

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

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

**Note of a meeting held on Monday 22<sup>nd</sup> September 2008 at 9.30 am in  
the Boardroom, Calder Ward, Udston Hospital**

<b>PRESENT:</b>	<b>Mrs Neena Mahal</b> <b>Ms J Miller</b> <b>Mr R Watts</b> <b>Ms Ruth Hibbert</b> <b>Mr J Mitchell</b> <b>Mrs I Miller</b> <b>Mr Robert Anderson</b> <b>Ms F Porter</b> <b>Miss F Leckie</b> <b>Dr L Armitage</b> <b>Cllr J Handibode</b> <b>Mr P McCrossan</b> <b>Ms J Hope</b>	<b>Chair</b> <b>Support Services Manager</b> <b>Head of Planning</b> <b>Divisional HR Director</b> <b>PPF Representative</b> <b>PPF Representative</b> <b>SL Carers Network</b> <b>Deputy Director of Finance</b> <b>Associate Director of Nursing</b> <b>Consultant in Public Health Medicine</b> <b>NHS Greater Glasgow and Clyde</b> <b>Associate Director of Nursing and AHPs</b> <b>Acute Division</b>
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**In Attendance: Calvin Brown, Communications, Graeme Walsh, Patient Services  
Manager, Michele Dowling, South Lanarkshire Council**

<b>Item</b>	<b>Action Notes</b>	<b>Action by</b>
<b>1</b>	<b>APOLOGIES</b>  Apologies were received from Harry Stevenson, Margaret Nelson, Alan Lawrie, Joyce Mouriki, and Mary Samson	
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declarations of interest.	
<b>3</b>	<b>MINUTES OF LAST MEETING (22<sup>ND</sup> SEPTEMBER 2008)</b>  Approved as an accurate record with the exception of page 1 point 3 – this should read “PPF Representatives”	
<b>4</b>	<b>MATTERS ARISING:</b>	

	<p><b>Membership</b> The Chair advised that Dr Chris Mackintosh had been appointed as Associate Medical Director for the South CHP and would attend future meetings of the OMC.</p> <p><b>Locality Reviews</b> There was a discussion about PPF representation at Locality Review meetings and whether this would bring any added value to the review process. It was suggested that it was more important that PPFs were represented at Locality Clinical Forum and partnership groups as this is where they could have more influence as the quarterly reviews were more focused on performance.</p> <p><b>Updated Terms of Reference</b> These had been previously circulated and the committee approved the content, as well as the list of dates for 2009.</p>	
5	<p><b>PERFORMANCE</b></p> <p><b>5.1 Finance report YTD July 2008</b> FP discussed her report. The overall Primary Care financial position showed an underspend of £751K. The South CHP position for the period to 31 July 2008 showed an underspend of £145k. Clydesdale Locality are reporting a small overspend of £5k, mainly due to the cost of drugs and vaccines. It was noted that some funding had been released from the OOH service to contribute towards the CRES targets.</p> <p>The underspend in Mental Health is mainly due to unfilled posts which are being filled as quickly as possible.</p> <p>The position in Rutherglen and Cambuslang showed an underspend of £32k.</p> <p>Overall the financial position was seen to be healthy.</p> <p>FP reported that although the prescribing budget is currently underspent by £55k, a break even position is being forecast. It was agreed that prescribing figures for Rutherglen and Cambuslang would be included in future reports.</p> <p>The Chair noted the report.</p> <p><b>ACTION: FP to include prescribing figures and information on CRES for Rutherglen and Cambuslang in future reports.</b></p>	FP

	<p><b>The Chair also asked for a formal report on the Health and Homeless Service for a future meeting.</b></p>	<p><b>FL/JM</b></p>
	<p><b>5.2 HR Reports</b></p> <p><b>Sickness Absence Performance</b> RH discussed the above report and highlighted the key points.</p> <p>Locally collected sickness absence rates decreased from 4.5% in July to 4.3% in August. Empower data also shows a drop in the sickness absence rates.</p> <p>The “Easy” project, which is a centralised attendance management system, is now live in the East Kilbride locality and Clydesdale Locality commenced on 8<sup>th</sup> September. Hamilton will start on 1<sup>st</sup> December. Report to come to next meeting.</p> <p>The committee agreed that the figures were very positive and moving towards the target of 4%.</p> <p>There was a discussion around the use of each of the different data sources i.e. Locally collected, Empower and SWISS and which one should be used for the purposes of the OMC, however it was agreed that all were still needed as locally collected stats focused the localities on specific areas which Empower does not provide enough detail on. Members also agreed that the OMC would continue to concentrate on locally collected data.</p> <p><b>ACTION: Next report to include an update on the “Easy” project.</b></p>	<p><b>RH</b></p>
	<p><b>5.3 Performance Management Reports</b></p> <p><b>AHP Services Presentation</b></p> <p>Peter McCrossan gave an overview of the 9 professions which come under the umbrella of AHP services. It was noted that although Audiology is considered an AHP service within NHSL, nationally it is a Health Scientist profession.</p> <p>PMcC outlined the main challenges as being:</p> <p>Audiology – building capacity and setting budgets Dietetics – the Food, Fluid and Nutrition Audit being carried out by QIS next year Orthoptics – recruitment and retention issues as there are no training facilities in Scotland. OT – joint working with SLC and the “Switch” project</p>	





