

DRAFT

Minutes of a meeting of the **Borders NHS Board** held on Thursday 1 April 2010 at 3.20pm in the Meeting Room, Hawick Community Hospital, Hawick.

Present:

Mrs M Wilson	
Mrs C Duthie	
Mrs J Edey	
Mr D Davidson	Mr C Campbell
Mr A Lucas	Mrs J Davidson
Dr D Steele	Mrs S Wright
Cllr S Scott	Mr R Roberts
Mr V Summers	Dr R Cameron
Mrs E Cameron	Mrs L Hamilton-Welsh

In Attendance:

Miss I Bishop	Dr A Mordue
Mrs K McNicoll	Mrs J Smyth

1. **Apologies and Announcements**

Apologies had been received from Dr Eric Baijal and Pat Alexander.

The Chair welcomed Dr Alan Mordue, Consultant in Public Health Medicine to the meeting who was attending on behalf of Dr Eric Baijal, Director of Public Health.

The Chair welcomed June Smyth, Assistant Director of Planning & Performance, to the meeting who would be speaking to several items on the agenda.

The Chair welcomed Cath Young, Head of Health Improvement to the meeting who would be contributing to the Smoking Cessation discussion.

The Chair welcomed Trudy Gane, Clinical Service Manager to the meeting who would be speaking to the Poynder View Redesign item on the agenda.

The Chair announced that David Davidson and Pat Alexander had been formally appointed as Non Executive Directors of the Board from 1 April 2010 to 31 March 2014.

2. **Minutes of Previous Meeting**

The minutes of the previous meeting of the Borders NHS Board held on 4 March 2010 were approved.

3. **Matters Arising**

The **BOARD** noted the Action Tracker.

4. Smoking Cessation Service Update

Dr Alan Mordue updated the Board on the work of the Smoking Cessation Service and progress towards HEAT 6 target.

Cath Young, Head of Health Improvement spoke to the key points within the report and the key roles of pharmacists and primary care in the initiative. She advised that the service had been rebranded and relaunched in consultation with local users to ensure it would appeal to the public and local communities. She commented that smoking and pregnancy remained the most challenging areas.

Dr Ross Cameron enquired about the nicotine replacement therapy initiatives and how effective that service had been. Mrs Young commented that over a 12 month period it was lower due to non compliance with returns, however three month periods were being studied. She admitted that it was difficult to get the long term impact of the initiative at this stage due to difficulties in collecting data. Dr Alan Mordue advised that the quit rate for NHS Borders was actually quite high however many people using the service may use it three times or more before they completely quit smoking.

Julia Edey enquired about the “Quit 4 Good” initiative in respect of school age students and the likelihood of that age group of accessing such services and at what cost.

Cath Young commented that there was a prevention plan for tobacco which was being rolled out to support schools and that there were already two models on smoking cessation working in schools. She advised that a systematic approach to schools was not being taken at present. The question of funding for smoking cessation and prevention was raised and Vince Summers advised that he would email Board members with the funding costs.

The **BOARD** noted the report and progress towards the HEAT 6 target and endorsed the planned further action.

5. Preventing Overweight and Obesity in Scotland

Dr Alan Mordue updated the Board on the recently published Scottish Government report on Obesity and outlined the implications for NHS Borders.

Cath Young reported that it was an ambitious 20 year strategy for addressing Scotland’s epidemic in obesity, highlighting that the key message was that obesity should not be seen as just a health issue it should be seen in the broader context of governance and local planning. She further advised that consultation events would be held soon and that the Health Improvement Board would look at the national action plan and take implementation forward through that route.

David Davidson advised that he was unaware of all the services and connections in respect of the initiative but enquired if there was any funding available in regard to GPs being able to prescribe exercise in connection with local authority leisure complexes.

Dr Alan Mordue advised that a GP exercise referral service had been offered in the past however the service had now moved forward and was now offered through a Lifestyle Adviser Support Service that took referrals from GPs and others and provided a more holistic approach looking at various elements of lifestyle such as stress, food, alcohol, etc. Dr Mordue commented that a new service called the “Counter Weight Service” in Primary Care was now being explored which would give a more traditional approach and potentially in the future both services would be offered to fit into the broader programme.

