

SOUTH EAST AND TAYSIDE GROUP

Minutes of the Meeting of the South East and Tayside Group held at 10.00am on the 29th January 2010 in Conference Room 4, NHS Fife, Lynebank Hospital, Halbeath Road, Dunfermline.

Present:-**Borders**

Mr Calum Campbell
Dr. Ross Cameron
Mr Robbie Pearson

Fife

Mr George Brechin
Mr Gavin Brown
Ms Heather Kenney
Dr Brian Montgomery

Forth Valley

Ms Janette Fraser

Lothian

Professor James Barbour
(Chair)
Mrs Jackie Sansbury

Tayside

Dr Peter Williamson

Dumfries & Galloway

Ms Mary Harper

Regional Leads

Ms Jacqui Simpson
Mr Derek Phillips

Medical Director

Dr. Gordon Birnie

HR Director**Finance Director**

Ms Carol Potter – on behalf
of Susan Goldsmith

Nurse Director**NSD****Scottish Ambulance
Service****NHS 24**

Ms Justine Westwood

NES

Dr Bill Reid

Scottish Government**In Attendance**

Mr John Wilson, Chair, SEAT Children and Young People's Health Service Planning Group (for Item 4.5)

Mr Bobby Alikhani, Project Manager, SEAT

Minutes

Ms Jacqueline Walker PA, SEAT

Apologies for absence were received from:

Ms Elizabeth Wilson, Ms Sonya Lam, Mr Robert Parry, Ms Pauline Howie, Ms Jane Davidson, Mrs Deirdre Evans, Mrs Alison McCallum, Mr Alan Boyter, Dr Charles Swainson, Mr Lewis Campbell and Ms Susan Goldsmith

Item No.	Section	Action
1.	Welcome & Introductions	
	<p>The incoming Chair James Barbour welcomed everyone to the meeting and in particular Calum Campbell, newly appointed Chief Executive of NHS Borders and Jacqui Simpson as Interim Director of Regional Planning for SEAT.</p> <p>James Barbour asked the group to formally recognise the contribution of John Glennie and George McLachlan to SEAT and wished them well in their retirement.</p>	
1.1	<u>Revised SEAT Arrangements</u>	
	<p>James Barbour suggested to the group that going forward into times of financial pressures it is even more important that SEAT adds value and is working for the benefit of constituent Boards and their patients. The revised SEAT arrangements were intended to support this.</p> <p>Jacqui Simpson intimated that the trio of papers to be discussed under items 4.1, 4.2 and 4.3 would support a focus on a reprioritised workplan for SEAT and delivery of SEAT business through new arrangements, such as joint Directors of Planning and Finance meetings.</p>	
2.	Previous Meeting	
2.1	<u>Minutes of the Meeting held on 20 November 2009</u>	
	<p>The Minutes were agreed as an accurate record.</p>	
2.2	<u>Progress against Action Note</u>	
	<p>Progress against the Action Note was noted.</p> <p>Regarding the chairing of the Learning Disability MCN Steering group, Jacqui Simpson has raised this with Calum Campbell and a more detailed discussion is to be held with the outgoing Chair, Dr Gareth Davies.</p>	JSimpson
3.	Matters Arising	
3.1	<u>Eating Disorders Inpatient Services – Report back from Boards</u>	
	<p>James Barbour asked colleagues from Fife, Borders, Forth Valley and Lothian to indicate their support for the proposals previously considered by SEAT in October 2009.</p> <p>George Brechin tabled a letter indicating NHS Fife support with a number of provisos He mentioned in particular that this new service should assess potential patients in the 16–18 age group, admitting them where appropriate and that the Lead Clinician would be content to look at patients between 16 and 18.</p> <p>Calum Campbell confirmed that NHS Borders support the proposals which are being formally considered at the NHS Borders Board meeting</p>	

next week.

Janette Fraser confirmed that NHS Forth Valley supported the proposal.

Jackie Sansbury confirmed NHS Lothian supported with the proviso that more work is required on the modelling assumptions for the bed numbers for the new unit. She intimated the bed numbers were unlikely to increase and this should not delay agreement by the Boards.

NHS Lothian colleagues to consider bed modelling assumptions and confirm position as soon as possible.

**JSansbury
/ JSimpson**

It was concluded that the work to implement the development of the new in-patient unit should proceed subject to clarification on the above.

3.2 Transcatheter Aortic Valve Implantation (TAVI)

Jacqui Simpson confirmed that in the absence of Deirdre Evans that National Planning Forum has agreed not to look at TAVI until the conclusion of the University of Glasgow studies.

