



## Minutes of East Ayrshire CHP Forum

Monday 20 April 2009 at 2.00pm in Burns Monument Centre, Kay Park, Kilmarnock

### 1. WELCOME AND INTRODUCTIONS

- 1.1 **Present**
- Mrs Rita Miller, Chair
  - Ms Louise Benson, Allied Health Professionals
  - Mr Jim Crichton, Director of Mental Health Services
  - Mrs Brenda Emmerson, PPF
  - Mrs Nicola Pirie, Area Pharmaceutical Professionals Committee
  - Mr Archie Pryce, EA North Communities Federation (for Mr Docherty)
  - Dr Josephine Pravinkumar, Public Health
  - Ms Fiona Skilling, CVO
  - Mr Ian Smith, Coalfield Communities Federation
  - Mrs Susan Wilson, Area Nursing & Midwifery Professionals Cttee
  - Mrs Mandy Yule, Healthcare Director – Integrated Care & Partner Services
- In Attendance**
- Ms Katie Kelly, CHP Facilitator
  - Mrs Kay Gilmour, Chair Locality Group Children
  - Mr Eddie Fraser, Chair Locality Group Adult
  - Mrs Joanne Atkinson, IRF Programme Manager
  - Ms Pauline Sharp (Minutes)
- 1.2 **Apologies**
- Mr Paul Docherty, EA North Communities Federation
  - Dr William McAlpine, Area Medical Professionals Committee
  - Mrs Liz Moore, Healthcare Director
  - Dr David Richardson, Chair Officers Locality Group
  - Mr Ronnie Stevenson, Area Optical Professionals Committee
  - Mr Ian Willians, Area Dental Professionals Committee
- 1.3 **Welcome**
- Mrs Miller welcomed all to the second meeting of the East Ayrshire CHP Forum. She apologised for being unable to attend and chair the inaugural meeting held on 22 January due to ill health. Previously she had held the position of Councillor, being involved particularly in Social Work, Housing and Health and had always had an interest in the social side of health care. The membership had changed slightly from the January meeting, therefore, all in attendance introduced themselves and advised their role in the Forum.

## **2. MINUTES OF THE PREVIOUS MEETING**

2.1 The minutes of the 22 January 2009 meeting were considered an accurate account of events and approved dependent on the following changes:

- i) Present: Mrs Brenda Emmerson.
- ii) Introductions: Jane Smith, Princess Royal Trust for Carers and a member of the PPF.

## **2.2 Matters Arising**

2.2.1 **TOR** – Ms Kelly had made the changes to the TOR to reflect the local composition of the Forum sought when it had been discussed at the 22 January 2009 meeting. Copies were available for all members.

2.2.2 **CHP Development Session 25 March** – The event had been a success with many of the outcomes incorporated into the Work Plan to be discussed at Item 6.

## **3. INTEGRATED RESOURCE FRAMEWORK**

3.1 Mrs Atkinson provided a powerpoint presentation (see appendix 1 attached) on the Integrated Resource Framework (IRF), the national and local context, the aims and objectives of the programme and the implications for the East CHP structure.

3.2 The main points Mrs Atkinson highlighted were:

- o Scotland – Health Inequalities more than anywhere else in Europe + aging population. Need for change in service provision.
- o IRF Context in Ayrshire & Arran - Development Programme + identify activity needs.
- o Aims of the IRF in Ayrshire & Arran – Need to be patient focused and evidence based.
- o Objectives – Move from historical budgets to locality/pathway + more appropriate way to prioritise resources.
- o IRF Work Streams – Early days but mapped to Strategic Alliance and Scottish Government priorities.
- o IRF Programme Structure – Steering and Working Groups with plan to work within the CHPs to progress Work Plans.
- o CHP Structure & IRF – Forum to oversee the development work around IRF.
- o IRF Programme – Working within CHPs to take outputs and turn into change.
- o CHP Vision & Integrated Resource Framework – IRF tool which CHPs can utilise to deliver.

- 3.3 Mrs Atkinson encouraged the Forum to let her know what they would consider is the best way forward for East Ayrshire in light of the different needs of each locality. Dr McAlpine is sitting on the IRF Steering Group and will bring back updates on progress for the Forum.
- 3.4 Mrs Miller thanked Mrs Atkinson for her presentation. The Forum agreed it was an important part of their role to have input into the IRF and thereby influence change.

#### **4. INTEGRATED EARLY YEARS FRAMEWORK**

4.1 As part of the Work Plan the Forum had requested Mrs Gilmour provide them with a powerpoint presentation (see appendix 2 attached) on the implementation of the Early Years Framework. She provided background advising this was a 10 year strategy devised following an agreement from COSLA and the Scottish Government on intervening early and at the right time in a child's life (pre birth to 8 years).

4.2 The areas highlighted by Mrs Gilmour included:

- 10 Elements of Transformational Change – Short, medium and long term approaches. SOA bringing issues together. Quality at the heart of service delivery, cross sectors and services.
- How will it be taken forward – Clear expectation through SOAs and Community Planning process. Focus on outcomes rather than inputs.
- Key Elements – Holistic approach to working with whole families.
- Challenges – No additional resources, therefore, need to reconfigure, reprioritise and have close partnership working. How take forward and implement over a number of services.
- What is already contained in the SOA – Parenting Approach Action Plan going to next Officer Locality Group for signing off.

