



## Draft - Minutes of East Ayrshire CHP Forum

Wednesday 27 October 2010 at 2.00pm in Room 1, Council HQ, Kilmarnock

### 1. WELCOME AND INTRODUCTIONS

- 1.1 **Present** Mrs Rita Miller, Chair  
Ms Louise Benson, Allied Health Professionals  
Dr Iain Brown, PPF  
Mrs Brenda Emmerson, Chair Carers Sub Group  
Mrs Nicola Pirie, Area Pharmaceutical Professionals Committee  
Mr Archie Pryce, EA North Communities Federation  
Mr Ian Smith, Coalfield Communities Federation  
Mr Ian Willians, Area Dental Professional Committee
- In Attendance** Mr Mike Boyle, Clinical Nurse Manager  
Mr Eddie Fraser, Chair Locality Group Adult  
Mrs Kay Gilmour, Chair Locality Group Children  
Ms Katie Kelly, CHP Facilitator  
Mr Kenny Milne, PPF  
Mrs Julie Scobie, Continence Nurse Advisor  
Ms Pauline Sharp (Minutes)
- 1.2 **Apologies** Mrs Mary Ballantyne, Carers Sub Group Rep  
Mr Stewart Donnelly, Area Partnership Forum  
Mrs Jean Hendry, Healthcare Manager  
Mrs Liz Moore, Healthcare Director  
Dr William McAlpine, Area Medical Professional Committee  
Dr David Richardson, EA Locality Group GP Lead  
Mr Ronald Stevenson, Area Optical Professional Committee  
Mrs Susan Wilson, Area Nursing & Midwifery Professional Cttee  
Mrs Mandy Yule, Healthcare Director – Integrated Care & Partner Services

### 2. MINUTES OF THE PREVIOUS MEETING

- 2.1 The minutes of the 10 September 2010 meeting were considered an accurate account of events and approved by the Forum depending on the following changes being made:

**Item 9.2** – Third line to read “Scottish Government Strategy” rather than

Community Strategy.

**Item 12.2** – Second sentence to read “Core Group members are also currently pulling together a PPF Newsletter.”

## 2.2 **Matters Arising**

2.2.1 **Item 2.2.2** – No decision had yet been reached regarding funding for hospital radio at EACH. The NHS Board would make a decision once confirmation regarding new criteria for use of endowment fund money had been clarified.

2.2.2 **Item 5.3 Issues Re East Ayrshire Community Hospital (EACH)** – Mr Smith, on behalf of the Coalfield Communities Federation, thanked the Forum for the regular updates regarding service changes at EACH. He advised that they had received car park plans and these had been discussed at the previous Board Meeting. Mr Fraser advised, in partnership NHS Ayrshire & Arran and East Ayrshire Council, were attaching a support team including 4 personal carers and an assessor to EACH to help prevent hospital admissions. Both Mr Smith and Dr Brown requested a brief report from Mr Fraser to include in their Newsletters. A copy of the NHS Ayrshire & Arran Stop Press entitled “Update on building work at EACH” had been tabled at the meeting. **EF**

2.2.3 **Item 11.1** – The Coalfield Community Federation would be visiting the Risk Management Centre on 18 November and their next meeting would be hosted at Council HQ, Kilmarnock. Mr Fraser from EAC and Ann Gow from NHS to provide a presentation on Telecare/ Telehealth for their information.

2.2.4 **Item 14.1** – The development of a mechanism/checklist regarding the impact of budget reductions and use of joint funding is being carried out jointly between Council and NHS and should be available by the end of 2010.

2.2.5 **Item 16.1** – The Review of Community Nursing had been discussed by the OLGs. Ms Kelly to bring details on outcomes back to a future Forum meeting. **KK**

2.2.6 **Item 16.2** – Mr Pryce advised the Defibrillator Association had met with Quality Improvement Scotland (QIS) where they had been provided with a Cardiac Care Standards document produced in April 2010. This had been very beneficial and answered all their questions. Following the last meeting Ms Kelly had passed the concerns raised to Mr Jim Crichton, Director of Mental Health Services to ensure Psychological Services were aware of what was happening.

### **3. AYRSHIRE AND ARRAN CONTINENCE SERVICE**

- 3.1 Mr Boyle and Mrs Scobie attended the Forum to provide background to the changes in the Continence Service, lessons learned and outline the way ahead. The report circulated focused on operational issues and patient feedback. Prior to the contract for supply and delivery of continence products being awarded to Abena UK Ltd in April 2010 it had been reported that continence care was inconsistent. Assessment was often focused on pad delivery rather than clinical assessment of individual need.
- 3.2 Following the transfer of the contract a number of complaints had been received. Mrs Scobie advised the transition to the new product and the associated training and delivery arrangements had provided challenging in a number of areas, requiring significant additional input from the Continence Nurse Advisors. Their enthusiasm and determination to deliver a continence service based on regular assessment of need and support to clients, had satisfactorily resolved most operational issues. There had still been some concerns and these were being addressed on a case by case basis and in presentations to CHP Forums. Ongoing training and active engagement of District Nursing, Health Visiting and hospital nursing staff is essential to ensure the aims of the new service are met. A formal review will take place after six months.
- 3.3 The Forum thanked both Mrs Scobie and Mr Boyle for providing them with an informative presentation but considered that it would have been beneficial to include service users at an early stage. Mrs Scobie as Continence Nurse Advisor advised she would be willing to attend other groups to ensure awareness was high.

