

**Meeting Note: Area Partnership Forum**  
**Date/Time: Monday 18<sup>th</sup> March 2024 at 2pm**  
**Via MS Teams**

**Attendees:**

<b>Name</b>	<b>Title</b>
Ewing Hope	Employee Director (Joint Chair)
Lisa Davidson	Assistant Director of Public Health
Nicola Graham	Director of Corporate Support Services
Lorna Kenmuir	Assistant HR Director
Sarah Leslie	HR Director
Craig McArthur	Director of East Health & Social Care Partnership
Sheila Rosher	Assistant HR Director
Louise Sinclair	Royal College of Podiatrists - RCoP
Wendy Smith	Royal College of Midwives – RCM
Sandra Hunter	UNISON
Ken Brown	Partnership rep for Acute
Deborah Logan	British and Irish Orthoptic Society – BIOS
Elizabeth Bruce	Chartered Society of Physiotherapy – CSP
Allina Das	Royal College of Nursing – RCN
Nicola Gault	Society of Radiographers - SOR
Kimberly Montgomerie	UNITE
Terri Collins	UNITE
Ashleigh Kennedy	Corporate Secretary (Minutes)
Paula Dumigan	Interim Lead Nurse
Tracy Scott	Wellbeing Lead
Cameron Sharkey	General Manager (Item 5)
David Black	Head of Learning and Development (Item 5)

**Apologies:**

Lorna Sim, RCN  
Frances Ewan, UNITE  
Christopher Pitt, Federation of Clinical Scientists  
Elspeth Jaap, BDA  
Jenny Wilson, Nurse Director  
Roisin Kavanagh, Pharmacy Director  
Kirsti Dickson, Director for Transformation and Sustainability  
Lynne McNiven, Director of Public Health  
Derek Lindsay, Finance Director  
Claire Burden, Chief Executive  
Sam Mullin, GMB  
Crawford McGuffie, Medical Director  
Miriam Porte, Head of Communications

Elaine Young, Head of Health Improvement/Assistant Dir of Public Health  
 Lucie Fontana, BAOT  
 Robert McLaughlin, UNISON  
 Tom Cairney, UNISON  
 Calum Anderson, BMA

<b>1]</b>	<b>Welcome &amp; Apologies</b>	
	EH welcomed everyone to the meeting. Apologies were noted as above.	
<b>2]</b>	<b>Previous Meeting Note: APF 22<sup>nd</sup> January 2024</b>	
	The previous meeting note was approved as a correct record.	
<b>3]</b>	<b>Matters Arising</b>	
	There were no matters arising.	
<b>4]</b>	<b>Organisation Update</b>	
	This item was deferred due to apologies from CB.	
<b>5]</b>	<b>Service Redesign</b>	
<b>5a]</b>	<b>Critical Care Update</b>	
	<p>CS provided an update on Critical Care and highlighted the following key points:</p> <ul style="list-style-type: none"> <li>• As of last week three level 3 beds were transferred from UHA to UHC with no issues.</li> <li>• During the course of the week Medical high care was moved from the combined assessment unit at UHA into the space created by ICU to create an 8 bedded level 2 critical care unit at UHA. Any patient that comes into UHA that needs level 3 care will be transferred to UHC to receive that care.</li> <li>• Two level 3 patients from UHA ICU were transferred to UHC without incident.</li> <li>• In relation to the staff picture, the principles of organisational change have been followed rather than a full organisational change process due to the interim change. All nursing staff from what was ICU and HDU at UHA were involved in the process and expressed their location preferences were accommodated. A total of 9 Whole Time Equivalents (WTE) from UHA to UHC and the remainder stayed within the Critical care unit at UHA.</li> <li>• A parallel process ran which involved medical high care staff, who were given the option to stay in the CAU or to move to the critical care unit. 4 WTE's opted to move to the critical care unit.</li> <li>• An agreement has been made to transfer AHP resource from South Ayrshire Health and Social Care Partnership (HSCP) to East Ayrshire HSCP. This will align against the transfer of the three beds in critical care. The exact workload is being identified and any base changes are being looked at through the job planning process.</li> </ul> <p>Members were reassured to hear of the AHP funding and agreed to support the work going forwards.</p> <p>In response to a question regarding derogations and the inclusion of Health and Safety representatives from Staff Side, CS advised that he is working with Debbie McCard from the risk team to create a virtual review of the derogations which will be sent to the group of stakeholders and will include representation from staff side.</p>	
<b>5b]</b>	<b>Acute Restructure</b>	
	EH advised an Acute restructure meeting took place this morning and conversations from the staff side APF pre-meeting highlight that there are no key updates, work is being taken through the process and evaluation will be shared when available.	

