



Local Partnership Forum

Minutes of the meeting held on 7th August 2023 at the Unison offices, Abergele and via Teams

Present

| | Role / representing Trade Union |
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| Carol Shillabeer (SC) | Interim CEO / Joint LPF Chair (chairing) |
| Jan Tomlinson | UNISON and Trade Union Partners / Joint LPF Chair |
| Dyfed Edwards | Chair BCUHB |
| Adele Gittoes | Interim Executive Director Operations (Teams) |
| Alison Tardivel | Chartered Society Physiotherapists |
| Andrea Hughes | IHC Director of Nursing |
| Bethany Lucking | Chartered Society Physiotherapists (Teams) |
| Carole Evanson | Interim Director Operations (MHL D) (Teams) |
| Carys Norgain | Deputising for IHC Director West |
| Catherine Jones | Royal College of Nursing (Teams) |
| Ceri Harris | Head of Equality and Human Rights (Teams) |
| Deborah Humphries | Chartered Society of Physiotherapy |
| Denise Roberts | Transformation and Improvement Programme Lead |
| Gareth Evans | Senior Organisational Development Manager |
| Georgina Roberts | Associate Director for Workforce – West (Teams) |
| Helen Stevens-Jones | Director of Partnerships, Communications & Engagement |
| Jackie Hughes | Society of Radiographers |
| Jason Brannan (JB) | Deputy Director of People |
| Kay Hannigan (KH) | Associate Director for Workforce - Central |
| Mandy Jones | Deputising for Executive Director Nursing and Midwifery |
| Marian Leatham | Royal College Midwives |
| Nicola Roberts | |
| Nick Lyons | Executive Medical Director |
| Philip Molyneaux | Hotel Services Manager (Teams) |
| Rebecca Gerrard | Director of Nursing Infection Prevention and Decontamination |
| Richard Tanswell | UNISON |
| Sharon Cauldwell | UNISON |
| Susan Morgan | Head of Health, Safety and Security |
| Teresa Owen | Executive Director for Public Health |
| Viv Nelson | A4C Staff side Lead |
| In Attendance | |
| Diane Davies | Corporate Governance Manager (for minutes) |

| Agenda item under discussion | Action by |
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| L23/29 Welcome and apologies | |

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| <p>L23/29.1 The Interim Chief Executive (CEO) warmly welcomed everyone to her first meeting as joint chair. She expressed her commitment to partnership working and more collaborative planning. She emphasised the value she placed on receiving contributions during the meeting, which were welcomed.</p> <p>L23/29.2 Apologies were received from Gill Harris, Angela Wood (Mandy Jones deputising), Sue Hill, Alex Tapley, Alison Pawley, David Barber, Ffion Johnstone (Carys Norgain deputising), Geoffrey Armstrong, Nia Thomas, Sally Baxter, Susan Murphy, Vanessa Tobin, Billy Nichols, Emma Jane Hosking, Matthew Joyes, Nick Such, Paolo Tardivel, Libby Ryan-Davies and Phil Meakin.</p> | |
| <p>L23/30 Minutes of the previous meeting held on 11.4.23</p> <p>The minutes were approved as an accurate record of the meeting subject to the amendment of Jackie Hughes' role and reference to 'App'.</p> | |
| <p>L23/31 Summary Action Plan Update</p> <p>The table of actions was updated, and the agreed actions were closed.</p> | |
| CORPORATE GOVERNANCE | |
| <p>L23/32 Special Measures</p> <p>L23/32.1 The Interim CEO shared the areas under which the Health Board had been placed and some actions being taken to address them. It was noted that whilst an annual plan had been submitted to the Welsh Government (WG), further reviews would take place to strengthen it. BCUHB was in a very challenging financial position with other public organisations in Wales. She was keen to improve access to services, engage widely and become more effective through learning from the past. The organisation was within its first 90-day reporting cycle against special measures and was travelling in the right direction.</p> <p>L23/32.2 A discussion ensued on the effect of special measures on students and equipment availability for people without access, which was noted by the Interim CEO and Director of Partnerships, Engagement and Communications (PEC). The Deputy Director of People Services shared a discussion held in the Special Measures Review Group, which sought to explore more leadership growth from within the organisation with the collaboration of Trade Union partners.</p> <p>L23/32.3 The Chairman shared the need to ensure all were included and had opportunities to contribute towards improvements and the potential opportunities arising from Special Measures. It would be important to take on board learning and develop BCU services, recognising staff contributions and commitments.</p> <p>The verbal update was noted.</p> | |
| <p>L23/33 Llandudno Orthopaedic Business Case</p> <p>L23/33.1 The Interim CEO provided a brief overview of the business case being developed to address the challenges of growing patient waiting lists. The Executive Medical Director welcomed moving forward with Trade Unions to work together and make improvements. He expressed gratitude to all those involved in working together</p> | |