### **4. TOWARDS A MENTALLY FLOURISHING AYRSHIRE AND ARRAN**

- 4.1 The 'Towards a Mentally Flourishing Ayrshire & Arran' (TAMFA&A) strategy following the approval of the NHS Board in October 2009 had been presented to the Committee/Forum in the spring of 2010. The CHP Committee approved the local action plan at its meeting on 4 October 2010 and agreed its implementation through the Officer Locality Groups and the Mental Health and Learning Disabilities Partnership. At the stakeholder event held on 25 March 2010 three local vulnerable groups were identified as priorities for the first two years of the action plan:

- Looked after and accommodated children and young people
- People with learning disabilities and their families/carers
- Prisoners and families

- 4.2 The Community Planning Partnership had agreed that the next residents

survey would include the Warwick Edinburgh Mental Wellbeing Score (WEMWEBS) which would give a baseline from which to judge improvement. The discussion was opened out to the Forum which included the following points:

- Cares Sub Group to be involved.
- Page 14 under North Ayrshire Targeted Support for Vulnerable Groups – how are EA CHP picking up on mental wellbeing of carers
- Lack of Carers Sub Group in NA.
- South Ayrshire looking to copy EA model of Carers Sub Group and membership of Forum.
- **Mrs Gilmour to link in with Susan Taylor regarding involvement of the Carers Sub Group in a forthcoming meeting in relation Children & Young People on available support for young carers.**

**KG**

## **5. CRITERIA FOR CARE AT HOME SUPPORT IN EAST AYRSHIRE**

5.1 Mr Fraser provided the Forum with information relating to the criteria for accessing Care at Home Services. He advised East Ayrshire currently provides Care at Home Support to 1553 people aged over 65. In addition 422 people aged between 16 and 64 with learning disabilities, physical disabilities or affected by mental ill health access Care at Home. In total over 24,000 hours of Care at Home support is delivered each week in East Ayrshire.

5.2 The criteria for accessing Home Care support are “Critical”, “Substantial”, “Moderate” and “Low”. This assessment depends how quickly the client is responded to which is all part of prioritising resources. Ms Kelly was requested to put the criteria on the portal. The Forum noted the paper.

**KK**

## **6. OLDER PEOPLE’S STRATEGY**

6.1 Mr Fraser provided an update on progress in relation to developing East Ayrshire Older People’s Strategy. The current strategy approaches completion in March 2011. As part of engagement in respect of “Reshaping Care for Older People in East Ayrshire” an event was held on 9 September where stakeholders expressed their priorities in terms of care. It is proposed that the draft strategy will be available before the Older Peoples’ Conference being held on 26 November 2010.

6.2 The paper outlined the service provision, financial implications and provided transparency in respect of Older People’s Services. The discussion was opened out to the Forum. Some of the issues raised were:

- Item 3.5 Restructuring of internal homecare service – It was

queried if this referred to older people only. Mr Fraser advised the purpose of IRF is to look at how to support all in the community to be as independent as possible.

- Telehealth care – more efficient use of resources – need to inform communities about the benefits.

6.3 The Forum noted the content of the report and endorsed the proposed direction of the Older People’s Strategy through the CHP.

## **7. CORPORATE PARENTING PROGRESS REPORT**

7.1 Mrs Gilmour advised this paper had already been to the OLG. She also provided information on progress made in implementing multi-agency actions relating to corporate parenting, all of which aim to improve the life opportunities for looked after children and young people. The formal definition of corporate parenting is :

“The formal and local partnerships needed between all local authority departments and services, and associated agencies, who are responsible for working together to meet the needs of looked after children and young people and care leavers”.

7.2 Mrs Gilmour discussed the various ways they have employed to raise awareness including the use of drama. The paper provides a progress report in relation to the Work Plan that is being developed. A national training programme for elected members has been launched.

7.3 The Forum discussed the following related issues:

- The above average number of looked after children in EA.
- The importance of ensuring as many looked after children as possible were cared for within EA.
- Fostering within EA – how this can be supported and encouraged. Mr Milne requested a copy of the criteria for fostering.