	<p><b>6.3 Communications Report</b></p> <p>Calvin Brown, (Communications Manager) provided an update on communications activity regarding the CHP throughout July and August.</p> <p>A number of positive press articles had been published and Calvin advised that he was now concentrating on the Winter Plan and raising the awareness of HAI.</p> <p>The chair noted the report.</p>	
	<p><b>6.4 Rutherglen and Cambuslang Progress Report</b></p> <p>In AL's absence, the OMC noted the report and asked for an update at the next meeting as it will have been discussed in more detail at the NHSL Board by then.</p> <p>RA asked that it no longer be referred to as "Camglen" and this was noted.</p> <p><b>ACTION: AL to provide further update at the next meeting. JM to ensure Rutherglen and Cambuslang appears in future minutes and correspondence.</b></p>	<p><b>AL</b> <b>JM</b></p>
	<p><b>6.5 Review of Eyecare</b></p> <p>JM reported that the project to launch the Low Vision Service in Lanarkshire would commence on 1<sup>st</sup> October 2008. OMC members are welcome to attend the launch at Wishaw General Hospital.</p> <p>The project will offer Low Vision assessments to children and adults across Lanarkshire at a range of Community Optometry Practices which were previously only available at Gartnavel Hospital in Glasgow.</p>	
	<p><b>6.6 SLPPF Update</b></p> <p>JMitchell outlined some of the areas that the PPF have made good progress with:</p> <ul style="list-style-type: none"> <li>• There is now improved support at Locality level</li> <li>• PPFs are developing good relations with the Communications Department</li> <li>• PPFs have a better knowledge of structure and strategy across NHSL</li> <li>• They are starting to focus on Health Improvement and</li> </ul>	

	<p>have invited relevant speakers to their meetings</p> <ul style="list-style-type: none"> <li>• The PPF would like to make a short presentation to the next meeting on their progress on training, structure and priorities for the SLPPF.</li> </ul> <p><b>Action: JM to put on agenda for next meeting</b></p>	<b>JM</b>
<b>7</b>	<p><b>GOVERNANCE</b></p> <p><b>7.1 Lanarkshire Data Sharing Partnership Minutes</b></p> <p>These were noted by the Committee.</p> <p><b>7.2 Staff Partnership Forum Minutes</b></p> <p>These were noted by the Committee along with the inclusion of the minutes from the Health &amp; Safety Committee.</p> <p><b>7.3 South Lanarkshire PPF Minutes</b></p> <p>These were noted by the Committee.</p> <p><b>7.4 Health &amp; Care Partnership Minutes</b></p> <p>The next meeting will take place on 21<sup>st</sup> November and therefore there are no minutes for this meeting.</p> <p><b>7.5 Complaints Report</b></p> <p>Graeme Walsh summarised both the quarterly and the annual Complaints Report.</p> <p>There were some concerns raised about a complaint concerning OOH cars and it was agreed that this could be discussed at the next meeting when the OOH Annual Report will be presented.</p> <p>There was also a discussion about the Citizens Advice Bureau contract and RA pointed out that Carers were not aware of the advocacy service.</p> <p><b>Action: JM to ensure OOH complaints addressed at next OMC and GW to discuss CAB contract with RA outwith the meeting.</b></p> <p>The Chair thanked Graeme Walsh for the report and noted its contents.</p>	<b>JM/GW/RA</b>

<p><b>8</b></p>	<p><b>FOR INFORMATION</b></p> <p><b>8.1 North Lanarkshire CHP OMC Minutes</b></p> <p>These were noted by the Committee.</p> <p><b>8.2 Acute OMC Minutes</b></p> <p>These were noted by the Committee.</p>	
<p><b>9</b></p>	<p><b>AOCB</b></p> <p>The Chair advised that the Chair of the North CHP would attend a future South OMC and she would likewise attend at North OMC.</p> <p>There was no further business</p>	
<p><b>10</b></p>	<p><b>DATE OF NEXT MEETING</b></p> <p>The date of the next meeting is Monday 24<sup>th</sup> November 2008 in Boardroom, Udston Hospital.</p> <p>Dates for 2009 are listed below:</p> <p><b>Monday 26<sup>th</sup> January 2009</b>  <b>Monday 30<sup>th</sup> March 2009</b>  <b>Monday 1<sup>st</sup> June 2009</b>  <b>Monday 10<sup>th</sup> August 2009</b>  <b>Monday 5<sup>th</sup> October 2009</b>  <b>Monday 30<sup>th</sup> November 2009</b></p> <p>All meetings will be held in the Boardroom at Calder Ward, Udston Hospital and will run from 9.30 am until 12.30pm</p>	

CHP - (S) COMMITTEE: m-omc-21 July 08