NORTH & WEST SUTHERLAND LOCAL HEALTH CARE PARTNERSHIP

Minutes of the meeting held on Thursday 1st March 2007 at 12:00 noon in the Ben Loyal Hotel, Tongue

PRESENT:
Dr Andreas Herfurt Lead Clinician
Dr Alan Belbin GP Durness
Dr Cameron Stark Public Health Consultant
Dr Moray Fraser CHP Medical Director
Mrs Georgia Haire CHP Assistant General Manager – Sutherland
Mr Miles Greenford Public Health Practitioner
Mrs Sylvia Mackay N&WSCA
Miss Christian Goskirk N&WSCCF
Ms Elspeth Anderson Community Rehab Team
Ms Donalda Cook Highland Council Social Work
Mr Don Campbell Highland Council Social Work
Mrs Val Harris Highland Council Social Work
Mrs Frances Arrowsmith Community Nurse/Midwife
Mrs Jean Maclean Community Nurse
Mrs Annemieke Martin Community Nurse
Mrs Lorraine Coe Clinical Nurse Manager

APOLGOGIES:
Dr Marion MacDougall GP Tongue
Dr Chris Duckham GP Tongue/Armadale
Dr John Vine GP Assynt
Dr Anne Berrie GP Scourie/Kinlochbervie
Mrs Sheena Craig CHP General Manager
Mrs Fiona Duff NHS Highland
Mrs Sandra MacFarlane Family Health Nurse
Ms Lynn Twigger Community Nurse
Mrs Liz Baillie Highland Council Social Work
Ms Lesley Mitchell Highland Council Social Work
Mr Larry Wilmot Highland Council Social Work
Mrs Alison Liddell Macmillan Nurse

ATTENDING:
Dr David Bell Public Health Consultant (Argyle & Bute)
Mr Ross Mackenzie NHS Highland Finance

1. MINUTES OF THE PREVIOUS MEETING

Item – Present – Preseent should read Present; Miles Greenford, Public Health Consultant should read Public Health Practitioner.

Subject to the above corrections the minutes were approved.
2. MATTERS ARISING

Genetics Service

Christian Goskirk noted that she had been asked to distribute a copy of Kate Sarson’s presentation along with the Minutes of the February meeting. However, Kate had not forwarded a copy to her so she was unable to do this.

Speech & Language Therapy

Georgia Haire reported that the post will be advertised as soon as the pay banding has been agreed.

Fuel Cards

There was no update to report.

Paediatric Physio

Georgia Haire reported that she has been advised that there had been problems with the service due to staffing shortages however there is now a full compliment of staff and there is no waiting list.

Alan Belbin noted that the problems were not entirely down to waiting lists. There were problems with referral and follow up.

It was agreed to invite the Head of Service to attend an LHP meeting to discuss the issues.

Internal Mail

There have again been problems with staff at Caithness General using the internal mail service for letters to North & West Sutherland. Georgia Haire agreed to remind staff not to use the internal mail for Practices in North & West Sutherland.

Cancer Tracking

Alan Belbin provided a brief summary of the issues involved. He has he said provided Sheena Craig with some information re referral times.

Translation Services

Cameron Stark reported that NHS Highland has produced a card with approx 103 different languages identified. People should identify using the card the language they speak. The card will provide details of how to contact the relevant translators.

Mobile Phone Service

The Scourie and Kinlochbervie practice had trailed the O2 Airwave Direct Service as agreed at the last meeting. Feedback on the service was positive and it was agreed that it should be purchased for the area, although it was noted there are one or two issues relating to licences to be
sorted out. It was further agreed that following the services adoption in the Scourie/Kinlochbervie area it should be trailed in other practices in the LHP.

Highland Council Restructuring

There was no update on the new management structures of Highland Council but it was noted that Sandra Sinclair, acting Manager at Sinclair Court Community Care Unit has been seconded to a post based in Golspie. Liz Baillie, Manager at Caladh Sona will manage Sinclair Court temporarily. Val Harris noted that a Managers Meeting was taking place today (1st March ’07) in Golspie. More information on the changes should be available following that meeting.

Further, on the issue of Sinclair Court, it was noted with some concern that the dedicated (accessible) bus has been taken away. Clients are having to use an alternative which is not fully accessible.

Sutherland Handyperson Service

Christian Goskirk reported that the Sutherland Handyperson Service will be funded for a further three months (April, May & June) by Highland Council’s Housing Service while discussions take place about future funding packages. If further funding is not found the service will be wound up at the end of June 2007.

Scottish Ambulance Service

Andreas Herfurt stated that there are two issues currently which relate to the Scottish Ambulance Service, one is the single manning of ambulances and the other is the changes to the booking system for non—emergency transport. On the issue of single manning he noted that Jamie Stone MSP had raised the concerns of the community in the Scottish Parliament. He has not yet received a reply from the Scottish Ambulance Service. Secondly on the issue of non-emergency services it was noted that GPs will no longer be arranging patient transport. Patients will be required to do it themselves, although it was noted that some practices in the North CHP area, including the Armadale practice can arrange transport on-line however this facility has not been available to all. It was agreed that this should be an Agenda item for the next meeting.

Visit to Bases

Georgia Haire stated that all the bases in North & West Sutherland have been visited and a report on the issues and concerns raised will be drawn up. The majority of problems she said were around store facilities, inappropriate use of buildings and so on. Maintenance was also raised as an issue and a separate report into that will be drawn up.

