

Meeting Note: Area Partnership Forum
Date/Time: Monday 22nd July 2024 at 2pm
Via MS Teams

Attendees:

Name	Title
Claire Burden	Chief Executive (Joint Chair)
Ewing Hope	Employee Director (Joint Chair)
Tracy Scott	Well-Being Lead
David Black	Assistant HR Director (On behalf of Sarah Leslie)
Kimberley Montgomerie	UNITE
Roisin Kavanagh	Director of Pharmacy
Sandra Hunter	UNISON
Tom Cairney	UNISON
Frances Ewan	UNITE
Caroline Cameron	Director of North Ayrshire Health and Social Care Partnership
Kirstin Dickson	Director for Transformation and Sustainability
Wendy Smith	Royal College of Midwives – RCM
Elizabeth Bruce	Chartered Society of Physiotherapy – CSP
Lucie Fontana	British Association of Occupational Therapy – BAOT
Ken Brown	Partnership rep for Acute
Derek Lindsay	Director of Finance
Jenny Wilson	Nurse Director
Nicola Graham	Director of Infrastructure and Support Services
Sarah Leslie	Director of Organisation and Human Resource Development
Deborah Logan	British and Irish Orthoptic Society – BIOS
Robert McLaughlin	UNISON
Lisa Davidson	Assistant Director of Public Health
Carole Murray	Royal College of Nursing – RCN
Lorna Kenmuir	Assistant HR Director
Ashleigh Kennedy	Corporate Secretary (Minutes)

Apologies:

Crawford McGuffie, Medical Director
Paula Dumigan, Interim Lead Nurse
Lorna Sim, Royal College of Nursing – RCN
Allina Das, Royal College of Nursing – RCN
Nicola Gault, Society of Radiographers – SOR
Louise Sinclair, Royal College of Podiatrists - RCoP
Sam Mullin, General Municipal Boilermakers Union – GMB
Lynne McNiven, Director of Public Health

1]	<p>Welcome & Apologies</p> <p>CB welcomed everyone to the meeting. Apologies were noted as above.</p>	
2]	<p>Previous Meeting Note: APF 20th May 2024</p> <p>The previous meeting notes of the meeting on 20th May 2024 were approved as a correct record with the following amendments.</p> <p>Item 6a - remove WS from the action “<i>EH/SRAWs are meeting to create a more detailed plan which will be shared through APF.</i>”</p> <p>Item 7 – “<i>There are an no core bed reductions in the current CRES plan.</i>”</p>	
3]	<p>Matters Arising</p> <p>CB spoke through the matters arising and received confirmation that all matters are now closed.</p>	
4]	<p>Organisation Update</p> <p>CB provided an organisation update and highlighted the following key points:</p> <p>Anti-Racism Short Life Working Group ES joined to support discussion. CB advised the first meeting of the SLWG took place on 18th July 2024. The Board already has a lot in place and this has been benchmarked against actions. There has been notification from Scottish Government that Anti-Racism should be included as part of Corporate Objectives. ES advised of an evening event which will take place on 20th August at University Hospital Crosshouse and will include three networks - Joint IR/IMG/EMSN meeting.</p> <p>Action: Once the commitment is developed against the core plan this should be brought back through APF.</p> <p>Financial Recovery CB advised this is a national standard objective. Our financial recovery will be handled in 3 parts. External Support has been gained via Viridian. Progress has been made within Pharmacy. Length of stay is still not reduced for all patients and savings have not been sustained. Workforce and support services continue. Directors will manage under their portfolios via CRES and report through the Financial Improvement Scrutiny Group.</p> <p>External Support In relation to the external support feedback will be given to APF. The Whole System Plan will be submitted by January 2025. This will include detail on what the system could look like and work is underway with Buchan Associates. It is essential for improvement to sustainably close the gap. Scottish Government have been supportive that this may not be quickly. Integrated Joint Boards will be kept informed in an aim to be open and transparent and updates will be given to APF.</p> <p>Cabinet Secretary Visit The Cabinet Secretary for Health and Social Care, Neil Gray attended University Hospital Ayr (UHA) on Sunday 21st July for a 1 hour walk round. He was met by the Chief Executive, Interim Board Chair and UHA Duty Manager. The walk round visited station 1 long stay ward, surgical ward with delayed discharges, the Emergency</p>	<p>CB</p>

