MINUTES OF THE MEETING OF SERVICE REDESIGN COMMITTEE HELD ON
THURSDAY 15 JANUARY 2015 AT 2.00 PM IN THE BOARD ROOM, HAYFIELD CLINIC

Present:
Dr Les Bisset (Chair)
Ms A Rooney, Non-Executive Director
Ms R Abbot, Public Representative

In Attendance:
Mrs C Bowring Director of Finance
Dr F Elliot, Medical Director
Ms I Hale, Improvement Programmes Manager
Ms R King, Director of HR
Item 4 – Dr Roshini Saunders & Lorna Brown
Item 4 - Dr Frances Baty
Item 4 – Susan Fraser/Craig Morris
Mrs F McLeary (Minutes)

Dr B Montgomery, Interim Chief Executive
Ms Angela Swift, Head of Quality Improvement
Ms Irene McGonnigle, Senior Healthcare Planner

ACTION

01/15 DECLARATION OF INTERESTS
There were no declarations of interest.

02/15 APOLOGIES FOR ABSENCE
Apologies were received from Dr K Cheshire

03/15 MINUTES OF PREVIOUS MEETING
Subject to minor amendments, the minutes of the 16 October 2014 were approved as a true record.

04/15 MATTERS ARISING
There were no matters arising

05/15 Eye Care Integration Project – Dr Roshini Sanders/Lorna Brown
Dr Roshini Saunders & Lorna Brown gave a presentation to the Committee on ‘Eye Care Integration’, which was followed by questions and comments.
06/15 Psychological Therapies - Dr Frances Baty

Dr Frances Baty gave a presentation to the Committee on ‘Psychological Therapies, which was followed by questions and comments.

07/15 Early Years Collaborative - Susan Fraser/Craig Morris

Susan Fraser/Craig Morris gave a presentation to the Committee on ‘Early Years Collaborative’, which was followed by questions and comments.

08/15 Strategic Framework

HEALTHCARE IMPROVEMENT PLAN - GETTING BETTER IN FIFE

Dr Montgomery said at the last meeting of the Service Redesign Committee the Health Improvement Plan (HIP) was the focal point of the meeting with questions being raised on how the Committee wanted to use the document and what information they wanted to have in it.

Ms McGonnigle stated she had read the comments made at the previous meeting and had taken them on board. She said there was no noticeable changes in this iteration of the document since the previous meeting but she proposed to the Committee that she would work on a new iteration of the document and bring to the next meeting for comment. She stated that some of the areas listed under “Local’, Regional and National Initiatives” would be looked at to provide up date on current areas being reviewed.

The Information Services Department (ISD) will provide the information to populate the data required for the document.

Dr Bisset thanked Ms McGonnigle for her update and stated that he found the comments helpful and that he agreed that the documents needed to change and was happy to support the upcoming changes to the document.

Ms Rooney also agreed to support the proposals.

The Committee noted the update.

09/15 Learning from Alaska

Dr Bisset reported that this report “Southcentral Foundation, Alaska: learning to date in Fife and implications for the future” had been discussed at recent NHS Fife Board Meeting and the
Chairman delegated it to the Service Redesign Committee for further discussion. The report summaries a range of activity and learning which has taken place across the Kirkcaldy and Levenmouth CHP and across Fife in relation to a model of healthcare developed by Southcentral Foundation (SCF). The report is provided from Margaret Hannah who was involved in the set up of the Muiredge Project.

Dr Montgomery said that NHS Fife could use the background of the reports findings to take it forward. He stated that he would be surprised if we adopt the model in NHS Fife. NHS Fife can use parts of the Alaskan model in taking this forward.

Dr Elliot said we need to consider what models might be applicable for NHS Fife. There is a lot of good information from the Alaskan project.

Dr Bisset said there are a lot of good points in the document and from the project that NHS Fife could incorporate into the organisation.

10/15 QUALITY IMPROVEMENT HUB (QIHUB)

Ms Swift said there was not much to report and that work was continuing to be done in the QIHUB. The draft Strategic Framework was being finalised and will be sent out when complete. She stated that they were looking into putting information of the QIHUB on the Intranet to make members aware.

Dr Bisset asked if a paper can be provided for the next meeting.

The Committee noted the update.

11/15 REDESIGN COMMITTEE WORKPLAN 2014/15 and 2015/16

Dr Bisset stated that the 2014/15 workplan was now complete and the 2015/16 workplan was here to be agreed for sign off. He said that the “Eye Care Integration Project” would need to be moved from the April Meeting and put under January. He also stated that at the last meeting he asked for a presentation on the Health and Social Care Integration (H&SCI) which has been put on the workplan, he suggested that the H&SCI could be broken down further into different areas.

Ms Rooney agreed that it would be good to hear presentations on the areas of the H&SCI that are being redesigned.
Dr Montgomery stated that this was part of the challenge of how much of the H&SCI does the Committee want. He stated that the workplan will need to be signed off before the April meeting and asked if any comments could be sent to Ms Hale.

Dr Bisset asked Ms Hale to circulate the Workplan around Committee Members after the comments had been received.

The Committee noted the 2014/15 and agreed to agree the 2015/16 workplan electronically.

12/15 RISK REGISTER

Ms Hale stated that the Risk Register had been to the last 3 meetings of the Service Redesign Committee. She referred to the document and asked if the Committee felt the “Current Management Actions” needed updated.

The Committee agreed for the Management Actions to be updated.

Dr Bisset asked for the Risk Register to be brought back to the next meeting 6 monthly after that.

The Committee noted the Risk Register

13/15 Best Value and Annual Assurance Statement - Equality & Diversity Impact Assessments

Dr Bisset reported that the Annual Assurance Statement and Best Value is an annual statement that is produced each year and is signed off at the April meeting. He asked for any comments or changes to be sent to Ingrid Hale.

The Committee noted the report.

14/15 MINUTES OF MEETING OF SMT (REDESIGN) 3 NOVEMBER 2014

The Committee noted the minutes.

15/15 AOCB

Role of Service Redesign Committee

Dr Bisset said that the work was changing with the Strategic Framework and H&SCI. He stated that the Committee would need to think about how they see the Service Redesign moving forward and evolving and the role the Committee will take on providing assurance to the NHS Fife Board.
Staff side Representative

Ms King referred to item 48/14 – Matters Arising of the minutes of the previous meeting. She said that she will liaise with Wilma Brown to see if they have appointed a new Staff Side Rep for the Service Redesign Committee.

16/15 DATE OF NEXT MEETING

Thursday 23 April 2015 at 2.00pm in the Board Room, Hayfield Clinic