

SCOTTISH HEALTH COUNCIL

Minutes of the meeting of the Scottish Health Council Held on Thursday 13 October, 2005

Present: Brian Beacom, Chairman
Kate Alexander
Anne Brown
Irene Garden
Jacquie Malcolm
Agnes Robson

In Attendance: Richard Norris, Director
Catherine Tait, PA to Director and Chairman

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Sue Kinsey.

2 URGENT BUSINESS

There was no urgent business at this meeting.

3 CHAIRMAN'S REPORT

The Chairman provided a brief verbal report on a conference he attended in Aberdeen on Clinical Skills and Simulated Training. This was an impressive conference which enabled a hands on experience in simulation such as endoscopy camera procedure. The Chairman advised if anyone wishes a copy of this report to please contact Catherine Tait at the Scottish Health Council.

The Chairman updated the Council regarding the Review of NHS 24, of which he was a member of the Review Team. It was interesting that the public perception was that NHS 24 actually provided doctors and nurses and did not realise that it was actually Health Boards who were responsible for the provision of services for patients. The recommendation to manage call back to single figures was welcomed but the timescale should perhaps have been shorter.

The Chairman and Director have now visited 9 Health Boards to date and the feedback has been highly positive. These meetings have been varied consisting of Chief Executives, Chairman and Designated Directors. Agnes Robson asked what level Designated Directors are appointed. The Director advised this is normally Director of Nursing but this can vary.

4 MINUTES

The minutes of the meeting held on 11 August, 2005 were approved by Council as a true record.

Members asked if a draft minute can be distributed before papers are sent out and if papers can be sent earlier to allow time for reading. The Chairman and Director apologised as due to holiday leave distribution of papers for this meeting were late.

5 MATTERS ARISING FROM PREVIOUS MEETING

Anne Brown raised the issue that out of date literature is still displayed in NHS facilities such as the Queen Margaret Dunfermline Hospital, Outpatient Clinic and local libraries. The Director asked if any members know of any other locations to please advise and local staff could contact staff and request removal. Agnes Robson suggested that Scottish Health Council literature be placed within these facilities.

The Chairman has asked that paper numbers should not follow on from previous meetings and should be numbered 1, 2, and 3 accordingly for each agenda.

6 PROPOSAL TO MAKE SCOTTISH HEALTH COUNCIL DVD

The Chairman welcomed Rosemary Hill, Development Manager who joined the meeting to discuss the above item.

Rosemary provided a brief verbal report. The idea of this proposal is to provide some positive information on the Scottish Health Council, its role in promoting Patient Focus and Public Involvement. It is envisaged the DVD will provide a tool that Scottish Health Council staff can use. It will also assist current and new staff, and members agreed this would be a useful tool for staff as well as other organisations.

Rosemary advised that a working group is being set up consisting of designated directors, staff, voluntary organisations and lay members. Rosemary asked for a volunteer from the Council and it was agreed Irene Garden would participate in this group.

Members were very impressed with this proposal and agreed this is a very positive idea. Rosemary was asked about the inclusion of black and ethnic minority groups and she advised that the Project Manager for Race Equality would be attending the meeting. The Chairman suggested that there should be a version with subtitling or signing for Deaf and Hard of Hearing people.

Members agreed to this proposal but emphasised the need this has to be creative and professional and the message being sent out to be accurate.

7 REVIEW OF PERFORMANCE ASSESSMENT FRAMEWORK SECTION 5

The Chairman welcomed Fiona Wardell, Assessment & Feedback Manager who joined the meeting to discuss the above item.

Fiona provided a brief verbal report. There were two Performance Assessment Framework “tweaking” events held in Aberdeen and Glasgow. These events were very informative and consisted of asking people of their previous experience with the PAF 5 framework (eg What worked? What didn't work?) and how the framework could be improved.

Problems highlighted consist of:

- Language was complex
- Duplicate indicators
- Indicators with more than one subject

Main amendments consist of:

- Restructuring and colour coding of framework
- Different heading
- Plain English
- No acronyms or jargon

Fiona highlighted that this document requires Boards to provide information on the same issues and themes as previous years, but the layout is simplified and easier to understand. Feedback received from Boards so far has been very good.

