

Scottish Child Health Commissioners' Group

Note of meeting held on 30 August 2006
Victoria Quay, Edinburgh

Present:

Charles Clark (Chair)	NHS Lanarkshire
Sally Amor (Vice Chair)	NHS Highland
Jim Carle	NHS Ayrshire & Arran
Jim Chalmers	Information Services, NHS National Services Scotland
Sarah Corcoran	SEHD, Child and Maternal Health Unit
Lorraine Currie	NHS Grampian
Graham Foster	NHS Forth Valley
Rosie Ilett	SEHD, Child and Maternal Health Unit
Caroline Inwood	NHS Fife
Anne Leigh- Brown	Information Services, NHS National Services Scotland
Caroline Mackie	NHS Tayside
Zelda Mathewson	NHS Tayside
Jennifer Milligan	NHS Dumfries & Galloway
Cathy Orr	NHS Lothian
Ralph Roberts	NHS Borders
Robert Stevenson	SEHD, Child and Maternal Health Unit

1. Welcome and apologies

Charles Clark opened the meeting and welcomed all in attendance. Apologies were received from –

Ian Bashford	SEHD
Emelin Collier	NHS Western Isles
Kathy Collins	NHS National Services Scotland
Sarah Gledhill	SEHD, Child & Maternal Health Unit
Morgan Jamieson	SEHD, Child & Maternal Health Unit
Catriona Macdonald	NHS Greater Glasgow & Clyde
Stephen McLeod	NHS Greater Glasgow & Clyde
Sarah Taylor	NHS Shetland

Charles suggested approaching NSS to find out whether Kathy Collins will be replaced on the Child Health Commissioner group for the duration of her secondment on Agenda for Change.

Action Point – Approach NHS NSS to find out whether Kathy Collins is to be replaced temporarily on CHC Group. (Sarah C)

2. Action Framework for Children and Young People's Health in Scotland

Robert Stevenson reported that responses to the Action Framework consultation (now closed) were currently being analysed by an external consultant. In total, 165 responses were received, 19 from local authorities and 54 from the Health sector, including NHS Boards. Robert further advised that there had been a good response from the Voluntary Sector with pertinent themes coming out. The vast majority of responses gave their support, in broad terms, to the key themes of the Framework. Some issues/ omissions had been raised and the Framework still required a considerable amount of work. Robert explained that he would update Commissioners further once the analysis was complete, if possible, before moving on to the next stage. The timescale was a very tight and it was expected that the publication of the final Framework would take place early in 2007.

Commissioners were keen to know whether the final Action Framework would be a guidance document from the Support Group or if it would be signed off by Ministers. Robert explained that the Framework would issue as formal guidance, and would be performance managed and that a new post was being set up to manage this. The postholder would report to John Connaugh, and this step up was quite significant. Robert explained further that discussions will take place if Boards are not meeting targets and support would be given, but it won't be acceptable to Ministers to breach targets. Boards will have to deliver at a local level to meet national targets.

Robert advised that a public engagement process for the Action Framework would be rolled out, with 3 meetings taking place prior to Christmas in Aberdeen, Inverness and Edinburgh, with a further 2 taking place early in the New Year in Dundee and Glasgow.

Some Commissioners were concerned about local development plans, as often what works very well in the acute sector is not as relevant to community services. Rosie advised that some activities are measured through other means. But concern remained that targets in one area may affect services provided in another. Robert advised that around 80% of LDP delivery targets do apply to children and young people.

Charles summed up that clear points have been made to Rosie and Robert about the need to ensure that Child Health Commissioners are aware of how CMHU are influencing senior management, and that it is critical that Commissioners are kept up to date with what is happening. Some areas are being involved in consultation pilots/ meetings on the future shape of the LDP.

The Group briefly discussed the Review of Community Nursing and agreed that it would be helpful to invite Margaret McGuire and Jane Walker to the next meeting to discuss.

Action Point – Rosie/ Robert to find out more about meetings taking place to discuss the future shape of the LDP, and let Commissioners know.

Action Point – Invite Jane Walker and Margaret McGuire to the next meeting to present on relevant aspects of the Review of Community Nursing. (Sarah C)

3. National Steering Group for Specialist Children's Services

Robert advised that the National Steering Group for Specialist Children's Services had met twice to date, 22 May and 23 August, and there were plans to establish a web link so that interested parties can easily keep up to date with progress. Andrea Cail and Ken Mitchell, Senior Project Managers were now in post, and a summary is given below of work streams already in place.