<b>6]</b>	<b>Terms and Conditions</b>	
<b>6a]</b>	<b>Pay Reform</b>	
	<p>SL provided an update on pay reform and highlighted the following key points:</p> <ul style="list-style-type: none"> <li>• There are two key elements of the NHS Scotland pay reform negotiations which include: The pay uplift and the increases by way of remuneration and the implementation of improvements to the working conditions of the NHS agenda for change workforce. These changes included a reduction in the working week, a band 5 nursing review and ensuring that agenda for change staff had a built in protected learning time.</li> <li>• Over the last year the Scottish Terms and Conditions Committee (STAC) have been working with the Scottish Partnership Forum and Trade Union organisations to develop principles and implementation guidance for Boards. The principle overall has been approved by Scottish Ministers however all NHS Boards are awaiting the implementation guidance. Scottish Ministers have asked Boards to defer local implementation decisions until the appropriate circulars have been received.</li> <li>• The date of the circular will be 1<sup>st</sup> April 2024 which will mean that even with pace, endeavour and good Trade Union working, it will be challenging to deliver this Board wide with such a short timeframe. Guidance and support will be provided to Boards on how to transition to these new working arrangements.</li> <li>• The Chief Executive and Employee Director have agreed to set up three working groups which will take forward the key elements. A tactical director group will meet with the Chief Executive on a weekly basis and updates will be shared with APF. Assurance and monitoring will be provided by CMT and APF.</li> </ul> <p>Members discussed the year one focus on the Band 5 Nursing review and are aware that all other Band 5 professions will be reviewed following this. Communication and learning will be vital to support this review. Work is being done to train individuals in job evaluation and support from managers will be required.</p>	
<b>6b]</b>	<b>Covid Special Leave</b>	
	EH provided an update on Covid Special leave and advised that a brief discussion took place at STAC this morning which stated that during outbreaks staff are being asked to test and outbreak management is still taking place and medical exclusion will be used.	
<b>7]</b>	<b>Finance and CRES</b>	
	This item was deferred due to apologies from CB.	
<b>8]</b>	<b>Anti-Racism Commitment</b>	
	<p>SL provided an update on the Anti-Racism Commitment and highlighted the following key points:</p> <ul style="list-style-type: none"> <li>• NHS Ayrshire &amp; Arran has an Ethnic Minority forum which is chaired by Dr Santanu Acharya and is attended by a range of colleagues across the Board. This forum is in addition to the LGBT group and the Disability forum.</li> <li>• There is a focus on irradiating racial inequalities and improving health outcomes for those across all different racial groups.</li> <li>• The NHS Board has been set a corporate objective to look at what we do from a service, a culture and an employee experience point of view to address inequalities.</li> </ul>	

	<ul style="list-style-type: none"> <li>The Chief Executive is working with Public Health Scotland and NES to develop a corporate objective along with specific actions. Workforce actions and cultural commitments will be developed with support from APF members.</li> </ul>	
	<b>Any Other Competent Business</b>	
	<p>EH welcomed UNISON colleagues back to the APF.            EH advised that based on conversations with Matt McLaughlin it has been agreed that a Partnership workshop will be held to promote the strong working relationships. This workshop will include Staff Side members, The Chief Executive and the HR Director and a date will follow.</p>	<b>EH</b>
	<b>Date of Next APF Meeting</b>	
	18 <sup>th</sup> March 2024 via MS Teams at 2.00pm	