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MINUTE of MEETING of the AREA CLINICAL FORUM	1 July 2021 – 1.30pm Microsoft TEAMS	

Present

Catriona Sinclair, Area Pharmaceutical Committee (Chair)
 Eileen Anderson, Area Medical Committee
 Eddie Bateman, Area Dental Committee
 Catriona Dreghorn, Area Nursing, Midwifery and Allied Health Professionals Committee
 Manar Elkhazindar, Area Dental Committee
 Helen Eunson, Area Nursing, Midwifery and Allied Health Professionals Committee
 Colin Farman, Area Healthcare Sciences Forum
 Frances Jamieson, Area Optometric Committee
 Alex Javed, Area Healthcare Sciences Forum
 Alan Miles, Area Medical Committee
 Adam Palmer, Employee Director
 Ian Thomson, Adult Social Care and Social Work Advisory Committee

In Attendance

James Brander, Non-Executive Board Member
 Boyd Peters, Medical Director
 Jonathan Whiteside, Consultant, Intensive Care Medicine (Item 2)
 Wendy Beadles, Consultant & Clinical Lead in Infectious Diseases (Item 2)
 Sophie Bassindale, SCN Ward GA (Item 2)
 Marian Mackinnon, Consultant Anaesthetist (Item 2)
 Nick Abbott, NHS Highland Clinical Cancer Lead (Item 8.4)

To be noted: the order of items was rearranged during the meeting so will not match the order on the Agenda.

1 WELCOME AND APOLOGIES

The Chair welcomed those present to the meeting and thanked them for attending. Apologies were received from Margaret Moss, Linda Currie, Kitty Millar, and Stephen McNally.

1.1 DECLARATIONS OF INTEREST

There were no declarations of interest.

2. SHARING SUCCESS

The Chair introduced Jonathan Whiteside, Wendy Beadles, Sophie Bassindale and Marian Mackinnon. They shared their achievements and experiences during COVID19. J Whiteside presented a slide presentation which gave an overview of the experience in the Intensive Care Unit during this time, including outcomes and numbers. W Beadles presented a slide presentation explaining the work and experience of the COVID19 infection unit, and S Bassindale provided a nursing perspective of experiences working on the ward, both the positives and the negatives. M Mackinnon presented a slide presentation which discussed organ donation during the pandemic.

In response to comments from Forum members J Whiteside provided the following information:

- In the ICU there will be much more opportunity to be flexible in the future, along with close working with the theatre team. This is a balance but the closer working that has already been put in place will help toward a much more resilient approach going forward.
- The ICU was fortunate to be co-located with surgical HDU and on the same floor as the theatre team whose staff were suitably trained and able to assist. Going forward, how these departments work will be redesigned; with new staff appointed to the unit and trained in the care of both level 2 and level 3 patients which will enable more resilience and flexibility.

On behalf of the Forum members the Chair expressed her thanks to the staff members for their hard work and commitment and the time taken to present today.

3. DRAFT MINUTE OF MEETING HELD ON 29 April 2021

The minute of the meeting held on 29 April 2021 was **approved**.

4. MATTERS ARISING

4.1 eHealth Meeting held on 31 May 2021

The Chair confirmed that the issues raised by the Forum members had been discussed with eHealth representatives at this meeting. A solution is still being worked on and feedback will be provided as soon as this is available.

4.2 Minutes from Advisory Committees – Update

An update will be provided at a future meeting.

5. MINUTES FROM PROFESSIONAL ADVISORY COMMITTEES AND EXCEPTION REPORTS

5.6 Adult Social Care and Social Work Advisory Committee meeting held on 7 June 2021

Ian Thomson spoke to the circulated minutes of the meeting. He highlighted the discussion around the Mental Welfare Commission report 'Authority to Discharge'; this report provided nine recommendations to be addressed, including greater knowledge and improved practice across all the staff involved in hospital discharge.

The Forum noted the minute and update.

5.8 Area Medical Committee meeting held on 23 March 2021 and 8 June 2021

Minutes from the 23 March 2021 meeting had been circulated.

Al Miles provided an update from the meeting held on 8 June 2021 as minutes from this meeting were not yet available. An overview of what had been discussed at the meeting was provided; this included the following items:

- Emergency detention under the Mental Health Act, and the availability of mental health officers.
- Orthopaedics waiting list, times and a new phone hotline for patients.
- Performance report for NHS Highland.
- Discussion regarding how to gather meaningful data in primary care.

The Forum noted the minute and update.