David Davidson enquired if any work was being undertaken with the Local Authority in regard to facilities. Cath Young advised that the Borders Sport and Leisure Trust currently ran the Over 50s activity and leisure programmes and were also partners in the Joint Physical Activity Strategy Plan.

Catherine Duthie enquired how the partnership working with schools was progressing. Cath Young commented that partnership working was progressing well with schools especially in respect of the physical activity schools programme. She advised that it remained challenging to involve families in the physical activities programmes.

Julia Edey commented that it was currently £3 per swim at the Hawick Swimming Pool and enquired if there was any funding available nationally to local authorities to assist them in implementing the route map. She further enquired if Scottish Borders Council could be asked to reconsider the pricing of swimming to make it cheaper for families. Cath Young advised that Scottish Borders Council had not yet advised of its investment commitments in this area. Dr Alan Mordue advised that if he pursued the matter through the Borders Sport and Leisure Trust they would advise that any reduction in pricing would be dependent on funding allocations from Scottish Borders Council.

Jane Davidson sought reassurance that supporting the implementation of the action plan and implications were not applicable given funding flows and potential resource implications at this point in time and suggested making a commitment to evaluate the action plan when developed to see how it would impact on the Board.

Edwina Cameron commented that from a staff perspective the week of 26 April was “Walk to Work” week and she invited the Board to join staff and do a daily walk at lunchtimes during the week.

Cath Young advised that she would email the Board with the web address for the report and the links to various events so that Board members could participate if they wished.

The **BOARD** made a commitment to evaluate the national action plan once developed.

6. Poynder View Redesign

Ralph Roberts advised the Board that this initiative had been derived from work by the staff and showed the importance of what could be achieved when staff were involved and engaged in proactively improving and redesigning services. He advised that the project had been evaluated and the report contained the outcome of the public engagement exercise that had been undertaken.

Trudy Gane advised the Board that a six week public engagement exercise had been carried out which had consisted of drop in groups, leaflet drops as well as input from Alzheimer’s Scotland who were impressed with the redesign and keen for the service to be extended into other areas.

Catherine Duthie commented that the service had been continually positively spoken about at various Carers Groups and events and advised that she strongly supported the continuation of the service.

The Chair noted the positive comments that had been received from Alzheimer’s Scotland and Mental Welfare Commission as noted on page 3 of the report.

Julia Edey commented that it was encouraging to see the redesign come to fruition and enquired, if the change were to be made permanent would it require clearance from the Scottish Government and when could it be rolled out to the rest of the Borders and what would be the costs of the new service compared to the old in terms of the rest of Borders. Calum Campbell advised that as the Scottish Health Council had endorsed the redesign it could be made permanent.

Ralph Roberts commented that in respect to rolling out the redesign to the rest of Borders, this was being taken forward through the work of the Integrated Health Strategy and that whilst the redesign would need to fit local circumstances it should still contain the fundamental principles underpinning the Poynder View initiative.

Cllr Sandy Scott commented that he welcomed the redesign and noted the success. He further commented that there appeared to be some transport issues to be resolved. Trudy Gane advised that transport remained a challenge and was being addressed.

Julia Edey suggested using the various Village Halls and Trudy Gane advised that the service was looking to develop a Dementia Café in Abbey Row, Kelso and that Alzheimer's Scotland were looking to help the service with that suggestion.

Ralph Roberts commented that the potential Dementia Café in Abbey Row had been discussed at a recent CH&CP Planning & Delivery Group and that the matter was being picked up with Andrew Lowe at Scottish Borders Council.

The **BOARD** approved the piloted service as a permanent service change for Eastern Borders.

The **BOARD** approved the continued evolution and monitoring of the new community resource centre and outreach service and asked for the service to review how the principles underpinning it could be rolled out in services across the rest of Borders.

7. HEI Update

Sheena Wright gave an update on the findings of the Health Environment Inspectorate Inspection that had taken place on 4 and 5 March 2010. She advised that a draft report had been received and was being considered and that an action plan was being drawn up. Mrs Wright commented that she was working alongside Karen McNicoll, Head of Public Involvement & Communications in respect to any media involvement. She also advised that walkrounds were taking place in preparation for a return visit from the Inspectors.

The **BOARD** noted the update.

