

**NHS LANARKSHIRE
& NHS GREATER GLASGOW & CLYDE**

**CHP SOUTH OPERATING MANAGEMENT
(PERFORMANCE MANAGEMENT) COMMITTEE**

**Note of a meeting held on Monday 17th March 2008 at 9.30 am in
The Boardroom, Calder Ward, Udston Hospital.**

PRESENT:	Mrs N Mahal Mr A Lawrie Ms J Miller Dr L Armitage Mrs F Porter Mrs M Nelson Mr J Mitchell Mr H Stevenson Mr P McCrossan Mr R Watts Mrs I Miller Mrs M Samson Ms J Hope Ms J Mouriki	Chair Director CHP South Support Services Manager Consultant in Public Health Medicine Deputy Director of Finance Non-executive Director Patient Representative Director of Social Work, SLC Associate Director of Nursing and AHPs Head of Planning and Performance Patient Representative UNISON Acute Division Representative Voluntary Sector Representative
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In Attendance: Karen Spiers, Interim Associate Director of Nursing, Calvin Brown, Communications Manager.

Item	Action Notes	Action by
1	APOLOGIES Apologies were received from Dr Shiona Mackie, Ruth Hibbert, Robert Anderson, Frances Leckie, and Councillor Handibode	
2	DECLARATIONS OF INTEREST There were no declarations of interest.	
3	Minutes of last meeting (21st January 2008) Accepted as an accurate record.	

<p>4</p>	<p>MATTERS ARISING:</p> <p>Winter Plan AL advised that an event to discuss the effectiveness of the Winter Plan 2007 and to consider the coming year's plan will be held on 18th March. Feedback will be provided to the next OMC in May.</p> <p>Action: AL to provide feedback on the event to the next meeting.</p>	<p>AL</p>
<p>5</p>	<p>PERFORMANCE 5.1 Financial Position to 31st January 2008</p> <p>FP discussed her report which showed an underspend to date for South Lanarkshire CHP of £928k. Figures for Cambuslang and Rutherglen were also included within the report and showed an underspend of £26.1k.</p> <p>The overall Primary Care underspend has now risen to £7391k It was noted that the position on pays had improved slightly with posts being filled. The underspend in supplies remains largely due to underspends in the prescribing budgets.</p> <p>NM asked what impact the level of vacancies was having on the system and AL advised that this was mainly in nursing and that this was reducing in all localities.</p> <p>The committee also asked for some narrative around the Cambuslang and Rutherglen figures in order to fully understand the financial position. AL provided some clarification around the figures in the report.</p> <p>The committee noted the report and the good progress being made generally.</p>	
	<p>5.2 HR Reports</p> <p>Workforce Quarterly Report There were no significant issues emerging from this report. The Chair asked for information pertaining to the low level of exit questionnaires being completed. AL agreed to discuss this with RH.</p> <p>Action: RH to provide information to the next meeting</p> <p>Sickness Absence Performance AL discussed the above report and noted the key points.</p>	<p>RH</p>

	<p>Sickness levels have increased from 5.8% in December 07 to 6.0% in January 08.</p> <p>Preliminary results for February show a slight improvement.</p> <p>AL reported that sickness absence was discussed at length at the last SL CHP Management Team. A series of significant reviews are being undertaken by HR and SALUS in conjunction with the Localities. Bringing staff back to work on lighter duties where they may be fit to return to work is being actively explored in some detail at locality level.</p> <p>MS reported that in some areas the various policies were not always being applied. This was reportedly causing some staff to use sickness absence where another type of leave e.g. parental or carer might be more appropriate.</p> <p>Action: RH to discuss with localities to determine whether further training on the policies available for middle managers may be required.</p> <p>The committee noted the report and the issues raised.</p>	<p>RH/LGMs</p>
	<p>5.3 Performance Management Reports</p> <p>Performance Monitoring Report RW discussed the Monitoring Report for January 2008. The committee were asked to note the new format and make comments as appropriate.</p> <p>The 3 red areas are:</p> <ul style="list-style-type: none"> • Sickness absence • CAHMS • Emergency readmissions <p>There followed a discussion around the Single Outcome Agreement (SOA) with SL Council, and the Chair asked about the pending review of Delayed Discharges. AL advised that this was being discussed with SLC and work will be ongoing on a partnership basis over the next year to produce a multiagency SOA. As it is very much work in progress, feedback will be reported to a future meeting in the autumn.</p> <p>AL reported on the Care Homes Project which has been given £700k of new money to provide dedicated GP practices aligned to each Care Home. This funding also provides additional liaison nurse support, physiotherapy, pharmacy and IT. East Kilbride is</p>	

