

## NHS Borders - Area Clinical Forum



### MINUTE of meeting held on

Tuesday 3<sup>rd</sup> December 2019 – 17:00-18:15

BGH Committee Room, Borders General Hospital

- Present:** Alison Wilson (Chair; Area Pharmaceutical Committee) (AW)  
 Dr Kevin Buchan (GP/Area Medical Committee Chair/ACF Vice-Chair) (KB)  
 Dr Cliff Sharp (Medical Director) (CS)  
 Nicky Hall (Area Ophthalmic Committee) (NH)  
 Peter Lerpiniere (Associate Director of Nursing for MH, LD & Older People) (PL)  
 Kate Warner, Minute Secretary (KW)
- Guest:** Kirk Lakie, Senior Finance Manager (KL)
- Apologies:** Pamela Gordon (Allied Health Professionals) (PG);  
 Dr Caroline Cochrane (Psychology) (CC)  
 Ehsan Alanizi (Area Dental Advisory Committee) (EA)  
 Jackie Scott (Medical Scientists)  
 John McLaren (Employee Director) (JMCL)

### 1 PRESENTATION – TURNAROUND & FINANCIAL SAVINGS TARGETS 2020/21

Kirk Lakie, Senior Finance Manager at NHS Borders attended ACF to provide a presentation on the financial position as NHS Borders moves towards the close of financial year 2019/20 and the plans for moving forward into 2020/21. KL outlined a new briefing note which will be shared with the organisation in a condensed format in the near future. He spoke of the support funding of £9 million from Scottish Government this year along with recurring savings made of £7 million and non-recurring of £9 million to allow NHS Borders accounts to breakeven in this financial year. KL commented on the deficit and likely challenges over the next three years – with requirement for savings being repeated annually with a slight decrease in third year. Target settings for 2020/21 have begun with an increase with stretch to allow for any slippage in delivering targets. NHS Borders will rely on brokerage from Scottish Government but we must have a credible and detailed plan to instil confidence with deliverable, accurate savings plans. The plan will be submitted to Scottish Government in mid-December; we are a Board in escalation and are at risk but are working with business units to document the savings identified from different areas and the infrastructure required to deliver those plans. KL will be updating the briefing before it comes to managers for cascade. CS stressed the importance of reviewing the next level of savings achievable and looking for the not so obvious areas that could offer savings. PL thought we have made significant progress as a Board in this year and AW outlined some the areas of success this year. Communication with the public was discussed and ACF felt that this did not carry strong and clear enough messages of the Boards position. Contractors talked of primary care disengagement and small schemes put forward being ignored. Primary Care is there to prevent admissions but that there needs to be a contractual change to make a difference. KL commented that the Primary Care Improvement Plan would need to be in place before engagement can fully happen. NH spoke of patient and practice expectations from an ophthalmology viewpoint and it was agreed that she should speak at the next GP Sub meeting to discuss this further. AW thanked KL for his attendance and presentation and ACF noted this update.

**ACTION:** Presentation – 14<sup>th</sup> January meeting – Primary Care Improvement Plan (Dr K Buchan)

### 2 APOLOGIES and ANNOUNCEMENTS

AW welcomed those present to the meeting and acknowledged the apologies listed above.

### 3 DRAFT MINUTE OF PREVIOUS MEETING 03.10.2019

The Minute of the previous meeting, held on 3<sup>rd</sup> October 2019, was read and approved as an accurate record of the meeting with no changes.

**ACTION:** Remove draft; available to IB in committees drive for NHS Borders Board (KW).

### 4 MATTERS ARISING AND ACTION TRACKER

Action Tracker updates:-

#68 HOLD this action until later in the year (KW)

#69 Invite Dr A Howell to future meeting to present “Realistic Medicine”

#70 On-going - Forward update from professional advisory committee to KW if unable to attend (ALL)

#71 On-going - Create update from Public Governance Committee (in Board papers) (KW)

#72 On-going - Send minutes from Professional Advisory Group after each meeting to KW (ALL)

#73 Complete – day and time of week to remain the same; meetings may change going forward depending on Board changes.

#75 Invite Dr K Buchan to present “Primary Care Improvement Plan” at 14<sup>th</sup> January 2020 meeting (KW).

#76 Complete

### 5 ACF MEETING DATES 2020

ACF meeting dates for 2020 have been published and meeting makers have been sent. AW commented on possible changes to Board meetings as well as Governance and Finance/Resources Committee meetings – this may have an impact on meeting dates for Area Clinical Forum.

### 6 EU WITHDRAWAL UPDATE

No current update available as meetings have stopped until after election.

### 7 CLINICAL GOVERNANCE COMMITTEE: FEEDBACK

AW reported on the meeting held on 4<sup>th</sup> September 2019; an update to infection control programme after recommendations relating to ventilation and maintenance backlog; Arthroplasty project was discussed with a review of process; Adverse events have falls and aggression & violence as top two events; there is to be a deep dive into PMAV and an incident relating to fall in community is currently being investigated. A change to complaints procedures is in place. Mental health reports that Borders has the second highest drug related deaths in Scotland; PL commented that all deaths scrutinised diligently, action points have been identified and implemented following the report. All medical appraisals are up to date. ACF noted this update.

