MINUTE OF THE KIRKCALDY AND LEVENMOUTH CHP COMMITTEE MEETING HELD ON TUESDAY 10TH MARCH 2015 AT 1.30 P.M. IN THE LARGE COMMITTEE ROOM, TOWN HOUSE, KIRKCALDY

PRESENT:
Mrs Nicky Connor, Associate Nurse Director, K&L CHP
Mrs Christina Cooper, Non-Executive Board Member, NHS Fife
Mrs Moira Dunsire, Registered Allied Health Professional Representative, K&L CHP
Mr Simon Little, NHS Non-Executive Board Member NHS Fife (Committee Chair)
Mrs Mary Porter, General Manager, K&L CHP
Dr David Reid, Clinical Director, K&L CHP
Cllr Andrew Rodger, Council Representative, Fife Council

IN ATTENDANCE
Mr Bruce Anderson, Head of Partnership, NHS Fife
Mrs Lorraine Cooper-King, Business Manager [DWF CHP] (Minutes)

ACTION

67/14 WELCOME AND INTRODUCTION

Mr Little welcomed all to what will be the last meeting of the Kirkcaldy & Levenmouth CHP Committee. Mr Little acknowledged the hard work of Committee members and staff in relation to the work of and interest they have taken in the CHP.

Mrs Christina Cooper, Non-Executive Board Member, NHS Fife and Dr David Reid, Clinical Director, K&L CHP, were welcomed to their first CHP Committee formal meeting.

Committee members were reminded of the Shadow Board interim arrangements currently in place prior to full Integrated Health & Social Care Board arrangements being approved.

68/14 APOLOGIES FOR ABSENCE

Apologies were received from Mr Nick Barber, Mr Jim Bett, Professor Ian Campbell, Mr Simon Fevre, Mr Gordon Penman, Dr Stephen Rogers and Mr Allan Shields.

69/14 DECLARATION OF INTEREST

Dr David Reid intimated an interest with regards to Item 9.1 – the Reprovision of the Intensive Psychiatric Care Unit.
70/14 MINUTE OF THE PREVIOUS MEETING

The Minute of the previous meeting held on 13th January 2015 were approved as an accurate record pending replacing 'Environmental Health Visit' with Mental Welfare Commission at minute 60/14.

71/14 MATTERS ARISING

The following matters were raised:

71/14(1) Bed Capacity Issues (min 60/14): an update on nursing recruitment within community hospitals was sought. Committee members were advised the recruitment drive, with particular emphasis on community nursing, continues.

71/14(2) Environmental Health Visit (to be change to Mental Welfare Commission) (min 60/14): Following a visit by the Mental Welfare Commission on 29th January 2015 to two wards within Cameron Hospital, one recommendation was received. Work around this has been implemented. There were no cause for concerns and no further visits to the wards are required. Special recognition was given to the Sir George Sharp Unit.

71/14(3) ICASS Evaluation Report (min 62/14(1)): It is yet unknown how / where Hospital at Home will fit into the new H&SC structure. However, Committee members were advised the established protocols and pathways groups will continue to meet in the interim. Regarding capacity, members were advised that the complexity of patients has changed since the initial scoping of the service, and this in turn affects the numbers cared for within the service.

72/14 GENERAL MANAGER’S UPDATE

Fair Isle Clinic
A poor response was received to the engagement events around the options appraisal for the Fair Isle Clinic. This will now be submitted to the Scottish Health Council for advice on level of consultation required for the closure of the building / relocation of services.

Townhill Day Hospital
The Scottish Health Council will be consulted with regards to the level of consultation required around the closure of the Townhill Day Hospital following the amalgamation of the service with the Forthview Day Hospital based with QMH, Dunfermline.

Medical Staffing
The consultant vacancy within the Rheumatology service remains. The vacancy will be re-advertised.
Shortlisting for a General Psychiatrist within the Forensic Service will commence shortly.

The Committee noted the General Manager's Verbal Report.

73/14 ASSOCIATE NURSE DIRECTOR’S UPDATE

Nursing Leadership
Mrs Connor advised Committee members that Professor Scott McLean has been appointed to Director of Acute Services; and Pauline Small has retired from her post as Associate Nurse Director within D&WF CHP. Assurance was given around leadership of Mrs Small’s portfolio, and this is being looked at Fife-wide.