- ❖ The sub-group reviewing cancer services, chaired by Professor Sir Alan Craft, had its first meeting on 11 August because of service pressures this was being fast tracked aiming to complete an option appraisal by the end of this calendar year. A proposal for an MCN would be submitted to NSAG in October for consideration.
- ❖ The age appropriate care sub-group, chaired by Morgan Jamieson was due to meet on 7 September. This sub-group aimed to give advice on solving the practical clinical problems of providing high quality care in delivery the *Delivering for Health* recommendation to raise the admission age to children's hospitals to the 16th birthday. An interim report would be produced by March 2007 – the sub-group would conclude its work in August 2007.
- ❖ A general surgery sub-group, chaired by Professor George Youngson was being established with its first meeting due to take place in Perth on 25 September and its report will be produced by July 2007. This sub-group's work will run in parallel and dovetail with activity being taken forward by the Child Health Regional Planning Groups.
- ❖ The communications sub-group, chaired by Professor Stewart Forsyth met on 14 August and discussed a draft communications plan. A key area of activity of this work was seen as being the engagement of children and young people, their families and carers and staff who provide services. It will be important to communicate effectively to ensure key groups and individuals are informed of progress and have the opportunity to influence any outcomes. A number of initiatives are being implemented for example a quarterly newsletter and public engagement sessions in Aberdeen, Inverness, Dundee, Edinburgh and Glasgow.

Further details are given in the document to be circulated at item 4, on the range of specialist sub groups being set up, around 25 different work streams in total.

4. Representation of CHCs on other Groups

Robert advised members that he had developed a paper with Children and Young People's Health Support Group (CYPHSG) Specialist Groups listed. These were many and varied and included important issues such as Age Appropriate Care, General Surgery and Cancer Services. Robert asked if Commissioners could look at the paper (which he would circulate) and let him know if they would like to be involved in any of the Groups. Involvement could be by attending meetings, or receiving and commenting on relevant papers.

Action Point – Robert/ Sarah to issue list of CYPHSG Specialist Groups to Commissioners Group for them to add their names to groups they have an interest in.

5. Minutes of previous meeting held on 28 June 2006 and Action Points Update

The minutes of the previous meeting held on 28 June 2006 were accepted as an accurate record, subject to one minor change. All approved minutes are available to view on the Children and Young People's Health Support Group (CYPHSG) website at [insert weblink] .

Matters arising

❖ Future meetings

Charles indicated that he was keen to ensure that time spent at future meetings was used valuably. Charles aimed to have around 3 presentations of benefit in the mornings and spend time after lunch discussing further issues. Commissioners agreed that it would be useful to invite the following people/ organisations to future meetings:

Invite Executive colleagues leading on Getting it Right for Every Child to future meeting. *Action Point* (Sarah C)

Invite Chief Executive of CHAS to a future meeting. *Action Point*

Invite Ann Clark, HeadsUpScotland, to a future meeting. *Action Point* (Rosie)

Invite Mags McGuire and Jane Walker to the November meeting to discuss ongoing work on children's nursing. *Action Point* (Sarah C)

Invite ChildLine to a future meeting. *Action Point* (Sarah C)

6. Additional Support for Learning (Scotland) Act 2004 – Funding for Speech and Language Therapy

Rosie issued a joint letter with Jacqui Lunday to Commissioners on 3 July 2006, asking for comments. A parallel letter issued to Education stakeholders also. Rosie advised that to date, not many responses have been received and as it was important to start developing this information, she asked for responses from Commissioners as soon as possible.

Action Point – Respond to letter dated 3 July 2006 from Rosie Ilett and Jacqui Lunday on the ASL Act. (All Child Health Commissioners who have not already submitted a response.)

7. Hidden Harm Update

Charles advised the Group that whilst no-one from the Executive was able to attend the meeting to update on Hidden Harm, Sarah had produced a summary document with the latest position. This concise summary document was considered helpful to some Commissioners, although other Commissioners stated they preferred presentations on this type of subject. Sarah explained that Executive officials leading on Hidden Harm hoped to be in a position to attend the next Child Health Commissioner meeting in November.

Action Point – Invite Executive colleagues leading on Hidden Harm to future meeting meeting. (Sarah C)

8. Hall 4/ Getting it Right for Every Child

Charles invited Sally to update on the latest issues in Highland on Hall 4/ Getting it Right for Every Child. Sally reported that within Highland, a universal approach to this had been taken. It was clear that IT processes were not as easy as expected and not all health professionals are confident when using IT. Sally advised that work was ongoing with the Child and Maternal Health Information Strategy Group, but wider discussions were needed with Rosie Ilett. Experiences needed to be shared within the NHS, as well as with external agencies such as Social Work and the Police, but it seemed to be more complicated than it should. Within the multi - agency 'Getting it Right for Every Child' team, talks are continuing on information sharing policy, but the whole project was far bigger than originally thought.

Some areas thought that NHS Highland had piloted and were ready to roll out in a few months time. Some Commissioners were clear that staff on the ground were feeling vulnerable and that they couldn't wait 18 months until the end of the pilot, and would prefer to learn on the job rather than wait. Commissioners agreed that it would be beneficial to learn from, *but not to have to follow*, Highland's mistakes. Rosie advised that an evaluation process was built in, which should help understanding of what is negative or helpful.