	<p>Department and Combined Assessment Unit. There was discussion on investment in the community and an ask to provide detail on the Racecourse Road Outcome Report as well as an update on opportunities around medical workforce. It was also helpful to confirm the importance of UHA in the aspects of our “Caring for Ayrshire – A Sustainable Ayrshire” model and the accessibility of services from different places.</p>	
5]	Terms and Conditions	
5a]	Band 5 Nursing Review	
	<p>EH advised that during the Staffside pre-meet concerns were raised that Staffside lead availability does not currently include Unite. Also concern around fulfilling all requirements as well as substantive role. National processes are awaited with our local processes further ahead than other areas.</p> <p>The following points were highlighted; Currently 3 months into the process. Solutions are being led by management leads. The capacity plan includes Staffside and Managers however additional support will be required. Capacity issue ongoing since May 2024. Internal vs. Additionality. It may be possible to ask retirees and bank in order to maintain Business As Usual. Programme Manager recruitment underway to support 3 workstreams and broaden support and resource. Training materials for staff and management will be drafted through the operational group. Nurse Director is involved in discussions and Acute and Partnership sign off arrangements required. Corporate Communications plan will be implemented.</p> <p>In relation to retired staff/ staff side will require accreditation.</p> <p>EH raised that a national job description will be required and SL agreed.</p> <p>Action: EH will take this through STAC.</p> <p>The issue of long waits within the current job evaluation process was highlighted and it was advised the additionality sought should hopefully support both the Band 5 Review as well as these long waits. LK updated on the number of jobs currently within the system. KS highlighted the complexity of the dual role for trade unionists and the need for an accredited representative and training.</p> <p>It was advised that the portal is currently open for nurses to complete the questionnaire and a question of the number of existing reviews.</p>	EH
5b]	Reduced Working Week (RWW)	
	<p>SL advised the Board is 4 months into implementation and progress has been made for the 30 minute reduction. Some areas are experiencing operational challenges to implement and there has been a request issued to identify these areas and workforce. By 31st August a new rota should be in place.</p> <p>Work is underway in relation to EACH contractors 2 tier arrangements and terms and conditions. EH advised that Unite will be involved and noted the calculator for part-time staff. This is almost concluded.</p>	

	The delivery group that meets weekly is near conclusion of the 30 minute reduction.	
5c]	Protected Learning	
	<p>DB provided an update on protected learning and advised that there has been good work underway and work has been established in areas. At a recent meeting it was highlighted there has been confusion re. Job families in Acute and an ask of SG. The next meeting will include a “back to basics” presentation and it has been encouraged to take stock on essentials.</p> <p>The ask will include the following;</p> <ul style="list-style-type: none"> - A job/role specific template to compile essential training for each - PDR activity and evidence to progress - Turas Appraisal and Learnpro. <p>We are currently ahead of other Boards in relation to progress.</p> <p>In response to a question from KS in relation to reducing the number of LearnPro modules, DB advised this is dependent on each job role and any additional requirements. It was previously agreed to reduce MAST modules and currently awaiting feedback on the trial of the Health & Safety module to communicate the implementation however there is confidence on compliance.</p> <p>In response to a question regarding monitoring and reporting, SL advised SG have asked for evidence and this will also be evidenced through Best Value Audit with performance indicator as part of contractual terms. This will be reported through SG and can be reported to APF.</p>	
6]	Any Other Competent Business	
	<p>There was a question regarding communication of the loss of car parking through scanning including the impact of services and some staff, as well as the historical limited parking issues. NG advised discussions are ongoing between Infrastructure & Support Services & Acute Services to improve this in the future and she is happy to receive any suggestions.</p> <p>EH advised pay talks regarding 2024/25 will take place on Friday 26th July 2024.</p>	
7]	Date of Next APF Meeting	
	Monday 30 th September 2024 via MS Teams at 2.00pm.	