### 8 PUBLIC GOVERNANCE COMMITTEE: FEEDBACK

AW reported on the Public Governance Meeting held on 5<sup>th</sup> November 2019. An update had been received from PL on communication with parents and families: reduction of upheld complaints regarding oral communication; ensuring a sense of belonging; pilot programme in Ward 4 for bedside handover to include patients, relatives and staff to improve overall communication; and work was commencing on cultural behaviours and attitudes with the hospital. Communications gave an update on public involvement and engagement. Closure of Yetholm branch surgery was discussed. 90% positive feedback rating from patient feedback. ACF noted this update.

## 9 NATIONAL ACF CHAIRS MEETING: FEEDBACK

AW reported on ACF Chairs meeting held on 4<sup>th</sup> September where the role of ACFs in Integrated Joint Boards and the eHealth Strategy were both discussed. AW commented that there is a meeting of ACF Chairs tomorrow where Realistic Medicine will be discussed as well as the aims of the Atlas of Healthcare Variation – 24 maps per annum are increasing to 50 maps. Clinician engagement with ACF is something that ACF Chairs are keen to progress. ACF noted this update.

## 10 NHS BOARD PAPERS: DISCUSSION

NHS Board papers had not been forwarded to ACF prior to the meeting. AW commented on key areas for discussion. KB is attending the meeting with the Primary Care Improvement Plan paper. The Non Executive meeting will be attended by Bold Revolutions as a de brief to the Turnaround programme. In the afternoon, the Healthcare Staffing Act, ensuring appropriate levels of all staff levels, will be discussed. There will be an update on mental health transformation. ACF noted this update.

**ACTION:** Kate to forward the Board papers before meeting on 5<sup>th</sup> December (KW)

CS left meeting at this point in the agenda: 17:50

## 11 PROFESSIONAL ADVISORY COMMITTEES

11(a) Allied Health Professionals Advisory Committee (PG) – PG sent her report by email – the leadership post Associate Director for AHPs has been advertised with a closing date of yesterday.

11(b) Area Dental Advisory Committee – no update available.

11(c) Area Medical Committee/GP Sub Group (KB) – KB reported on the Primary Care Improvement Plan and the issue of doctors' pensions and the severe tax implications of additional work which can result in tax bill being higher than salary.

11(d) Area Ophthalmic Committee (NH) – NH reported on meeting held last week. There is to be a trial of Clinical Viewer with Halls Opticians and Specsavers to allow access to discharge information and to aid the communications on patients between hospital and opticians. NH stressed the importance of the right information and the right expectations being provided to patients and the signposting currently happening from GP practices. KB invited NH to come to the next GP Sub meeting and speak about this to the group.

11(e) Area Pharmaceutical Committee (AW) – AW reported on meeting held 22<sup>nd</sup> September. There is no further update on the Pharmacy application for Tweedbank at this time. A new pharmacy application process is being finalised; Medication reviews continue to have positive feedback with Selkirk Medical Practice working with pharmacists particularly on respiratory reviews; APC discussed progress on Attend Anywhere and the Florence system and uses for BECS and home consultations. There is currently no lead to take this forward in BECS; shortages and the time taken chasing medicine supplies is taking time away from clinical care, AW agreed to raise this issue with the Board; Pharmacy Champion visits have taken place and APC have reviewed the report.

11(f) BANMAC (PL) – PL reported on November meeting where items discussed included the Nursing recruitment challenge and staffing issue; developing mental health service in Primary Care and the challenge of inadequate number of trained nurses; Development of public protection unit with NHS Borders, Scottish Borders Council and Police working together to develop a model where child, adult, offender management have effective links across services. PL reminded ACF that 2020 will be the International Year of the Nurse.

- 11(g) Medical Scientists (JS) – no update available  
11h) Psychology (CC) – no update available.  
ACF noted the updates available.

**ACTION:** All Advisory Committee representatives to send an update if unable to attend (KW-ALL).

## 12 NHS BORDERS BOARD: FEEDBACK TO THE BOARD

ACF requested the following feedback be given to the Board meeting on 5<sup>th</sup> December 2019:-

1. Highlight the requirement for safe staffing.
2. Importance of the development of public protection unit.
3. Primary Care Improvement Plan – is being presented at the meeting. KB asked that the Board engage more with General Practice.
4. Communication with the public – ACF would like to see more communications about the financial situation, setting realistic expectations and that more hard hitting messages be employed.
5. Medical professions' pension and income tax issues.
6. From Area Pharmaceutical Committee:-
  - a. Shortages and the time taken chasing medicine supplies is taking time away from clinical care. Profile of this difficulty to be raised with the Board.
  - b. The rigmarole involved in sending prescriptions to manufacturers with the time, redacting, scanning and sending – should be made easier. Back orders are not allowed now and must be done in real time and some manufacturers are not allowing delivery of enough stock for patients.
  - c. Pharmacy Champion visits have taken place and APC have reviewed the report.

**ACTION:** Forward ACF Minute to NHS Borders Board meeting (KW); Forward ACF attendance sheet to NHS Board Secretary (KW).

## 13 ANY OTHER BUSINESS

No other business was raised at the meeting.

## DATE OF NEXT MEETING

The next Area Clinical Forum meeting is scheduled for Tuesday 14<sup>th</sup> January 2020 at 17:00 in the BGH Committee Room.

**ACTION:** Presentations for future meetings – to be arranged:-

- Primary Care Improvement Plan Update (Dr Kevin Buchan)
- Realistic Medicine (Dr Annabel Howell)