Charles summed up that there was a huge variety of activity going on in different areas, with no shared understanding. Questions remain on e-care and where pilots fit in. It was hoped that Seminars would be held in due course that would help raise understanding. Jim Chalmers and Sally Amor have a comprehensive view of how it all fits together, but others do not. Charles suggested that a position paper detailing where we are and where we need to get to, would be helpful and Jim Chalmers and Sally Amor agree to help pull this together with Rosie.

Action Point – Rosie to prepare a position paper/ analysis with Jim Chalmers and Sally Amor on 'Getting it Right for Every Child'

9. Changing Children's Services Fund - Update

Rosie Ilett reported that since issuing her letter regarding Changing Children's Services funding to all Commissioners on 7 August 2006, she had, to date, received only 5 responses. Rosie informed the Group that the responses received so far were interesting, but asked if everyone could ensure that they send in their response to her as soon as possible.

Caroline Inwood raised concerns that the financial uplift does not take account of agenda to change service reduction.

Action Point – Respond to letter dated 7 August 2006 from Rosie Ilett on Changing Children's Services funding. (All Child Health Commissioners who have not already submitted a response.)

10. Children's Services away-day

Rosie advised that a Children's Services away day was held recently to look at joint issues including challenges around communication. Whilst the event was led and hosted by Education colleagues, a limited number of Health officials were invited to attend and several people from the Child and Maternal Health Unit attended, and considered the away day helpful.

Graham Foster asked Rosie if there were any plans for the Child and Maternal Health Unit to second in external people. Rosie advised that this was not a current option, but that the Unit had increased in size over the past year, and several NHS secondees had started working in the Unit in 2006. Commissioners agreed that it would be useful to have a list of staff in the Unit, along with their responsibilities.

Action Point – Note to issue to Commissioners with Child and Maternal Health Unit staff roles and responsibilities. (Sarah C)

11. Sharing Information about Children at Risk leaflet

The Group discussed the letter and leaflet on Sharing Information about Children at Risk which had been circulated prior to the meeting. Some members were concerned that the leaflet was not eye catching enough, was overly long and would really benefit from being simpler. There were concerns that it was not actually addressed to all Doctors and was instead addressed to GP Practice Managers. Commissioners thought the letter and leaflet should also go to Dentists, Pharmacists, and Health Visitors. Furthermore, it was agreed that the opening line of the leaflet should read "All staff have a **duty** (as opposed to responsibility) to act to make sure that all children are protected from harm."

Another suggestion was changing the colour of the leaflet to NHS colours. Concerns were also expressed that the letter makes some of the most valid points, rather than the leaflet.

Action Point – Feed back concerns and suggestions to author of Sharing Information about Children at Risk leaflet. (Sarah C)

UPDATE – Further development of the leaflet has been put on hold until the outcome of Bichard in this parliamentary timetable is clear.

12. AOB

Child and Adolescent Mental Health Secure Unit

Caroline Mackie asked if anyone in the Group had been involved in the working group looking at developing a secure mental health unit for forensic child and adolescent cases. Charles indicated that he was aware of some discussion around this but had not been involved or seen any papers. Rosie Ilett advised that she was on the group looking at this subject and that Geoff Huggin's Division in the Executive were taking the lead on this piece of work.

Action Point – Rosie to raise with Geoff Huggins and provide feedback at next Commissioners meeting.

Arbuthnott

Robert Stevenson alerted Commissioners to a consultation document '*Improving the Arbuthnott Formula*', issued by the NHSScotland Resource Allocation Committee. Robert wanted to flag up concerns that Arbuthnott weights money towards elderly populations and that the emphasis should also be weighted towards children as well. Commissioners discussed the fact that the birth rate is not dropping as experts had predicted. The consultation report does not take into account the increase in the birth rate, which is partly due to immigration, and is likely to keep rising.

Action Point – Commissioners can view or download the full consultation report '*Improving the Arbuthnott Formula*' at www.nrac.scot.nhs.uk/consultation.htm .

UPDATE – Robert Stevenson issued draft response from CYPHSG to Child Health Commissioners for comment on 27 September 2006. Response from Support Group now issued.

13. Date and venue of future meetings

Charles suggested the following dates for future meetings:

Wednesday 22nd November 2006

Wednesday 7th February 2007

Wednesday 9th May 2007

Thursday 23rd August 2007

All meetings will run from 10:30 – 14:30.

Charles suggested that a future meeting (perhaps May 9th) may be held in Inverness.

UPDATE: Above dates are now confirmed.

Meeting on Wednesday 22 November will take place at the Carlton Highland Hotel on the North Bridge, Edinburgh. Venues and locations for future meetings to follow.