



Draft notes to be approved at June OMC meeting

NHS LANARKSHIRE

COMMUNITY HEALTH PARTNERSHIPS

**NORTH OPERATING MANAGEMENT COMMITTEE
PERFORMANCE MANAGEMENT**

**Notes of Meeting Held On Wednesday 30th April at 1pm in the Board Room
Beckford St, Hamilton**

Present: Mr David Clark, Non – Executive Director (Chair)
Mr Colin Sloey, Director North Lanarkshire CHP
Mr Stephen Kerr, Head of Planning and Performance
Mr John York, Deputy Director of Finance
Mr Duncan Clark, North Lanarkshire Council
Mr Kenneth Small, Director of OD & North CHP HR Representative
Mrs Margaret Moncrief, Carers Representative
Ms June Vallance, Voluntary Sector Representative
Mr David Boyd, Staff Side Representative
Dr A Langa, Associate Medical Director (Mental Health)
Dr Philip McMenemy, Associate Medical Director (Primary Care)
Mrs Judith Hope, General Manager, Acute Division
Dr Jennifer Darnborough, Public Health, NHSL

In attendance: C Jack, (Minutes) Calvin Brown , Communications Manager,
Carol McGhee, Janice Longford, Gabe Docherty, Kate Bell Item 4.3

1. APOLOGIES

Mr John Anning, Anne Armstrong, Felix Mulholland, Bob Smith, Mary Castles

2. MINUTES OF LAST MEETING

The notes of the meeting held on the 6th February 2008 were formally recorded as a true record of the meeting.

3. MATTERS ARISING

3.1 Public Partnership Representation

Further to the note at the last meeting where it was identified that a Carers representative would join the Operating Management Committee, Mr Clark welcomed and introduced Mrs Margaret Moncrief to her first meeting. In respect of the youth representative Mr Kerr advised that he would be meeting with the Youth Health Advisory Committee to discuss how best to engage with younger people and to ask them to suggest better methods of communication. Discussion followed on whether or not evening meetings would suit better but it was agreed that this would be difficult for other member of the Committee.

3.2 HMIE Visit – Child Protection – Feedback

Janice Longford, Acting Associate Director of Nursing (Primary Care) attended the meeting on behalf of Ann Armstrong to give some feedback from the recent HMIE visit. It was noted that the draft written report would be made available in June 2008 with a final version scheduled for September 2008 however informal verbal feedback had been received earlier in the week to the Chief Officer's group of the partner agencies. Initial feedback had been very positive with some areas of improvement noted. Mr Sloey advised that action plans around the areas for improvement had already been put in place and were being actively progressed. An update on these issues was to be noted at further meetings. A briefing note around the initial feedback had been circulated to all staff.

Action: Mr Clark extended a note of appreciation to all staff who were directly involved in the preparation for the visits and Mr Clark acknowledged the good practice within Lanarkshire in respect of caring for children.

3.3 Terms of Reference

Mrs Jack made reference to the updated Terms of Reference previously circulated and advised of the amendments to the list of members (to include a Carers Representative). Mr Clark commented on the Non Executive membership and suggested that an additional member should be considered given the standing arrangement with NHS Greater Glasgow and Clyde where they did not routinely attend. Mr Sloey advised that he would raise this issue with colleagues in Glasgow.

Action: Mr Sloey to raise issue of attendance with GG&C.

4. GOVERNANCE

4.1 Clinical Governance

Mrs Alison Graham, Medical Director attended the meeting to give an update on the Clinical Governance agenda. Mrs Graham advised that the development of the revised Clinical Governance strategy and structure for NHSL had not progressed in line with her original timescales but some recent progress was noted in relation to the planned appointment of a Head of Clinical Governance and Risk Management. Mr Sloey highlighted concerns that the OMC had not been receiving regular reports on Clinical Governance activity in keeping with the Terms of Reference

and Standing Agenda. Mrs Graham acknowledged the issues and advised that she had taken steps to ensure that the CHP Clinical Governance Committee was re-established and the strategy refreshed. A date had been set for June 2008 and a report and work plan for the coming year would be submitted to the OMC for consideration.

4.2 Risk Management

Mrs Carol McGhee, Risk Manager, NHSL attended the meeting to give a brief update on the risk management strategy. Mrs McGhee made reference to her paper that outlined key areas of work across NHSL and specifically within CHPs. It was noted that performance against each of the risk management work plan areas was monitored via the Quarterly Review process that takes place within each locality and service area. Mrs McGhee made reference to the further development of the North Lanarkshire CHP Risk Register, a copy of which was tabled for information, and of the development of Locality Risk Registers. Ms Jack made reference to the Risk Register and of the actions associated with each risk area to ensure that these were actively managed and reviewed.

Action: Mr Clark thanked Mrs Graham and Mrs McGhee for their attendance and their reports. Updates to be scheduled for the August meeting.