8. Patient Safety Update

Sheena Wright advised the Board that she had previously highlighted capacity issues in regard to the Scottish Patient Safety Programme. As from 1 May there would now be senior support available for the Scottish Patient Safety Programme (SPSP) and for patient safety across the whole organisation. She commented that this input should lead to significant progress being made on the whole patient safety agenda.

Mrs Wright further advised that following an Institute of Healthcare Improvement Faculty Management visit there had been much enthusiasm within the SPSP teams however this had not been reflected in to the Institute of Healthcare Improvement (IHI). She advised of the need to test the SPSP walkrounds and the need to flag up the model for improvement. Mrs Wright commented

that she would be speaking with NHS Quality Improvement Scotland in regard to the model for improvement. Mrs Wright advised that both Executive and Clinical sponsors were being sought for each workstream in line with the request from the IHI Faculty.

Vince Summers enquired about the framework for continuance and Sheena Wright advised that it was a tool for continual improvement.

The **BOARD** noted the update.

9. **Financial Report to 28 February 2010**

Jane Davidson drew attention to page 5 of the report and gave the summary position noting that the financial position suggested that the tighter controls that had been put in place were having an impact. She further commented that it also reflected on the release of contingencies held clinically of £250k as well as some pharmacy reserves being released. Mrs Davidson further advised that the figures included the norovirus and adverse weather costs and perhaps did not appear to be as good an improvement as had been anticipated but that they remained good figures.

Mrs Davidson advised that in terms of the year end and all things being equal she was confident that the organisation would meet its' statutory requirement to achieve financial balance and the target of a £1m underspend. Mrs Davidson reminded the Board that 2010/11 would be harsh in terms of financial fluidity and that achieving financial balance would be dependent upon a number of variables not least the recurring efficiency savings levels.

Cllr Sandy Scott questioned the figures highlighted as reserves and unallocated allocations as he suggested they added up to some £3.4m as opposed to the £2.9m quoted.

Calum Campbell congratulated the long standing Executives on having achieved a good financial position within a very difficult year.

The **BOARD** noted the report.

10. **HEAT Performance Scorecard**

June Smyth updated the Board with regard to the organisations performance and advised that she had revisited the management reporting arrangements and now introduced a more focused performance report called the HEAT Performance Scorecard. She advised that any issues that were not reported on regularly through the HEAT Performance Scorecard Report would be reported on bi annually through the Managing Our Performance Report.

Mrs Smyth highlighted several issues within the report such as the success of smoking cessation, HEAT targets for cancer, HEAT standard around A&E.

Julia Edey enquired why the Mental Health out patient target was not included within the report. Ralph Roberts advised that as the service moved forward it was expected that waiting times targets would be set for the Mental Health Service as a whole, however it was recognised that this target was not a national HEAT target.

Calum Campbell commented that waiting times were being developed for the Child Adult Mental Health Service (CAHMS) in 2010/11 and that these should be highlighted as good practice. He further suggested that waiting times for the mental health service locally should be discussed at a future Strategy & Performance Committee.

David Davidson suggested that as the document was a public document it might be helpful to note within the introductory paragraph that mental health service targets had not yet been agreed.

Sheena Wright advised that with regard to the Reduction in Staph Aureus target she would not expect the target to be met by the year end. She advised that not reaching the target was due to it being an issue of small numbers whereby one case has a significant impact on the total percentage. She further advised that discussions were being held nationally with regard to small numbers of cases disproportionately affecting final percentage rates.

The **BOARD** noted the March 2010 Board HEAT Performance Scorecard.

11. **NHS Borders Local Delivery Plan 2010/11**

June Smyth introduced the NHS Borders Local Delivery Plan (LDP) 2010/11 and advised that a draft version had been submitted to the Scottish Government in February for comment. She advised that feedback had been received from the Scottish Government around points of clarification on narratives. She advised that a revised version had then been submitted to the Scottish Government in March in line with their timetable subject to Board approval.

Julia Edey commented on that on page 29 the Do Not Attend (DNA) out patient rates had last been recorded in December 2009 at 5.9% and she enquired how they could be reduced by March 2011 to 5.8%. Mrs Edey advised that that kind of reduction felt unambitious and that she viewed DNAs as a waste of resource. Calum Campbell commented that he was keen that the Board be vigorous with DNAs across all NHS services. Dr Ross Cameron spoke of the innovative ways of reducing DNA rates in dentistry whilst being sensitive to disadvantaged groups.