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| <p>to develop the service, which would release some pressure at acute sites when implemented.</p> <p>L23/33.2 A conversation ensued on partnership working and the positive benefits of early engagement with Trade Unions and staff. Members of the LPF were pleased that the development would also benefit other supporting services, e.g. Radiology. The Interim CEO took on board the comments received and committed to ensuring partnership working in developments in the future.</p> <p>The paper was noted.</p> | |
| FINANCE, PERFORMANCE & PLANNING | |
| <p>L23/35 Corporate Planning Update</p> <p>The Interim CEO invited discussion of the item and welcomed positive feedback on historic LPF involvement with the Health Board's Annual Plan.</p> <p>It was agreed that an LPF workshop session be scheduled in the last quarter to contribute to the development of the annual plan facilitated by the Corporate Planning team.</p> | OBS/ Planning |
| <p>L23/36 Draft LPF Annual Report 2022-2023</p> <p>The Deputy Director of People Services presented the draft report and invited comments, recognising that there was work to do regarding BCU's estate. Regarding the discussion on providing more support and understanding of the importance of granting TU time for associated duties, the Deputy Director of People Services undertook to address this within the next report to the Workforce Partnership Group, along with consideration of a process for the utilisation of facilities for partnership working. The Joint LPF Chair Trade Unions were keen to involve all Trade Unions more, especially regarding the Special Measures work being progressed.</p> <p>The draft annual report was approved.</p> | JB |
| <p>L23/34 Finance Report Month 2 May 2023</p> <p>L23/34.1 Interim Executive Director of Finance drew attention to the Health Board's current deficit position and that current expenditure was off plan with an increasing run rate. The utilisation of the temporary workforce and overall financial position was highly challenging. He outlined some of the actions and difficult decisions that must be undertaken.</p> <p>L23/34.2 In the discussion that ensued, the Estate condition and budget were discussed, along with plans to seek further WG support for improvements. The Interim CEO emphasised the tough situation all public organisations across Wales faced, including the NHS. The Chair acknowledged the Minister for Health and Social Services focus on NHS debt and drive for efficiencies and savings to address it. He sought support to embrace opportunities in partnership to turn around the current challenging position.</p> | |

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| <p>L23/34.3 It was suggested that managers also consider opportunities to invest to save instead of focussing on immediate cost savings, which might result in improved efficiency and financial position in the long term. Regarding potential establishment control measures explained by the Interim Executive Director of Finance, comments were noted regarding staff well-being considerations. Regarding interim high-cost agency utilisation, comments were noted on the benefit of developing BCU's workforce and considering the need for succession planning.</p> <p>The Finance report was noted. <i>Dyfed Edwards, Chair left the meeting.</i></p> | |
| <p>L23/37 Prevention and Control of Infection (PCI)</p> <p>The Director of Nursing Infection Prevention and Decontamination presented the item highlighting the headline data provided within the report and the commencement of a PCI Doctor. She advised an improving position regarding cleaning and was pleased to share the positive introduction of a BCU conference in this area. However, more work needs to be done regarding understanding cross-contamination in regard to resistant EColi. The LPF was keen to understand whether there were notable performance differences at newer builds, e.g. Alltwen; however, it was understood that there were multifactorial issues involved across BCU.</p> <p>The PCI report was noted.</p> | |
| <p>WORKFORCE & ORGANISATIONAL DEVELOPMENT GOVERNANCE</p> | |
| <p>L23/38 Workforce Report</p> <p>L23/38.1 The Deputy Director of People Services introduced the report, drawing attention to the 90% completion of appointments to the new operating model and that national pay uplifts had occurred. It was noted that two TUs remained in dispute with WG regarding the pay award. The Associate Director for Workforce – Central presented the report, drawing attention to the many sections outlined, including sickness levels and occupational health support provided concerning stress, industrial action activity, positive staff involvement with OCP and the introduction of Wagestream.</p> <p>L23/38.2 A discussion ensued in which the Joint LPF Chair TU was pleased to report that good partnership work was being undertaken. It was agreed that the Associate Director of Workforce-Central would explore how the organisation could capture data on 'Burn Out' given that this could be a multifactorial issue.</p> <p>L23/38.3 The Deputy Director of People Services welcomed feedback directly on any member affected by a recent payroll issue he was currently resolving with the Shared Services Partnership.</p> <p>The Workforce report was noted.</p> | JB (KH) |
| <p>L23/39 Stronger Together Update</p> <p>The Deputy Director of People Services advised that work was continuing in relation to leadership, management development and culture, which the Board would be considering shortly and moved forward in partnership.</p> <p>The update was noted.</p> | |