4.3 Among the points discussed by the Forum were:

- Future Community Planning Forum event - Developing a community spirit, the importance of involving young people.
- Importance of measuring outcomes - Challenges with some health outcomes eg physical activity. Multi-disciplinary Group of people looking at this.

4.4 Mrs Miller thanked Mrs Gilmour for her presentation. The Forum expressed a keen desire to support innovative initiatives.

#### **5. MEETING CYCLE FOR CHPs**

5.1 Following the last meeting a revised schedule for the Forum had been

drawn up to try and accommodate all members. A paper had been circulated detailing the meeting cycle for the Officer Locality Groups, Forum, Chair's meeting (including co-chairs) and their link in to the CHP Committee. The difficulty of arranging dates to suit all members' schedules was acknowledged, therefore, to ensure as many members of the Forum could attend as possible the Forum were advised there might be slight changes to the Forum dates. Ms Kelly to negotiate and advise.

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## **6. DRAFT WORK PLAN**

6.1 At the CHP Development Day on 25 March members had advised on issues they wished the Forum to have information on in order to influence. Timescales for "The Child Health Strategy Consultation" and "Long Term Conditions" to be agreed. Other areas discussed by members included:

- Primary Care Strategy – Forum will front this strategy in East Ayrshire.
- Obesity – Possible area for the Forum to focus on.

6.2 The Work Plan included work streams to take the Forum up till September/October but was flexible enough to include additional areas members considered relevant to address. Ms Kelly to update the Forum at the next meeting.

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## **7. LOCAL MENTAL HEALTH PARTNERSHIP**

7.1 Mr Crichton provided an overview of the new arrangements and advised currently, although there was close working through the Mental Health Programme Board there was no partnership structure working to manage the risks. With the changes to the CHP structure and the increasing priority being placed by Scottish Government on Mental Health and Addiction issues it was considered timeous to embed a partnership approach within the CHP arrangements.

7.2 The proposal is to have a sub structure of key care groups reporting to the Local Officer Groups and chaired by a member of the Officer Locality Groups. The current proposed structure would be CAMHS Operations Manager reporting to the Children's Group and Adult Mental Health & Learning Difficulties, Older People and Drug and Alcohol reporting to the Adult Community Care Group. It was recognised, depending on local priorities, there could be a need for additional sub groups. Discussion was ongoing to finalise these sub groups with Rehab being suggested as one area the Forum considered vital. These groups would be charged with developing their own Work Plans and would play a vital role in ensuring SOAs were being delivered. Ms Kelly advised she was currently drafting a piece of work which tied in with SOAs.

7.3 The Forum supported the direction of travel outlined in the paper, allowing the sub groups to develop and be accountable and would await updates.

## **8. DELIVERY REFORM – LOCAL ALCOHOL AND DRUG PARTNERSHIP**

8.1 Ms Kelly provided background on the proposals to reform the delivery of the Alcohol and Drug Actions Teams and sought the Forum's support. Following changes from the Scottish Government it was considered, to ensure effective delivery of alcohol and drug services, partnerships need to better reflect accountability arrangements eg those evidenced via SOAs.

8.2 An Alcohol and Drugs Partnership (ADP) will be established in East, North and South Ayrshire CHP Areas. In East Ayrshire this will be made up of officers from NHS Ayrshire & Arran, East Ayrshire Council, Community Planning Partners and Voluntary Sector representatives. These will be cross cutting groups reporting to the CHP Committee through either of the Officer Locality Groups.

8.3 Ms Kelly to bring details on the governance and reporting structures of the ADPs to the next Forum meeting on 5 June. The Forum supported the proposals and welcomed such close involvement of staff with specialist information and knowledge.

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## **9. EAST AYRSHIRE CHP OFFICER LOCALITY GROUP MINTUES**

9.1 **Children & Young People – 20 March 2009** – Mrs Gilmour expanded on the following points from the minutes for members information:

- i) COGS – This is a tool developed by East Ayrshire Council to collate information provided by children and young people to inform service improvement, planning or development.
- ii) Mental Health Partnership – Mrs Gilmour is still seeking Mrs Taylor's views on the paper regarding targeted services.
- iii) School Nursing – Mrs Miller agreed to update the Forum on the latest situation at the next meeting. Concern was expressed about changes in funding and the impact on service provision. It was considered these issues could possibly be taken forward through the IRF.

**RM**

## **10. ANY OTHER BUSINESS**

10.1 Dr Pravinkumar was thanked by the Forum for her support and wished well in her new post. She advised that a replacement Public Health representative would be nominated once her position was filled.

10.2 Preferably a clinical substitute was sought for Dr McAlpine when he was

unable to attend the IRF Steering Group. Mrs Benson and Mrs S Wilson agreed to share this responsibility.

10.3 It was agreed by the Forum to have as standing items on the agenda updates for the Public Partnership Forums (PPFs) and Communities Federations allowing these members to provide brief verbal reports on general activities or detailed reports on relevant issues.

10.4 Mr Craig Lean, Workforce Modernisation Manager (NHS Ayrshire & Arran) had been requested to provide up-to-date information on CHP staff concerns. This had been requested in light of the unease about future developments expressed in the 2008 survey, although account to be taken of the considerable changes to the CHP structure since this survey and the completion of the refocusing exercise within NHS Ayrshire & Arran.

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

**2.00 pm Friday 5 June 2009, Committee Room, House 1, Strathlea Resource Centre, Kilmarnock**

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