Brian Montgomery explained that in the absence of a National Cardiac Planning Group there was no appetite at regional level to implement TAVI; however this was not shared by clinical teams.

Calum Campbell added that from his experience in implementing TAVI in Wales, it was imperative that the number of centres and patient criteria is agreed in a cohesive, nationally co-ordinated approach.

It was agreed that Jacqui Simpson would write a letter to the National Planning Forum Chair reiterating SEAT's position, and emphasising the need for a national approach particularly in respect of whether or not TAVI would be a replacement service for existing cardiac surgery procedures or a new development requiring prioritisation against other competing priorities.

JSimpson

Janette Fraser updated the group that the West of Scotland Regional Planning Group (WoS) had not yet formally agreed to proceed with TAVI and that it had not been prioritised highly.

A request was made that Deirdre Evans should be asked to update SEAT at its next meeting on Abdominal Aortic Aneurysm Screening and any resource implications for the Boards.

DEvans

3.3 SEAT Medical Workforce Group Remit

Derek Phillips referred to the paper which sets out the role and remit of the group and gave a brief outline to the group. He confirmed it reported to SEAT via the Regional Workforce Planning Board.

The remit of the Medical Workforce Group was supported by SEAT. George Brechin emphasised the role of the group in taking forward the key points about strategically influencing NES and SGHD on medical workforce planning issues and the utilisation of funding that is returned

to the service from NES as training numbers fall.

4. SEAT Initiatives

4.1 SEAT Review of Regional Planning

James Barbour explained following the review of SEAT regional planning commissioned from Malcolm Young and Associates during 2009, the directors of Planning had considered the way forward as set out in the paper presented.

Gavin Brown updated the group that the report was self explanatory and highlighted this is the first in the trio of papers on the agenda which sets the direction for managing SEAT business. He emphasised the following;

- Director of Regional Planning post would be responsible for both service and workforce planning.
- The SEAT Workplan and Framework for Priorities and Decision Making should be streamlined.
- The new Director should review the SEAT staffing resources and capacity needed to deliver the SEAT Workplan and report back to SEAT with recommendations.

Discussion took place on the perceived need to move away from solely regional planning to incorporate regional liaising within the interests of mutuality, but SEAT should also manage the Scottish Government's priorities and expectations.

The paper was not intended to consider the engagement of non-executive directors in SEAT and it was confirmed Jacqui Simpson would liaise with individual Board Chief Executives regarding the most appropriate way of doing this.

Brian Montgomery added that a SEAT role in the brokering of standards and consistency across the region at secondary level, such as for IVF, would help the interface between secondary and tertiary services.

The recommendations with the paper were approved by the group.

4.2 Interim Director of Regional Planning Report

James Barbour confirmed that he had requested this first report from Jacqui Simpson and SEAT agreed that this should become a regular feature on the SEAT agenda as Jacqui continues in the role as the Interim Director.

Jacqui Simpson explained that the report offered the direction of travel for the new ways of working in SEAT. Key priorities in her first 10 days had been to initiate a review of the SEAT workplan and to begin discussions with directly managed staff on how to support SEAT business efficiently and productively. Initial discussions with West and North Regional Planning Directors regarding their arrangements have also taken place.

The new arrangements of joint meetings with Directors of Planning and Directors of Finance in SEAT will be a key delivery mechanism.

Jacqui highlighted the need to ensure continued engagement in individual Board staff in the delivery of SEAT business.

The group also identified that Jacqui should meet with Derek Feeley to discuss the Centre's view on regional planning to ensure appropriate engagement.

It was agreed that Jacqui Simpson would provide regular exception reporting on progress as Interim Director of Regional Planning and feedback to SEAT colleagues on her meeting with Derek Feeley.

JSimpson

4.3 Framework for Priorities and Investment

Gavin Brown reported that the SEAT Workplan and framework were being revised and there was still further work required to reconcile the financial schedules underpinning the workplan. The following recommendations were proposed by Gavin and supported by SEAT;

- Acknowledge that the process of reviewing the Priorities and Decision Making Framework is underway through the new arrangements of joint Directors of Planning and Finance.
- Support the approach identified in particular that the new framework should;
 - Focus on essential prioritise and investment decisions
 - Identify criteria for the approval of new SEAT workstreams that take account of service sustainability, viability and the current financial climate
 - Incorporate more succinct and transparent financial information.
 - Include Director Leads for each workstream
- Support a re-articulation of the role of SEAT.

