



NORTH LANARKSHIRE COMMUNITY HEALTH PARTNERSHIP

MINUTES OF AN OPERATING MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY 16th June 2010 AT 1PM IN THE MEETING ROOM, BUCHANAN CENTRE, COATBRIDGE

Draft Minutes for Approval at the Sept 2010 Meeting

PRESENT: Mr David Clark, Non Executive Director NHSL (Chair)
Mr Colin Sloey, Director of North Lanarkshire CHP
Mr Stephen Kerr, Head of Planning and Performance
Mrs Fiona Porter, Deputy Divisional Finance Manager
Mrs Mary Castles, North Lanarkshire Council Representative
Mrs A. Armstrong, Divisional Director of Nursing
Ms. Ann Teale, Public Partnership Representative (Carer's)
Mr. Bob Smith, Public Partnership Representative
Mr. Felix Mulholland, Public Partnership Representative
Mrs June Vallance, Public Partnership Representative

In Attendance: Christine Jack and Calvin Brown

1. APOLOGIES/INTRODUCTIONS

Apologies were received from Mr John Anning, Dr. P McMenemy, Mrs Pauline McCartan, Mrs Marion Mark, Mr Kenneth Small, Dr. A Langa, Mr D Boyd. Mr D Mackay.

Congratulations were extended to Mrs Fiona Porter on her appointment as the Divisional Deputy Director of Finance.

2. MINUTES OF LAST MEETING

The notes of the meeting held on the 5th May 2010 were approved as an accurate record.

3. MATTERS ARISING

3.1 OMC Annual Report/Workplan

Further to the discussion at the previous meeting on the draft version of the Annual Report, Christine Jack advised that the final version of the report had been submitted to the NHSL Board meeting at the end of May 2010 (copy attached). It was noted that the OMC had also been required to produce an Annual Workplan for the coming year and a final draft was approved for submission to the Board meeting due to be held on 23rd June 2010.

3.2 Locality Delivery Plans

Mr Stephen Kerr gave a brief update on the ongoing development of locality delivery plans and targets which have now been incorporated within individual performance objectives.

4. PERFORMANCE REPORTS

4.1 Divisional HR Report

In Mr Small absence, Christine Jack made reference to the workforce report for the end of March 2010 which had been previously circulated. Ms Jack made reference to the summary report which highlighted issues of particular relevance to North Lanarkshire CHP. The sickness absence rate for NHSL was noted to be 3.98% at the end of March 2010 which compared with a rate of 4.25% for the same period in 2009. Within NL CHP the reported position was 3.72%. Individual locality positions were also noted with Bellshill locality reflecting a significant reduction in sickness absence rates since January 2010. Reference was made to bank staff costs and overtime rates where total expenditure had fallen significantly within NL CHP during 2009/10 despite pandemic flu pressures in April, May & June 2009.

4.2 Finance Report

Mrs Fiona Porter tabled the Finance report for the period ending May 2010. This was the first report of the new financial year and reflected the new CHP structure. Mrs Porter highlighted the main changes around AHP and Clinical Government services which are reported under the new hosting arrangements. The unit positions were noted and Mrs Porter highlighted areas where specific actions were being taken to address both underspend and overspend positions. The reported prescribing position reflected an overspend position of 68k however, it is anticipated that this will be addressed as the prescribing action plan takes effect.

4.3 Director's Report

Mr Sloey made reference to his report which had been previously been circulated. Key areas of activity included further progress within the CHP CRES Programme Board on the thirteen CRES projects, a number of which had now been successfully concluded. The report highlighted progress with Community Nursing review, AHP review and the Public Health and Health Improvement review. Mr Sloey also made reference to the Keep Well Stakeholder Event which was held on 2nd June 2010. The event had been well attended by front line staff and had clearly demonstrated the success of the project and its impact on anticipatory care objectives. The day ended with an overview of future plans beyond 2011 and Mr Sloey made reference to recent discussions with the Scottish Government on the establishment of a Keep Well Extension Board. Mr Clark welcomed the opportunity to review the data presented and it was noted that an update on the Keep Well Programme had been scheduled for a future OMC meeting.

4.4 Performance Report

Mr Kerr made reference to his report relating to the Community Care Agenda which had previously been circulated. It was noted that the normal Waiting Times report would now only be reported quarterly in keeping with the review timetable.

Mr Kerr highlighted the considerable progress which had been made by NL Partners to develop a robust performance framework comprising locality service activity reports and care group performance measures. Mr Kerr made reference to the appendix attached to the report which detailed the key performance measures for each of the care groups namely Addictions, Disability, Mental Health and Older People. It was noted that the measures were of a quantitative rather than a qualitative nature and work was ongoing to develop information in respect of outcomes for service users and carers. It was agreed that a six monthly update will be considered by the OMC in December 2010 alongside version 3 of the Single Outcome Agreement.

5. GOVERNANCE

5.1 Communication

Mr Brown made reference to the Communications report for the period of April 2010 to June 2010 and highlighted the media coverage during this period Mr Mulholland commented on the award to Motherwell youth workers. Media coverage of the opening of the Buchanan Centre, the 'See Me' campaign and the Waste Aware Medicines campaign were also noted. Compliance with the Freedom of information Scotland Act 2002 (FOISA) for the 1st quarter of year was noted.

6. PLANNING

6.1 Clyde Valley Review

Mr Kerr made reference to his report which summarised the work to date on the Clyde Valley Integrated Health and Social Care Collaborative which is chaired by David Martin, Chief Executive of Renfrewshire Council. A number of areas and sub groups have been formed and these include the following: -

- Organisational development and staff training
- Commissioning and procurement of children's services
- Telecare services development
- Alcohol related brain damage / acquired brain injury

Mr Kerr advised that he would update OMC at regular intervals on progress.

7. REPORTS/MINUTES TO NOTE

The following reports and minutes were noted:

- i. Complaints Report & SPSO Report
- ii. Joint CHP Clinical Governance & Risk Management

8. AOCB

No other issues were raised. The meeting ended with a walkround the new facility.

9. DATE OF NEXT MEETING

The next meeting will be held on Wednesday 1st September 2010 at 1.00 pm in Committee Room 1, Strathclyde Hospital