



Minute of a meeting of the **Area Clinical Forum** held on **Monday 23rd November 2009** at **1.00 pm** in **Huntlyburn Meeting Room**.

Present:	Mr V Summers (Chair)	VS
	Dr R Cameron	RC
	Mr J Hammond	JH
	Mrs I Swan	IS
	Mrs F Black (Secretary)	FB

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Dr Ross Cameron, Mr Alasdair Pattinson, Dr Nigel Leary and Ms Nicky Hall.

2. MINUTES OF PREVIOUS MEETING – 2ND NOVEMBER 2009

The minute of the previous meeting was read and approved as a correct record.

3. MATTERS ARISING FROM MINUTE OF PREVIOUS MEETING

There were no matters arising from the minute of the previous meeting.

4. FINANCIAL ISSUES

A paper had been circulated with the agenda, outlining the measures that have been put in place to making savings. It was agreed that the ACF role is to ensure measures are put in place without having any direct effect on clinical services. JH asked if it was OK to pass this message on to other dental staff. VS indicated that this would be fine and FB agreed to send both versions to JH for information. *Action : FB*

VS asked that members of the ACF continually monitor any impact on quality of service and ensure that the measures are equitably applied across all areas of service *Action : All*

5. STRATEGIC CHANGE PROGRAMME

It was noted that the next facilitated meeting is scheduled for 10th December 2009 @ Tweed Horizons. *Action : FB*

6. DATES FOR 2010 MEETINGS

The dates for 2010 were agreed. VS asked FB to check availability for 5th January before confirming the date in diaries. *Action : FB*

7. NATIONAL ACF CHAIRS MEETING

It was noted that Vince is currently Chair of the National ACF Chairs group. The main issues for discussion are medical workforce and the quality strategy. The new guidance is almost ready for release, hopefully in the new year.

8. HEALTH IMPROVEMENT

FB indicated that Dr Eric Bajjal was unable to attend the January meeting but she would invite him to attend the February meeting to discuss health improvement issues relating to NHS Borders.

9. PROFESSIONAL ADVISORY COMMITTEES – VERBAL REPORTS

- (a) **Allied Health Professionals Advisory Committee** – There was no update at this time.
- (b) **Area Dental Advisory Group** – JH reported that he had attended a meeting regarding practice improvement monies. The first round was now complete. Letters would be issued in the near future, inviting practices to bid in the second round.
- (c) **Area Medical Committee** – There was no update at this time.
- (d) **Area Ophthalmic Committee** – There was no update at this time.
- (e) **Area Pharmaceutical Committee** – VS reported that Chirnside Pharmacy will stop prescribing from 1st April 2010. This coincides with the merger of the two GP practices in Chirnside and Duns. Graypharm will open at the beginning of December 2009. A separate application for inclusion in the pharmaceutical list had been received from Dalhart Pharmacy who would like to open a pharmacy in the Langlee area of Galashiels.
- (f) **BANMAC** – IS indicated that there had recently been a very good community nursing event re the promotion of good nursing practice. Discussions are taking place re whether it would be possible for BANMAC to sponsor a similar event in the future. The Quality Strategy has been discussed and IS agreed to e-mail the committees' comments to VS.

Action : IS

10. CLINICAL GOVERNANCE STEERING GROUP

It was noted that the next meeting of the CGSG is scheduled for Thursday 21st January 2010. The group is currently looking at tightening up on nursing and registration checks. The minute of the meeting held on 17th September was noted.

11. PUBLIC GOVERNANCE COMMITTEE

It was noted that the next meeting will be held on 17th December 2009. There was no update at this time.

12. SPECIFIC ISSUES RE NHS BORDERS BOARD

The papers for the Board meeting on 3rd December 2009 had not yet been issued as the ACF was being held a week earlier this month.

13. SCOTTISH BORDERS CH&CP

It was noted that the next CHCP Board meeting would take place on 1st December 2009.

15. TOPICS FOR FUTURE ACF MEETINGS

- FB to invite Dr Eric Baijal to attend the meeting in February 2010.
- FB to invite new Chief Executive, Director of Finance and Director of Nursing to attend future ACF meeting.

16. ANY OTHER BUSINESS

Area Drugs and Therapeutics Committee – VS reported that, at the last ADTC meeting, it had been agreed that it would make sense for the non-exec Board member chair of the ACF to also be chair of the ADTC. This would ensure that there is a direct link for the ACTC to the Board.

18. DATE & TIME OF NEXT MEETING

The next will take place on **Tuesday, 5th January 2010 @ 1.00 pm in Newstead Board Room.**