# dual branding.jpgBoard Meeting: 26 September 2019

**Subject:** Partnership Forum update

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| Recommendation: | PCC members are asked to:  |  |  | | --- | --- | | Discuss and Note |  | | Discuss and approve |  | | Note for Information only | X | |

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## 1 Background

The following key points were agreed at the meeting and have been split into the three high level quality ambitions of person centred, safe, and effective.

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| **Person Centred** |
| **Mutually beneficial partnerships between patients, their families and those delivering healthcare services which respect individual needs and values and which demonstrate compassion, continuity, clear communication and shared decision-making.** |
| **Policy update : Attendance Management**  A review to the Attendance Management Guidance was approved by the Partnership Forum in May 2019 in line with an NHS Circular. There had since been an additional NHS circular issued with further amendments and the Forum agreed to amend the policy to reflect these changes.  **Once For Scotland Policies update**  The Forum was presented with a briefing note on the work to date for the 'Once for Scotland' Workforce Policies Programme, which is designed to review and transform existing workforce policies (previously known as Partnership Information Network (PIN) Policies) in line with the NHS Scotland vision:-  'Once for Scotland Workforce policies will promote NHSScotland as a modern, exemplar employer; showcasing the core values, and promoting consistent employment policy and practice that supports the implementation of the Staff Governance Standard and effective recruitment and retention. |

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| **Safe** |
| **There will be no avoidable injury or harm to people from healthcare they receive, and an appropriate, clean and safe environment will be provided for the delivery of healthcare services at all times.** |
| **Clinical Education Annual Report**  The Clinical Education Annual report was brought to Partnership Forum for noting. Members were advised that going forward the intention is to include further education remits throughout the hospital (AHP’s/Medical Workforce) in the training education scheme.  **Policy update: FFP 3 Mask Fit Testing Procedure**  It was noted that Occupational Health had reviewed and updated the local procedure which has previously been circulated to the Health and Safety Committee and Prevention and Control of Infection Committee.  The Forum approved the procedure. |

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| **Effective** |
| **The most appropriate treatments, interventions, support and services will be provided at the right time to everyone who will benefit, and wasteful or harmful variation will be eradicated.** |
| **Catering Redesign**  The catering redesign, which is being progressed in partnership, has been ongoing for a period of time and the latest area to be addressed is pricing.  The Forum was informed that the canteen has been running at a deficit and although steps have been taken to try to address this, the situation has not resolved. The next step to try and rectify this is to review food charges, which have not been increased since 2016.  To bring our charges in line with other boards we require to increase costs by 15% between September and April. It was proposed that this was done in 2 phases with the initial rise occurring in September.  There was discussion around how we can encourage healthy eating, particularly recognising that that the cheapest meals often contain the unhealthiest choices. The Forum noted that there has been a request from the CEO that the canteen identify a range of healthy options which will be attractively priced.  Discussion also included the boards use of disposable crockery/ cutlery and there was a support for this being reduced. It was agreed that clear communications would be produced to inform staff that they can use their own.  **National/ Regional Update**  The Forum was updated on the progress of 3 of the regional workstreams:   * Cardiac – this is developing a West of Scotland cardiac strategy, which encompasses cardiology, cardiac surgery and thoracic surgery. It was noted that Jubilee clinicians and operational teams are heavily involved in this work * Trauma services – the West are developing a service which aligns with the national strategy. The Jubilee Cardiothoracic services provide support to this * Recruitment – work has commenced on a West of Scotland recruitment service. It is currently looking at scoping a range of service models   **Workforce Plan**  The draft Workforce Plan 2019/2020 was presented to the Forum. It was noted that this highlights the progress made in 2018/2019 and plans for 2019/2020 and further into the future with the expansion of our services.  The Forum supported the plan.  **Workforce Monitoring Report**  Partnership Forum was asked to approve the publication of the Workforce Monitoring Report for the period 1 April 2018 to 31 March 2019.  It was noted that work has continued to collect and enhance the equality monitoring data over the past year but further work is required. Monitoring the data alone is not sufficient and that we will continue to review and analyse this data in order that we can record and investigate trends and also produce action plans to act on the outcomes of these investigations.  The Forum approved the plan.  **5.5 Staff Governance Action Plans**  The Forum was presented with the 2018/19 plan which had been updated and is presented for sign-off. The 2019/20 draft plan had been developed incorporating any carry over actions, actions required to deliver Everyone Matters, feedback from iMatter, actions identified from the Sturrock Report and actions from the equality action plan which have a staff impact.  The Forum was happy to close off the 2018/19 plan and support the 2019/20 plan. |

The next meeting is scheduled for: Friday 20 September 2019

**Jane Christie-Flight**

**Co-Chair, Partnership Forum**

**14 September 2019**