5.7 Area Healthcare Sciences Forum meeting

Colin Farman provided an update; there has been no formal meeting held. He advised of a national development within the Scottish Government; a new Clinical Physiology Executive Board has been created which will cover a number of the clinical physiology professions including cardiac physiology, neurophysiology, respiratory, audiology, GI physiology and others. This Executive Board will feed into the Diagnostic Scotland Strategy Group, and will be involved in implementing current Scottish Government policy as well as engaging to develop future Government policy and strategy. As a result each of the clinical physiology professions have been asked to create a new network that can discuss and feed in. A 5 year workplan for the Executive Board has been developed with the key streams being: workforce planning, sharing good practice, standardising national guidelines across all Boards, and horizon scanning for new technology and opportunities.

C Farman confirmed that this will also have an impact on a local day to day basis; for example due to this work funding for additional training places for cardiac physiology has been secured, also the new networks with the Heads of Services is helping to share information, create standardised job descriptions and share training opportunities.

The Forum noted the update.

5.5 Area Optometric Committee meeting held on 19 April 2021

Minutes from the 19 April 2021 meeting had been circulated. Frances Jamieson confirmed that the next meeting is scheduled for November as meetings have now been reduced to 3 a year.

The Forum noted the minute and update.

5.4 Area Pharmaceutical Committee meeting held on 12 April 2021 and 14 June 2021

Minutes from the 12 April 2021 and 14 June 2021 meetings had been circulated. Catriona Sinclair confirmed there was nothing further to add to the minutes.

The Forum noted the minutes.

5.3 Psychological Services Advisory Committee (no meeting held in June)

There were no representatives from the Committee present to provide an update.

5.2 Area Nursing, Midwifery, and AHP Advisory Committee meeting held on 20 May 2021

Helen Eunson spoke to the circulated minutes of the meeting. She advised that the Committee is in the process of reviewing their constitution; this will involve looking at attendance, conversations and discussions had, and where items are escalated to.

The Forum noted the minute and update.

5.1 Area Dental Committee meeting held on 2 June 2021

Eddie Bateman spoke to the circulated minutes of the meeting and provided a further update. The election process has been finalised; there are now two public dental service representatives on the Committee, one from Argyll and Bute and one from North Highland. It has been confirmed by the Chief Dental Officer that a tiered system of emergency funding will no longer be implemented; instead it will be the responsibility of individual Health Boards to support any practices with lower percentages. It is expected that funding from the Scottish Government will be made available in the next few weeks for primary care dentistry in regard to ventilation, with more information to follow regarding this.

The Forum noted the minute and update.

6. ASSET MANAGEMENT GROUP

6.1 Minute of Meeting of 17 March 2021, 21 April 2021 and 19 May 2021

Alex Javed spoke to the circulated minutes of the meetings. He highlighted the restructuring of the Group, in particular the formation of sub groups; these sub groups will have a capital allocation and will locally decide how to prioritise the spend, which will then be brought to the full AMG for ratification. The process for submitting proposals to the sub groups is still to be clarified.

The Forum noted the minutes and update.

Members took a short break at 3:05pm. The meeting reconvened at 3:15pm.

7. HIGHLAND HEALTH AND SOCIAL CARE COMMITTEE

7.1 Minute of Meeting of 28 April 2021

Minutes from the 28 April 2021 meeting had been circulated.

Ian Thomson provided an update from the meeting held yesterday, 30 June 2021. He highlighted the following items:

- The impact of the rise in COVID19 is being felt in care homes; vaccinations are mitigating this in terms of level of sickness, however a number of care homes have closed to new places due to staff sickness.
- There is significant pressure on social work staff due to the Scottish Government requirement to review everyone in residential care, approx. 1,700 people.
- The importance of engaging and consulting supported people, patients and carers in any approaches to changing care was mentioned. I Thomson confirmed he will raise this with the Adult Social Care and Social Work Advisory Committee for their review.

Adam Palmer further highlighted the following item:

- The new funding for CAHMS and Psychological Therapies was discussed; all Health Boards are expected to recruit new staff to expand these services which may be quite difficult.

The Forum noted the minute and update.

8. DISCUSSION ITEMS

8.1 Culture Update / Whistleblowing Standards Implementation Oversight Group

Manar Elkhazindar provided a culture update. The Listening and Learning Survey is open to all staff for completion; the response so far has been low and as such the end date has been extended. All staff are encouraged to complete the survey so their views can be heard and a fair reflection of progress made can be obtained.