Health Visiting
There are national issues with regards to vacancies within Health Visiting services. Across Scotland, training opportunities will be advertised and awareness raising of the service is underway. Current staff members have been advised of the capacity issues and already a number of staff have agreed to additional hours for the short term. Fife is expecting twelve newly qualified health visitors by September 2015, who will be allocated to areas depending on need / priority. Moving forward, health visiting will be managed Fife-wide, which will allow for core service provision and business continuity. Health visiting (and school nursing) will be managed within Children’s Services.

Tissue Viability
Specific workstreams across Fife are bringing together acute and community issues. More specific needs for care at home and within care homes have been identified, including promoting self care and early identification of tissue viability concerns.

Roster Management
A review is being undertaken on all inpatient wards (acute adults and community mental health). This work will conclude in May 2015.

The Committee noted the Associate Nurse Director’s Verbal Report.

74/14 PATIENT / STAFF EXPERIENCE

74/14(1) PPF Reference Group

No update available. Mr Barber submitted apologies for today’s meeting.

74/14(2) Staff Survey 2014 Summary

Mr Anderson presented highlights of the survey results for K&L CHP as part of the overall NHS Scotland Staff Survey undertaken in 2014:
ACTION

- K&L CHP had an increase in response rate compared with the previous year; 24% of the total responses received.
- The local report highlights significant improvements across the Board
- Core questions were well answered, however, sub-questions were not as positive
- The question ‘Care of Patients / Service Users is my health board’s top priority’ received a positive response with an increase of 12% agreeing with this statement from the previous year.

The outcome of the local report is encouraging with an overall improvement in employee satisfaction from the previous year’s results. Communication with staff and a feeling of being listened to remains a current theme.

The report has been shared with the Local Partnership Forum to ensure outcomes relating to staff governance are included within the Staff Governance Action Plan.

The Committee noted the outcomes of the Staff Survey and the action being taken to include relevant actions within the Staff Governance Action Plan.

75/14 PLANNING FOR SERVICE IMPROVEMENT

75/14(1) The Reprovision of the Intensive Psychiatric Care Unit

The full business case, which sets out the strategy for the re-provision of the Intensive Psychiatric Care Unit, on the Stratheden Hospital site, has been submitted to the Scottish Government for approval.

It is anticipated that work will begin in May 2015 with a completion / entry date in April 2016.

Essentially, the new build will provide a number of benefits in terms of service delivery, but most importantly will improve the quality of patient experience.

Recognition was given to this huge piece of work and thanks were extended to the staff involved in the project so far.

Thereafter, the Committee noted the content of the Business Case.
ACTION

75/14(2)  Transitional Governance Arrangements for the Disestablishment of Community Health Partnerships

Mary Porter presented the paper which outlines the transitional governance reporting arrangements for CHPs on an interim basis from 1st April 2015, until such times as the proposed new structure within Health and Social Care Integration commences.

Mrs Porter advised the paper has been to NHS Fife Board, and the recommended option 2 has been agreed: NHS Board Committees will absorb the operational oversight role that CHP Committees currently discharge, as there is not the capacity to create a direct replacement for them, in addition to populating the Integrated Joint Board.

Thanks were again extended to Committee members for their input to the work of the CHP Committee over the years.

The Committee noted the contents of the report and noted the development of the Organisation Transitional Plan.

76/14  DELIVERY & EFFICIENCY

76/14(1)  Financial Governance

The financial report for the ten month period to 31st January 2015 was considered.

The CHP is showing an overspend of £979k against Managed Clinical Services.

Overspends were also highlighted within the Mental Health Service and drugs budget – particularly regarding Hepatitis C drugs and the Anti TNF drugs.

The Capital Expenditure to 31st January 2015 is £1.229m, and relates largely to works at the Stratheden and Cameron Hospitals.

The Committee noted the content of the report.

76/14(2)  Annual Statement of Assurance 2014-2015

The Committee reviewed the draft Annual Statement of Assurance for 2014-2015.

The Committee approved the paper for submission to NHS Fife
ITEMS FOR INFORMATION

Local Partnership Forum – 14 January 2015
Quality, Safety & Clinical Governance Group – 18th February 2015

From the Quality, Safety & Clinical Governance Group Minutes, Nicky Connor highlighted the new process of going out to meet with services is proving beneficial. It gives services the opportunity to highlight issues and provides more meaningful engagement with service teams.

AOCB

With regards to this being the last meeting of the K&L CHP Committee, Mr Little took the opportunity to thank Mary Porter and Nicky Connor for their positive and genuine openness at Committee meetings.