4.3 Communications Report

The Communications Report for the recent period was noted. Mr Brown highlighted key areas of work and press interest including a successful recruitment drive for Public Health Nursing. Mrs Longford gave some feedback on the uptake of applications from the event which hopefully result in current vacancies being filled.

Mr Brown went on to introduce Kate Bell who gave a presentation on 'New Horizons' – A Plan for Modernising Primary Health Care Services. Mr Brown outlined the consultation process being undertaken during March – May 2008. The final document was to be approved at the NHSL board in June 2008 with an action plan to be developed during July/August 2008. Ms Bell highlighted the key issues contained within the plan which built on previous models and actions around Long Term Conditions, Unscheduled Care, Extended Primary Care and Health Improvement.

Action - Mr Clark thanked Ms Bell for the presentation and reiterated the opportunity for OMC members to provide feedback to the plan.

5. PLANNING

5.1 Public Health Report 2006

Jennifer Darnborough gave a presentation highlighting key elements contained within the above report. Dr Darnborough made reference to comparisons between national figures and Lanarkshire figures on a number of areas including:

- Cancer mortality rates
- Coronary Heart disease mortality
- Pregnancies in 13-15 year olds
- Smoking
- Breastfeeding
- Alcohol related deaths
- Dental registrations

Discussion followed on a number of areas of action with particular reference to preventative programmes such as Keep Well and the roll out programme for same and the uptake in statin prescribing. Janice Longford made reference to the need to ensure that services were targeted in the early years to establish good habits with particular support for children who were living in difficult circumstances which could lead to development of illness. The recent investment in CAHMS services and the Tooth Brushing initiatives were noted as being good examples of early interventions. The planned recruitment of an infant feeding coordinator was also noted as another example of establishing good health from an early start.

Action: Mr Clark thanked Dr Darnborough for her informative presentation and acknowledged the considerable challenges facing NHS Lanarkshire in improving the overall health of the people in Lanarkshire.

6.2 Healthy Living Centres

Mr Gabe Docherty gave a brief presentation on the work of the Healthy Living Centres and the roll out of this model. June Vallance gave an overview of the work of the Healthy Living Centre at Shotts (Getting Better Together) and the impact on the local population particularly the positive impact on youth crime figures since the introduction of the Saturday evening youth programme. Discussion followed on the roll programme to the other localities and Duncan McKay commented on a recent review of the use of existing community centres and the need to improve facilities and accessibility to encourage better use of these facilities to provide some of the services outlined in the Healthy Living Centre model.

Action : Mr Clark thanked Mr Docherty and colleagues for the presentation and asked for an update in due course.

5.3 Single Outcome Agreement

Mr Kerr gave a brief update on progress with the above report which was about to be approved in draft form with a view to be signed off in June 2008. Mrs Moncrief made reference to re previous representation from the Carers Network around ring fenced

monies for Carers and advised that she had been assured that there would be no detriment in the first year.

5.4 New Community Plan

Mr Sloey gave a brief update on the development of the Community Plan that linked the actions previously discussed in the presentations around the various components of good health and the inputs from all the agencies including environment, education, housing and community safety. The Plan had been signed off by the North Lanarkshire Partnership Group (NLP).

6. PERFORMANCE

The following reports had previously been circulated and noted at the Partnership Reference group. No issues had been highlighted for discussion.

6.1 Performance Management Report

6.2 Finance Report

6.3 Directors Report

6.4 Human Resources Report

7. REPORTS/MINUTES NOTED

The following minutes were noted:

South Lanarkshire CHP Operating Committee – 21.1.08

Health & Care Partnership Committee – 14.3.08

7 AOCB

No other items were raised

8 DATE OF NEXT MEETING

The date of the next meeting was scheduled for 11th June 2008 at 1pm, Committee Room 1, Divisional HQ, Strathclyde Hospital.

CIRCULATION LIST:

Mr John Anning, Non – Executive Director (Chair)
Mr David Clark, Non – Executive Director
Mr Colin Sloey, Director CHP North
Mr Duncan MacKay, North Lanarkshire Council
Mrs Mary Castles, North Lanarkshire Council
Mr Stephen Kerr, Head of Planning and Performance
Mr John York, Deputy Director of Finance

Mrs Anne Armstrong, Divisional Director of Nursing (Primary Care)
Mr Kenneth Small, Director of OD & North CHP HR Representative
Mr Felix Mulholland, Public Involvement Representative
Mr Bob Smith, Public Involvement Representative
Ms June Vallance, Voluntary Sector Representative
Ms Judith Hope, General Manager/Acute Division Representative
Mr David Boyd, Staff Side Representative
Mr Ken Corsar, Chair NHSL Board
Members of Acute Operating Management Committee
Members of South CHP Operating Management Committee
NHSL Board Members
Members of North CHP Management Team
Members of Public Partnership Forum