Eileen Anderson encouraged all Forum members to encourage their workforce to complete the survey. E Anderson advised that the next meeting of the whistleblowing standards implementation oversight group is on Monday 5 July; progress is continuing slowly.

The Forum noted the update.

8.2 Independent Review of Adult Social Care in Scotland Report and Discussion

Ian Thomson presented a slide presentation which gave an overview of the Independent Review of Adult Social Care in Scotland report, which had been circulated. This presentation included the following areas:

- Strengthening the foundations

- Redesigning the system
- Breaking down the work required

During discussion, Forum members raised the following questions:

- Where is the best place to begin?
- Is self-directed support suitable for all?

The following thoughts were also expressed by Forum members:

- A lot of the recommendations depend on increasing the budget; political support will need to be there to support this.
- The projected decline in the size of the working population may have an effect on the social care workforce going forward.
- Instead of setting up a National Care Service in parallel to the NHS, another avenue could have been the establishment of one National Care Service that encompassed both health and social care.

In response to comments from Forum members, I Thomson provided the following information:

- Highland is beginning by completing consultation with service users, carers and others regarding self-directed support; it is important to hear peoples lived experiences and suggestions. Highland is also continuing to work to ensure that the centrality of carers is understood, along with the care they require in their own right. They are also working toward imbedding community led supports.
- One of the options of self-directed support is to have a directly provided service; this gives patients the option and choice to have the support that suits them best.
- Integration of health and social care is discussed within the report, with the recognition that health and social care should continue to work together to understand the outcomes for people rather than inputs.

On behalf of the Forum members the Chair expressed her thanks for the presentation and the information provided.

8.3 Clinical and Care Strategy / Long Term Strategy

Boyd Peters provided an update. Recruitment is taking place next week for a Head of Strategic Planning and Performance; this role will take the lead on engagement, planning, coordination and production of the long term strategy, with the aim to have the strategy completed by sometime next year.

The Forum noted the update.

8.4 Cancer diagnosis, treatment and waiting times – solutions focus.

Nick Abbott presented a slide presentation which discussed cancer data, current Government targets, pathways, referrals, treatment and waiting times performance. It was noted that the simpler the pathway the better, including fewer steps and anything that can add value in one visit; this depends upon having adequate resources for the clinical roles and capacity. How to fix the issues was also discussed; this included ensuring adequate resource, greater knowledge of USC targets, ring fence cancer care, prioritisation, strict time targets from referral to report, team working, and an escalation policy.

In response to comments from Forum members, N Abbott provided the following information:

- The Urgent Suspected Cancer Referral Guidelines are a nationally agreed set of documents which have been reviewed by primary care and secondary care, along with patient focus groups and specialists. These are the guidelines to be used for referrals.

- There are many specialities that are currently understaffed in Highland including oncology, radiology and pathology.
- In terms of prioritisation of services, reference documents are available to assist with this.
- The balance between regional vs local vs national treatment is something that is being looked at, but currently there is no definite answer.
- The national position in regard to increase in referrals looks to be quite similar to what is being experienced in Highland.
- The trend of the decline in Highland performance seems to have started around 2017.

Boyd Peters provided the following information:

- It is a national policy that cancer is prioritised; this is not just a local decision.
- National trends: Patient behaviour and presentation of symptoms, as well as clinical services and how they are made available to patients have all changed during COVID19. The data and patterns regarding this are not yet fully understood, but they will continue to be looked at.
- There is a collective responsibility along the process pathway; this can include taking simple steps to improve.
- This issue needs to be looked at with urgency and determination to make it better where it can, and set about plans for the short, medium and long term.
- Important to look at the data, look at the specific areas where the data shows outlying areas and work on these points first; construct improvement plans around what the data says is a priority.

On behalf of the Forum members the Chair expressed her thanks for the presentation and information provided; she noted that this is an important subject and it would be beneficial to return to this in a year or so to gauge the progress made.

9. FOR INFORMATION

9.1 Dates of Future Meetings

2 September
4 November

10. FUTURE AGENDA ITEMS – For Discussion

- Sharing Success – Adult Social Care

The following agenda items were suggested:

- Presentation by Emma Watson from the Systems Leadership Team meeting entitled 'Delivering Care Differently' (requested by Adam Palmer)
- Cancer diagnosis, treatment and waiting times update (2022)

11. ANY OTHER COMPETENT BUSINESS

There were no items raised.

12. DATE OF NEXT MEETING

The next meeting will be held at **1.30pm on Thursday 2 September 2021. Venue to be confirmed.**

The meeting closed at 4:45pm