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| <p>L23/40 Codi Llais Yn Ddiogel / Speak Out Safely Update Report</p> <p>L23/40.1 The Senior Organisational Development Manager presented the report highlighting the go-live date for the next Staff Survey; it was agreed that he would work together with the Joint LPF Chair TU to launch the survey in partnership. He outlined the themes that were reported and of concern.</p> <p>L23/40.2 Following discussion, it was agreed that the Senior Organisational Development Manager would take on board the discussion regarding the Guardian Role and action feedback regarding Betsinet. He welcomed feedback from all TU partners.</p> <p>L23/40.3 The Interim CEO stated that the item would be highlighted within the CEO report to the next Board meeting.</p> <p>The report was noted.</p> | <p>JB(GE)</p> <p>CS</p> |
| <p>L23/41 Equality Annual Report 2023</p> <p>L23/41.1 The Head of Equalities and Human Rights presented the report, acknowledging the team's support in the work undertaken. She highlighted several areas in the report, including preparation for the next four-year plan being moved forward in co-production, development of a race pay audit, and menopause cafés. She welcomed feedback on any aspect of the report outside the meeting.</p> <p>L23/41.2 A discussion ensued regarding developments introduced to support staff in regard to menopause, including the experience of a waiting list. It was noted that a business case was being developed to expand support, including virtual space for advice.</p> <p>The report was noted.</p> | |
| <p>L23/42 Health & Safety Management Update</p> <p>L23/42.1 The Head of Health, Safety and Security presented the report, which was regularly reported at the Quality, Safety and Experience Committee and invited feedback.</p> <p>L23/42.2 A discussion ensued on Radon levels at the Abergele site and potentially other sites; it was agreed that the Head of Health, Safety and Security would prepare a report for the Interim CEO.</p> <p>The report was noted.</p> | <p>SM</p> |
| SUBJECTS RAISED BY TRADE UNIONS | |
| <p>L23/43 Issues raised for discussion by Trade Unions</p> <p>A discussion ensued on the mix of Trade Union representation at meetings on a corporate and local level. It was noted that the recent Governance Review was considering governance structures, including People and Culture.</p> <p>It was agreed that all members of the LPF forward any comments to the Deputy Director of People Services to consider further with the Joint LPF Chairs.</p> | <p>All/JB</p> |

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| FOR INFORMATION | |
| L23/44 Quality & Performance Report | |
| The report was noted . | |
| L23/45 Ombudsman's Annual Report | |
| The report was noted . | |
| L23/46 Emails circulated since the previous meeting | |
| The email was noted . | |
| L23/47 Any other business | |
| The Interim CEO was keen to introduce more LPF workshop events. The Joint LPF Chair TU suggested that future meetings or workshops could consider guest speakers, e.g. local Senedd Members. The Joint Chairs agreed to discuss this further outside the meeting. | |
| L23/48 Date of next meeting DATE OF NEXT MEETING - 1 pm, Tuesday, 10th October 2023 1-4 pm, Tuesday, 10th October 2023 via Teams (<i>post meeting note – postponed to 24.10.23</i>) | |