It was agreed that at the next meeting an update on progress in developing a revised version of the SEAT Framework for Priorities and Decision Making and articulation of the role of SEAT should be considered.

**JSimpson /
DoPs &
DoFs**

4.4 SEAT Efficiency and Productivity

In the absence of Susan Goldsmith, Carol Potter updated the group that individual Boards are currently developing Efficiency and Productivity plans as part of Local Delivery Plans and that it is the intention to collate returns and identify common themes. At the next Directors of Planning and Finance meeting in March these will be considered to agree areas for joint working and consistency in achieving national targets across SEAT.

The group were content with the approach identified and confirmed that Board returns on Efficiency and Productivity Plans should be forwarded to Susan Goldsmith as soon as possible, in order to try and ensure consistency and the avoidance of unintended consequences.

DoFs

4.5 National Delivery Plan for Specialist Children's Service – Year 3 Proposal and Update

John Wilson informed the group progress in Year 2 is being made with recruitment to a number of specialist posts being made and that SEAT have identified the £200k of slippage as part of the £1m being clawed back by the Scottish Government from NDP allocations across Scotland.

With regards to the Year 3 funding proposal, John Wilson identified from the report the SEAT proposals and investment levels for the specialities identified and that the process and priorities were agreed at the last SEAT meeting. The only outstanding issue was the funding for Children's Cancer. The SEAT position remained that there should be top slice funding for the minimum requirements to enable the RHSCE to obtain Principal Treatment Centre Level 4 status which amount to £277k and that proposals for funding Cancer services from the regional allocation amount to £390k. Dr Annie Ingram's pan-Scotland Children's Cancer proposal also reaffirms this position. The issue was close to conclusion however, a further meeting of regional representatives is to be arranged in order to try and avoid Scottish Government arbitration on this matter.

The group noted the Year 2 position, but wished to seek a resolution to Year 3 as soon as possible and asked what the options were.

Jackie Sansbury clarified that there are 3 options;

- Top slice funding in perpetuity
- Top slice funding for 2 years after patient flows are established. However, this leave Lothian at unacceptable financial risk as the income from service level agreements would not cover the expenditure
- There is no top slice. This would put the other pan-Scotland proposals to be delivered by SEAT at risk.

The group agreed that there is only one logical option for SEAT to receive top slice funding in perpetuity and failure to deliver the Cabinet Secretary commitment because of disagreement over 1% of the funding available would be unacceptable.

Jacqui Simpson would draft a letter from the SEAT Chair to John Froggatt and Caroline Selkirk with a copy to Regional Chairs expressing SEAT's position and concern ahead of the meeting to discuss NDP Y3 Cancer funding in order to help broker a solution.

JSimpson

4.6 Paediatric Workforce Planning

Derek Phillips informed the group that the position paper provides a summary of the last 18 months and the actions taken to sustain the paediatric medical workforce across the region. The drivers for change included Modernising Medical Careers, the European Working Times Directive and changes in UK Immigration have reduced the trainee numbers in Paediatrics. The Boards' CEL28 returns have identified a projected need to increase the Consultant, Specialty Doctors and non

medical staffing numbers over the next 5 years and are currently subject to revision.

However, in the short term there is currently a projected 10.5 trainee gap forecasted for March 2010 with 2 in Borders, 2 in Fife and 6-7 in Lothian.

Ross Cameron added that in the medium term the service should not be trainee dependent and that immediate options were needed to deal with the vacancies and what support is available across the region.

Bill Reid identified that the Postgraduate Medical Education Training Board (PMETB) visit to Fife Paediatric services in May will assess the quality of training and that it is imperative that the quality of training cannot be compromised and recognises the need for flexibility in order to ensure service provision across the region. Bill also identified that this situation is not unique to the South East but is replicated across Scotland and the UK and is compounded by the lack of paediatric Locums available.

Colleagues recognised that the degradation of services in any part of the SEAT region was not acceptable and asked for confirmation about the group tasked with finding solutions.

It was confirmed this is the Paediatric Short Life Working Group; a sub-group of the SEAT Medical Workforce Group was responsible for identifying medium – long term solutions and short term sustainability and transition.

It was agreed that the workforce solution is a significant challenge but the Paediatric Subgroup has the mandate to develop a realistic and pragmatic solution, capable of being implemented in the context of service and political priorities.

DPhillips

It was noted that a briefing session to apprise Directors of Planning of the detail of the paediatric services position has been arranged following this meeting.