The Director spoke of the timescale of Boards draft assessment and suggested these be returned by the end of January with the aim of the final assessment timescale by end of April/early May.

The Chairman thanked Fiona and the team involved in this first major piece of work and Members agreed good progress has been made with this piece of work.

8 DIRECTOR'S REPORT

1 Staff Update

There are now three posts left to fill from the original complement of staff. The National Office staff currently consists of a small group of 5 but there will be future posts advertised for an events/publication officer and support posts for Rosemary Hill and Fiona Wardell.

2 Local Advisory Council Recruitment Update

An updated list was circulated to members containing details of Local Advisory Council members who have accepted membership with the Scottish Health Council and the current total is 61. It was agreed after discussion around the recruitment of Local Advisory Council members that it is appropriate for current

members who have expertise and knowledge of their geographical area to be involved in the recruitment process in the absence of a Convenor

3 Facilities Issues

David Elder, Facilities Manager, is negotiating a model 'service level agreement' with Grampian Health Board that is envisaged will then be used for all Health Boards.

4 Meetings with Health Boards

A meeting with NHS Forth Valley is scheduled for late October. Meetings are in the diary for all remaining geographical Boards apart from NHS Argyll & Clyde. Meetings with Special Health Boards are still to take place.

5 Argyll & Clyde Paediatric Services Redesign

In August, 2005 NHS Argyll & Clyde announced that they would be closing inpatient paediatric services at Inverclyde Royal Hospital but they would not be consulting with the public due to the Scottish Executive consultation on future boundaries, this announcement caused considerable controversy.

The Scottish Health Council has written to Duncan McNeil MSP advising him that we would be conducting our own investigation, and we also advised Health Department officials (and were in the process of preparing a media release), but subsequently the Minister met with the Board and instructed them to withdraw the proposal.

6 Significant Service Change in Lanarkshire

The Scottish Health Council has been given its first official task by the Health Minister who has asked us to assess how well NHS Lanarkshire carried out patient focus and public involvement in its proposed centralisation of Urology and Gynaecology Inpatient Services in Lanarkshire. The timescale given for this report was only 2 weeks. A draft report compiled by Scottish Health Council was circulated to members.

The Director advised that protocols still need to be developed for compiling such reports. In the future we will be asked for views on service change before a final report from the NHS Board goes to the Minister for approval.

Members agreed this is a good piece of work carried out by the Local Office within the short timescale given.

7 Other Meetings

Highlighted in Paper No 10 are various meetings which the Director and Chairman have attended.

8 Argyll & Clyde Local Office

The Director provided a brief update.

9 Location of Sick Children’s Hospital and replacement of Queen Mother’s Hospital in Glasgow

The Director advised Council a recent meeting held in Glasgow produced a short list of site options for the Sick Children’s Hospital and replacement of Queen Mother’s Hospital. The Health Board’s preferred site is the Southern General but the Minister will make the decision.

Action: The Chairman will write to Tom Divers requesting an early meeting to discuss this consultation process.

9 ADVOCACY

The Director provided a brief update.

10 DEVELOPMENT DAY NOVEMBER, 2005

A two day event for Council members and senior managers will take place in November, 2005 at the Royal Hotel, Bridge of Allan. The purpose of this event is for members to meet with senior managers and discuss the development of the Scottish Health Council and how it will work with members, Local Advisory Council members and staff. A draft programme was circulated to members for information and comment.

11 MEMBERS AND STAFF CONFERENCE 17 and 18 January, 2006

A two day event for Council members, Local Advisory Council members, staff and invitees will take place on 17 and 18 January, 2005. It was agreed that an invitation list should be drawn up soon together with suggestions for guest speakers.

12 DATE OF NEXT MEETING

Thursday 08 December, 2005
10.30am – Delta House

Signed:

Brian Beacom
Chairman Scottish Health Council

Date:
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