**KK**

## **8. EQUALLY WELL PROGRESS REPORT**

8.1 The paper provided the Forum with a summary of the review of the Scottish Government Social Policy Framework, Equally Well (2010) and highlighted changes to the policy direction. It described what was being undertaken to tackle and reduce health inequalities and the existing recommendations/key statements to assist with the ongoing implementation of Equally Well. A number of areas had been identified to build on the Equally Well recommendations including Early Years, Health of Looked After Children, Curriculum for Excellence, Impact of the Recession on poverty and unemployment, Offenders Health and Climate Change. Discussions have taken place about the development of a

crosscutting Equally Well Sub Group which would hold the remit of broadening the health inequalities agenda to other areas of Community Planning. The Committee welcomed the move towards a more outcome/evidence based way of working.

## **9. COMMUNITY HEALTH IMPROVEMENT PARTNERSHIP (CHIP) SERVICE SUSTAINABILITY**

9.1 Discussion recorded at Item 12.1 of current minutes.

## **10. ORAL HEALTH/WARFARIN ENQUIRY FROM PPF**

10.1 Mr Paul Ardin, Director of Primary Care Development had supplied the following answer following concerns raised at an earlier meeting about patients on warfarin having to wait a considerable time for dental treatment. He confirmed that there are local guidelines for the dental treatment of wafarinised patients. **In general the patient would be treated in General Dental Practice and if something which causes haemorrhaging is planned the patient's international normalised ratio (INR) should be checked within a couple of days before the procedure. A patient should only be referred if the INR is too high. Although specific procedures are in place there may be some occasions when they are not adhered to for a number of reasons. It is helpful, therefore, when local guidelines are not applied that this is brought to the attention of the Primary Care Development Team in order that any support can be offered or remedial action taken.**

10.2 Mr Willians provided background on the reasons for the processes for treating patients on warfarin. He advised historically their extractions have been carried out in the hospital and, therefore, the uncertainty by some to the change to this being carried out in General Practice. Ms Kelly to put link to Guideline **for information on** the portal.

KK

## **11. CARERS SUB GROUP UPDATE**

11.1 Mrs Emmerson highlighted a number of points of interest including:

- Each member of the Carers Sub Group now have a copy of the Scottish Government Carers Strategy. The Group would be spending a meeting to discuss and decide what was the best way to implement this locally.
- The Carers web page was in the process of being changed, ensuring it meets current legislation and is in plain English.
- Various speakers have been arranged to attend the Group including Mr Eddie Fraser.
- Carers training – Discussion is ongoing to involve carers in giving training. Mr Fraser expressed his support for carers involvement

but considered it would be important to establish a protocol.

- Mr Milne highlighted the initiatives be undertaken to support carers back into work. Mr Milne to send link to Ms Kelly to put on the Carers portal.

**KM**

## **12. COMMUNITIES FEDERATIONS UPDATES**

12.1 **Coalfield Communities Federation** - Mr Smith raised concerns about impact on the community if funding for the CHIP van was reduced. Currently this is jointly funded by EA Council and NHS Ayrshire & Arran. NHS Ayrshire & Arran had advised they were possibly unable to fund from April 2011. Mr Fraser was leading on this and a paper outlining the options about future services would be going to the OLGs to begin with, then the CHP Committee. The Committee asked that this issue be taken to the GP Locality Group to seek General Practitioners opinions on the future impact on the local community's health.

12.2 **EA North Communities Federation** – Mr Pryce advised he had sought information on NHS Ayrshire & Arran's policy regarding staff wearing uniforms outwith hospital premises and would be taking this back to the EA North Communities Federation.

## **13. PPF UPDATE**

13.1 Mr Kenny Milne provided a brief update on PPF business, advising the PPF Surgeries were restarting on 28 October 2010 at Stewarton. He also highlighted the PPF Annual Event would probably not be going ahead due to a lack of funding. **Ms Kelly agreed to investigate alternative resources for this event**

**KK**

## **14. EA CHP COMMITTEE – DRAFT 4 OCTOBER MINUTES**

14.1 Points of interest for the Committee were the possible changes to the homeopathic service at EACH and the planning application for a 200 housing development at Stewarton with the impact on provision of Primary Care Services locally.

## **15. OFFICER LOCALITY GROUP FOR CHILDREN AND YOUNG PEOPLE – DRAFT 28 SEPTEMBER MINUTES**

15.1 Noted.

## **16. OFFICER LOCALITY GROUP FOR ADULTS AND OLDER PEOPLE – DRAFT 29 SEPTEMBER MINUTES**

16.1 Noted.

**17. ANY OTHER BUSINESS**

17.1 **EA GP Locality Meeting – 14 August minutes** – Noted.

17.2 Ms Kelly advised a Meeting Schedule for 2011 for the EA CHP structure would be circulated shortly.

**18. DATE AND TIME OF NEXT MEETING**

**2.00 pm Wednesday 15 December 2010, Meeting Room 1, Council HQ, Kilmarnock**

Signed (Chair) ..... Date.....