



CLINICAL AND CARE GOVERNANCE COMMITTEE

ABERDEEN, 27 February 2024. Minute of Meeting of the CLINICAL AND CARE GOVERNANCE COMMITTEE. Present:- Mark Burrell Chairperson; and Councillor Christian Allard (as substitute for Councillor Fairfull), Professor Siladitya Bhatta (NHS) and Councillor Jennifer Bonsell.

In attendance: Caroline Howarth, Fiona Mitchelhill, Graeme Simpson, Lynn Morrison, Sophie Beier, Rachael Little, Jane Gibson, Nicola McLean, Grace Milne, Sandy Reid, Julie Warrender, Judith Mclenan and Mark Masson (Clerk).

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

WELCOME AND APOLOGIES

1. The Chairperson welcomed everyone to the meeting.

Apologies for absence were intimated on behalf of Councillor Fairfull, Shona Omand Smith and Claire Wilson.

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

2. There were no declarations of interest or transparency statements intimated.

MINUTE OF PREVIOUS MEETING OF 31 OCTOBER 2023, FOR APPROVAL

3. The Committee had before it the minute of its previous meeting of 31 October 2023, for approval.

With reference to article 6 of the minute relating to Abortion Care For Patients In Moray, Aberdeen City and Aberdeenshire, the Chair advised that he had written to his counterpart in Moray IJB to seek assurances that a clear governance process would be established for abortion care services across Grampian, but had yet to receive a response.

Sandy Reid intimated that Moray had recently appointed a Consultant Obstetrician and, although not clear at this time, it may be the case that abortion care services would be included within the job plan for the post, which would be beneficial.

The Committee resolved:-

- (i) to approve the minute; and

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- (ii) to note that the Clerk would arrange to circulate the letter referred to above, for information.

BUSINESS PLANNER

4. The Committee had before it their Business Planner for consideration.

The Committee resolved:-

- (i) to note the planner; and
 (ii) to note that in relation to item 8 (Long Covid Project in NHS Grampian), Lynn Morrison would make arrangements to ensure a report was provided for the next meeting and the appropriate staff member was in attendance to respond to any questions.

CCG GROUP MONITORING REPORT - UPDATE - HSCP.24.009

5. The Committee had before it a report by Caroline Howarth and Sophie Beier which presented data and information to provide assurance that operational activities were being delivered and monitored effectively and that patients, staff and the public were being kept safe whilst receiving high quality service from Aberdeen City Health and Social Care Partnership (ACHSCP).

The report recommended:-

that the Committee note the contents of the report.

Caroline Howarth provided an overview of the report, making reference to Risks, Adverse Events, Lessons Learned, Quality Improvement, Feedback and/or Duty of Candour from each sector. The full sector reports were appended to the report.

The following sectors were referred to in the report:- Dentistry, Primary Care Psychological Therapies Services, Community Mental Health, Learning Disabilities and Substance Misuse, Rehabilitation, Sexual Health Services, Community Nursing, Vaccinations, Care Home Collaborative, Rosewell house, Allied Health Professionals and Primary Care General Practice.

During discussion, the following was noted:-

- that the shorter report format was well received by the members, noting that it would continue to be developed and adapted to ensure suitability;
- that further context was required for future reports in relation to risks where their position had been identified as being 'stable';
- that customer service training and support were being provided to address concerns relating to attitude, communication and behaviour;

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- that there was a standard approach for adverse events, with a formal investigatory team undertaking the review process for incidents; and
- that there was pressure on services relating to Speech and Language Therapy.

The Committee resolved:-

to approve the recommendation.

ACHSCP WORKFORCE PLAN ANNUAL UPDATE - HSCP.24.008

6. With reference to article 10 of the minute of the previous meeting of 31 October 2023, the Committee had before them a 'Spotlight' report by Grace Milne, Senior Project Manager and Stuart Lamberton, Transformation Programme Manager – Strategy and Infrastructure, which provided details in relation to the 2022/23 Annual Report for Aberdeen City Health and Social Care Partnership Workforce Plan and provided an overview of the current workforce and the progress made against the Workforce Plan Priorities.

The report recommended:-

that the Committee note the progress contained within the report.

Grace Milne provided an overview of the key information from the Annual Workforce Plan report, noting that it:-

- included updates on a few high level data including headcount, absence rates and staff turnover, although some of these had a positive turn over since the last year, and recognising that there was more work to be done;
- outlined areas of focus for the next 12 months and the approach to supporting the delivery of key aims of the workforce plan (recruitment and retention, health and wellbeing, and growth and development opportunities);
- advised that the three priority workstreams would have responsibility for the delivery of the key aims and actions within the plan and would be made up of relevant representatives from across the workforce; and
- made reference to the Health and Care (Staffing) (Scotland) Act 2019 which would be enacted on 1 April 2024.

The workforce plan priorities for 2023/24 were:-

- Recruitment Events Calendar – including media such as promotion videos for Aberdeen City Health and Social Care Partnership;
- Re-establishment of Workforce engagement events and celebrating achievements; and
- Map and information of resources, training and technologies to support Partnership Staff.

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Grace Milne and Sandy Reid responded to questions from members regarding the impact of recruitment and retention levels in terms of the current financial position.

Fiona Mitchelhill made reference to recent discussions with the Senior Partnership Manager, Open University, which revealed that they were keen to work with Aberdeen City Health and Social Care Partnership and Aberdeen City Council in relation to fully funded courses for Health and Social Care staff; and indicated that further discussion would be held with them in this regard.

The Committee resolved:-

- (i) to approve the recommendation; and
- (ii) to note the information provided.

ITEMS WHERE ESCALATION TO IJB IS REQUIRED

7. The Committee considered whether any items required escalation to the IJB.

The Committee resolved:-

that no items be escalated to the IJB; and

- **MARK BURRELL, Chairperson**