	<p>the first Locality to “go live” from 1st April 2008.</p> <p>Waiting Times Monitoring Report</p> <p>RW discussed the above report which is also in a new format. He proposed to focus on reporting on four main areas in future, these are:</p> <ul style="list-style-type: none"> • Physiotherapy • Podiatry • Speech and Language Therapy • Audiology <p>The key points from the report were:</p> <ul style="list-style-type: none"> • The total numbers waiting has reduced by 11.8% in this period, compared to an increase of 4.7% reported for the previous period. • The waiting time target has reduced from 26 weeks to 18 weeks with effect from December 2007. • The report further highlighted some of the key issues and the actions being taken to address them. <p>Capacity Planning</p> <p>PMcC reported that Physiotherapy, and Podiatry now have robust capacity plans in place for this year. Audiology and Speech and Language Therapy are still in the process of developing theirs.</p> <p>PMcC also reported the recruitment of a further 12 Physiotherapy staff as part of the invest to save programme.</p> <p>Action: PMcC to bring a report on AHP services to a future meeting.</p> <p>The committee noted the good progress made and welcomed the revised format of the reports.</p>	<p>PMcC</p>
<p>6</p>	<p>PLANNING</p> <p>6.1 Locality Risk Registers</p> <p>The committee agreed that the revised registers were now more detailed, more informative and provided action plans to address those areas of risk which were either inadequate or uncontrolled.</p>	

	<p>Staffing levels were also discussed and it was noted that a number of the current issues would be addressed both through the redeployment of staff from the closure of Hartwoodhill, together with the ongoing recruitment programme.</p> <p>The Chair thanked KS for the presentation and the Committee noted the good progress made notwithstanding the challenges ahead.</p> <p>6.4 Primary Care Strategy</p> <p>AL discussed the “New Horizons” plan for modernising Primary Care Services within NHSL. This plan has been submitted to the Modernisation Board and will now go out to consultation with key stakeholders with a final report to the NHSL Board in June 2008. AL will present the strategy to the next OMC in May.</p> <p>Action: AL to present to the next OMC</p> <p>Review of A & E</p> <p>AL reported that the financial plan would be submitted to the NHSL Board in March 08. This plan would give detail around the 8 capital schemes which would go forward in the first tranche. The remainder of the schemes in the original plan will now move into the second tranche as was previously the case.</p> <p>It was noted that further debate would require to take place around the Community Casualty Units in view of the decision to support 3 A & E units in Lanarkshire as opposed to 2.</p> <p>The revised plan still presents a major opportunity around GP owned premises with £2.5 million being invested in this area over the next 5 years.</p> <p>6.5 Communications Report</p> <p>Calvin Brown attended the meeting to give an update on the work of the Communications Department. There was some discussion following the publication of the Ashbrook Report on how we can improve our communications with the public.</p>	
7	<p>GOVERNANCE</p> <p>7.1 HMIE Inspection on Child Protection</p>	

	<p>AL reported that the inspection was currently underway with verbal feedback due before the next OMC.</p> <p>The committee noted the progress and acknowledged the efforts of all staff involved in the process.</p> <p>Action: AL/FL to provide further feedback to the next OMC</p> <p>7.2 Lanarkshire Data Sharing Partnership Minutes</p> <p>These were noted by the committee</p> <p>7.3 Staff Partnership Forum Minutes</p> <p>These were noted by the committee and they also acknowledged the inclusion of minutes from the Health and Safety Committee.</p> <p>7.4 South Lanarkshire PPF Minutes</p> <p>JMitchell advised that Rutherglen and Cambuslang PPF are holding 4 health seminars over the coming weeks. Clydesdale PPF are also joining in on an event with the Disability Forum.</p> <p>He also reported that a meeting of the Locality PPF Chairs and the General Managers had been held to discuss support to the PPFs and dedicated funding had now been provided to take this forward.</p> <p>Action: AL/NM/JM and IM to meet.</p>	<p>AL/NM/JM/IM</p>
<p>8</p>	<p>FOR INFORMATION</p> <p>8.1 North Lanarkshire CHP OMC Minutes</p> <p>These were noted by the committee.</p> <p>8.2 Acute OMC Minutes</p> <p>These were noted by the committee.</p> <p>8.3 Health and Care Partnership Minutes</p> <p>These were noted by the committee.</p>	

	<p>8.4 Visible, Accessible and Integrated Care</p> <p>This item was deferred to the next meeting.</p>	
9	<p>AOCB</p> <p>The Chair advised that Dr Shiona Mackie would be retiring from her post as Primary Care Medical Director on 31st March and she wished to take this opportunity to thank her for her contribution to the South CHP and wish her well in her retirement on behalf of the OMC.</p>	
10	<p>DATE OF NEXT MEETING</p> <p>The date of the next meeting is Monday 19th May 2008 in the Boardroom at Calder Ward in Udston Hospital.</p>	