4.7 Workforce Planning Update

Derek Phillips drew attention to revised assumptions that have been developed by the national Medical Directors which would inform the revised projections for Boards' CEL28 returns due at the end of January. These projections look at key specialties including Paediatrics, Emergency Medicine and Mental Health. The regional response to CEL28 returns is to be submitted to the Scottish Government by 15th February.

The group agreed that projections must be grounded in affordability and that the added value of the regional response must highlight a risk analysis if the recommendations are to be implemented based on Board responses to CEL28 and to show that Board plans are contingent on funding available.

The collated responses by Derek Phillips on behalf of SEAT should be considered provisional until the SEAT Medical Workforce group have had the opportunity to look at added value regional solutions at their next meeting in March.

It was agreed that the regional response needs to be approved by individual Chief Executives before submission to the Scottish Government. **DPhillips**

4.8 Regional Cancer Advisory Group (RCAG) Update

It was confirmed that the RCAG meeting scheduled prior to this meeting was cancelled pending further discussions with RCAG colleagues regarding governance and appropriateness of papers. Jacqui Simpson is to progress with relevant SCAN colleagues

It was noted that an immediate area of service pressure within oncology needs to be addressed. Jacqui Simpson confirmed that moves are afoot to recruit a modernisation manager on secondment to look at service redesign.

Short term solutions are required to support the oncology service and Jacqui Simpson and Robbie Pearson are to meet with the Clinical Director of the Edinburgh Cancer Centre to progress a solution following a review of SCAN budgets. **JSimpson / RPearson**

5. National Initiatives

5.1 National Initiatives Update Report

The National Initiatives Update report was noted.

5.2 Neonatal Meeting with Scottish Government Health Department

It was confirmed that Jacqui Simpson is to consider with relevant colleagues if there is added value in a regional network for neonatal services. **JSimpson**

6. Regional Minutes

6.1 Minutes of the SEAT Directors of Planning meeting which took place on 6th November 2009

These were noted

6.2 Minutes of the SEAT Workforce Planning Board meeting which took place on 18th December 2009

These were noted

6.3 Minutes of the SEAT Regional Cardiac Planning Group meeting which took place on 4th December 2009

Brian Montgomery added that the financial framework for Optimal Reperfusion Therapy (ORT) has been concluded and the activity numbers are currently being worked through. He intimated that it was timely to reconsider the role, remit and functionality of this group.

6.4 Minutes of the SEAT Children & Young People's Health Services Planning Group meeting which took place on 16th December 2009

These were noted

7. Communications

7.1 NHS Borders

Calum Campbell reported that NHS Borders are engaging with the Scottish Government on the Productivity & Efficiency Plans and progression towards a solution to the paediatric workforce challenges.

NHS Fife

George Brechin reported that NHS Fife recently held their Annual Review, which was previously cancelled due to pandemic flu. The top out ceremony for the extension to the Victoria Hospital has taken place and NHS Fife continue with their pilot on Direct Elections to Boards, He confirmed NHS Fife had responded to the challenges of a Norovirus outbreak and Daleview, the Learning Disabilities Unit, will begin taking patients in February 2010.

NHS Dumfries & Galloway

Mar Harper reported that the Capital Investment Group agreed the Full Business Case for the Mental Health Inpatient Unit and the consultation for the Clinical Review has been extended.

NHS Forth Valley

Nothing to report.

NHS Tayside

Peter Williamson reported that weekend cover for emergency admissions at Perth Royal Infirmary had to be halted and that NHS Tayside recently held their Mid Year Review.

NHS Lothian

James Barbour reported that the planned move of Neurosciences will be financed from alternative means since public capital will not be available. The Scottish Government had suggested the Business Case had lacked support from SEAT Boards. We wish colleagues to be clear that the business case for alternative finance including PFI is an option. This would be signed based on where individual Boards would be prepared to support.

There has also been progress with the East Coast Costing Model and the Mid-Year Review was recently held with Orthopaedic Waiting Times a particular issue.

NES

Bill Reid reported that preparations are underway for the PMETB visit to NHS Fife paediatric services in May.

NHS 24

Justine Westwood reported that NHS 24 is refreshing its strategy with an event being held in March focusing on where NHS 24 can add value. The transition of the Scottish Centre for Telehealth to NHS 24 is also progressing.

8. AOCB

9. Date and Time of Next Meeting

Friday 26th March at 10am in the Boardroom, NHS Borders, Newstead, Melrose, TD6 9DA