 4.45pm