Dr Cameron commented that DNAs meant that staff were often left with gaps in their working day which amounted to a waste of them as a valuable resource.

Adrian Lucas suggested that there were good IT systems that could be utilised.

Cllr Sandy Scott enquired on page 32 what the trajectory figure actually meant in real terms. Jane Davidson advised that it was the efficiency delivery plan figure.

Julia Edey commented that on page 67 she did not follow the trajectory with regard to design and measures. She anticipated that it would be a higher trajectory. Ralph Roberts advised that it was a measure defined using measurements in the community care outcomes framework and was therefore a social work trajectory. He further advised that the measurement was about individuals who were defined as complex and the proportion of those cared for at home rather than in institutional care (ie care home or long stay hospital). He advised that the Scottish Government had requested that the trajectory be set out as contained in the report.

Edwina Cameron enquired if the trajectories could be placed before the narratives in future.

Calum Campbell commented that it was well documented for the Board what needed to be in the LDP and how it was to be set out. He noted that it did not make it a user friendly document for the public but reiterated that it was set out in the format required by the Scottish Government.

June Smyth advised that the LDP would be placed on the public website and that the main vision and values of NHS Borders would be agreed as part of the Corporate Objectives for 2010/11.

Jane Davidson enquired if the Scottish Government would publish the LDP and June Smyth advised that the trajectories would be published on the Scottish Government website but that she was unaware of any of the LDPs having been published by the Scottish Government.

The **BOARD** approved the NHS Borders Local Delivery Plan 2010/11.

12. **Chair & Non Executive Directors Report**

The Chair advised that at the time of writing the report the NHS Scotland Board Chairs meeting with the Minister had not taken place.

It was also noted that where the report stated Jennifer Croall as the author of a section it should have stated Catherine Duthie.

The **BOARD** noted the report.

13. **Chief Executives Report**

Calum Campbell advised the Board that Robbie Pearson had now left the organisation to take up his secondment and that he would be writing to the Cabinet Secretary to confirm that Mr Pearson was no longer a member of Borders NHS Board.

Mr Campbell further advised the Board that work was underway with regard to reviewing the Board Standing Orders and Standing Financial Instructions and he asked the Board for their comments in respect of those documents and the Corporate Objectives.

The **BOARD** noted the Borders Health Board Standing Orders were being reviewed.

The **BOARD** noted that the Draft Corporate Objectives had been discussed at the Strategy & Performance Committee.

The **BOARD** noted that the Board Executive Team was considering adjustment to Directors portfolios.

14. **Strategy & Performance Committee Minutes**

The **BOARD** noted the Strategy & Performance Committee minutes of 3 December 2009.

15. **Strategy & Performance Committee Minutes**

The **BOARD** noted the Strategy & Performance Committee minutes of 4 February 2010.

16. **Staff Governance Committee Minutes**

The **BOARD** noted the Staff Governance Committee minutes of 20 January 2010.

17. **Public Governance Committee Minutes**

The **BOARD** noted the Public Governance Committee minutes of 24 September 2009.

18. **CH&CP Minutes**

The **BOARD** noted the CH&CP minutes of 1 December 2009.

Ralph Roberts advised the Board of the CHP review being undertaken by Audit Scotland.

19. **ACF Minutes**

The **BOARD** noted the Area Clinical Forum minutes of 1 February 2010.

20. **Any Other Business**

Board Development & Strategy Session: Calum Campbell advised the Board that he was keen to have a discussion on the Mid Staffordshire Report and have a closer look at the financial position of the Board at the next Board Development and Strategy session due to be held on 6 May.

St Frances Hospital, Zambia: Vince Summers advised that he had just returned from a recent visit to St Frances Hospital in Zambia and highlighted the work being undertaken with regard to drug supplies, installing computerised systems to manage drugs, etc.

21. **Date and Time of Next Meeting**

The Chair confirmed that the next meeting of the Borders NHS Board would be held on Monday 21 June 2010 at 3.30pm in the Board Room, Newstead.

The meeting concluded at 4.50pm