Nail Cutting

Val Harris said that where clients have received a Single Shared Assessment by the podiatrist Home Carers can do nail cutting. Approx half of the Home Carers in North & West Sutherland have been trained in nail cutting. The other half should receive their training in May.

Midwifery Review

Lorraine Coe stated that there was no update at this stage but that she should be in a position to update people at the next meeting.
3. **GMS**

Fiona Duff was unable to attend the meeting but had sent a written report.

**Enhanced Services**

Meetings between NHS Highland and the GP Practices in North & West Sutherland regarding Enhanced Services will take place in the near future.

**National GMS Contract**

Discussions regarding the national GMS Contract have stalled.

4. **RECRUITMENT & RETENTION**

**Health Visitor/School Nurse KLB**

Interviews for the post of Health Visitor/School Nurse for the Kinlochbervie, Durness area took place towards the end of February. An appointment has been made. It is hoped that the new Health Visitor/School Nurse will take up post on 16th April ’07.

**Assynt Medical Practice**

It was reported that Dr Chris Downs will start working with the Assynt Medical Practice next week (week beginning 5/3/07).

**Practice Nurse**

Lorraine Coe reported that work is ongoing around recruitment for a Practice Nurse for the Scourie/Kinlochbervie and Durness Practices.

**Bank Nurses**

Lorraine Coe stated that attempts are being made to recruit bank Community Nurse/Midwives across Sutherland.

5. **OLDER ADULTS BUSINESS CASE FOR Sutherland (formerly known as Care of the Elderly)**

Andreas Herfurt brought everyone up to date on the LHPs position with regards the Care of the Elderly Review, noting that two months ago Cameron Stark had agreed to prepare a paper which compared the original Review of Services to the Current Action Plan. That work had been done and as a result, it had emerged that that the Review had never been endorsed by Highland Council’s Housing and Social Work Committee. As a result it had been agreed at the previous meeting that Sheena Craig would speak to Jon King (Highland Council) about getting local authority support for the Action Plan. There was no information with regards progress.

Representatives of Highland Council Social Work Department had attended a meeting of the Tongue, Melness and Skerray Community Council on Monday 19th Feb to discuss the future of Caladh Sona. It had been reported that the Caladh Sona rebuild is in the Capital Programme for
2010/11, although the nature of the rebuild (Residential Unit or Very Sheltered Housing Complex) has not been decided. No decisions it was said would be taken until after the local government elections (3rd May 2007).

Sylvia Mackay reported that she had attended a meeting of the West Sutherland Liaison Group which had been set up following the changes to service provision at the Assynt Centre. She had attended as a representative of the Kinlochbervie Community Council. The Group, which is being chaired by CLLR David Alston (Chair of the North Highland CHP), will look at a number of issues and local concerns.

It was noted that the projected costs of the Migdale re-build have risen substantially. The reasons behind the cost rises are to be looked into. Sylvia Mackay noted that bed numbers at Migdale had been reduced in order to provide an outreach service to the area, what was happening with that service she asked? Georgia Haire noted that an evaluation of the Outreach Service was underway. She will report on its conclusions at a later date.

6. FINANCE

Ross Mackenzie made available to all information regarding the LHPs financial position for the period ending 31st Jan 2007. North & West Sutherland LHP is forecasting an £83,000 underspend at 31st March ’07.

The CHP as a whole is forecast to overspend by £207,000 with Caithness Acute forecast to overspend by £266,000; Caithness LHP to overspend by £255,000; Management Costs to underspend by £35,000 and East Sutherland LHP to underspend by £193,000.

7. PRESCRIBING

Findlay Hickey has been appointed to the post of Prescribing Lead for the Mid Highland CHP. It was understood that Sheena Craig was involved in discussions regarding the options for Sutherland and Caithness. Georgia Haire agreed to speak to Sheena to find out what stage these discussions are at. She will report back to the LHP.

8. SMOKING CESSATION

Lorraine Coe reported that the post of Smoking Cessation Advisor for Sutherland (22.5 hour p/w) has gone out to advert. The next stage she said was to determine what model of work and levels of training for staff would best suit the area. Cameron Stark noted that there is nothing to stop the locality developing its own training model as the potential national training programme has to a large extent failed.

Frances Arrowsmith stated that she felt that the training needs to designed in such a way that it can be rolled out quickly and simply in order that all staff are trained to be able to provide a standard level of support and information to patients. Everyone should in effect be “singing from the same hymn sheet”. The training itself it was suggested could be done locally. There was broad agreement with this approach.
9. AOCB

Highland Council Candidate

Andreas Herfurt read to all present a letter from Ms Linda Munro. Linda is standing in the North West and Central Sutherland Ward as an independent at the local council election in May. She would like to come along to the next LHP Meeting to discuss the issues. It was noted that NHS Highland has Guidance for staff regarding elections. It was agreed that Ms Munro is as an individual able to attend an LHP meeting, however she will not be allowed to canvass.

Vaccine Fridges

Moray Fraser noted that current concerns with regards vaccine fridges. He asked that practices note the potential risks and be vigilant.

10. DONM

The next meeting of the North & West Sutherland Local Health Partnership will take place on Thursday 5th April 2007 at 12:00 noon in the Rhiconich Hotel, Rhiconich.