

Present: Mr T Currie, Non-Executive Director (Chair)  
Mrs M. Nelson, Non-Executive Director  
Mr D Clarke, Non-Executive Director  
Mrs J. James, Divisional Nurse Director  
Mrs M. Mark, General Manager, Women's and Diagnostics Division  
Mr J. White, Divisional HR Director  
Miss D Sweeney, Support Services Manager  
Mr A. Goor, Deputy Director of Finance  
Mrs R. Lyness, Director of Acute Services  
Mr R. Garscadden, Head of Planning, Acute Division  
Dr B. Vallance, Divisional Medical Director  
Mrs R. Robertson, General Manager, Cancer Services Division  
Mr D. Hume, General Manager, Emergency & Medical Division  
Mr B. Brown, Property & Support Services Division  
Mrs J. Miller, RCN Representative

**In Attendance** - Mrs S. Welton, Head of Patient Affairs

**1. WELCOME AND APOLOGIES**

Mr Currie welcomed everyone to the first meeting of 2010 and to Rhona Robertson attending her first meeting as the General Manager for Cancer Services Division. Apologies were received on behalf of Judith Hope.

**2. MINUTES FROM PREVIOUS MEETING**

The minutes of the Acute Operating Management Committee meeting held on 24th November 2009 were approved as a correct record.

**3. MATTERS ARISING**

**3.1 Synergy/Sterilisation**

The General Manager for the Surgical & Critical Care Division provided the OMC with an update position in relation to the Sterilisation Governance Group. It was advised that the Group continues to meet regularly and have put a revised standard operating procedure for receiving trays in place. In addition, the weekly Sterilisation Operations group continues to meet and provides the opportunity for solutions to issues to be agreed and implemented timeously.

### **3.2 PMS Benefits Realisation**

The Divisional Head of Planning advised the OMC that the Business Case for the new Patient Management System had been approved by NHSL Board in December 2009. In particular, he highlighted the section of the business case which relates to benefits realisation and the possibility of recruitment to allow these benefits to be realised.

## **4. ITEMS FOR CONSIDERATION**

### **4.1 Acute Progress – Winter**

On behalf of the Acute Division, the Director of Acute Services provided the OMC with an overview of progress during winter to date. It was noted that there had been a number of challenges this year, namely the prolonged period of cold weather and increased pressure on emergency care staffing as well as increased incidents of norovirus. The Director referred to charts which showed a significant increase against the 'four hour wait' target across the three sites compared to the same period last year. In addition, it was noted that a number of changes had been introduced this year which has impacted on the excellent performance within Lanarkshire, including the freeing up of medical service managers and senior nurses to allow them to focus on patient flow and also free up some consultants to provide advice to GP's through the Emergency Response Centre to avoid unnecessary admissions. The Director concluded the presentation and stressed the need for constant vigilance throughout the remainder of the winter period.

### **4.2 Local Delivery Plan**

The Divisional Head of Planning presented a paper and subsequent attachments in relation to the Acute aspect of the Local Delivery Plan. He advised that the final plan would be submitted by the NHSL Board to the Scottish Government in February. It is anticipated that the General Managers would implement the Action Plan for delivery of the targets, where appropriate.

## **5. CORE AGENDA ITEMS – REPORTED BI-MONTHLY**

### **5.1 Finance Report/Financial Savings Plan**

The Deputy Director of Finance provided an update on the financial position for the seven months to 31 December 2009 for the Acute Division and Corporate & Headquarters budgets. The position to 31<sup>st</sup> December 2009 reflects an underspend for the Acute Division of £0.173m with a year end forecast of a small underspend. The Corporate Division is showing an overspend of £58k, which is inclusive of an overspend

within PSSD. In addition, a summary savings schedule was included which shows the Division has identified and released recurring savings for the current year.

The Director then provided information on the Savings plan for the Acute Division for 2010/11 as a result of the need to achieve £20 million efficiency savings. A number of the savings schemes were outlined and it was noted that a number of sub-groups, encompassing partnership representation, have been set up to work out the practicalities of achieving the savings. In addition, some schemes may require public engagement and there are ongoing discussions around this.

**Action- To note performance and to receive further reports on progress**

## **5.2 Waiting Times**

The Divisional Head of Planning provided an update on the delivery of Waiting Time targets. He advised that all targets had been met for the month ended December 2009 and would be sustained until the end of March in line with Heat targets. It was noted that the Scottish Government Health Department had still to confirm the budget allocation for NHS Lanarkshire in 2010/11 however it was anticipated that this information would be available in the near future.

**Action- To note performance and to receive further reports on progress**

## **5.3 Divisional Report**

### *Emergency and Medical Clinical Division*

The General Manager for the Division reported on the recent developments within Emergency & Medical Services. He highlighted the consistently high level of performance in December – 98%. In addition, he noted the positive results within the Emergency Response Centre in providing alternatives to admission. Finally, the General Manager advised the OMC that an options papers was currently being written to detail short, mid and long terms proposals for the emergency medical workforce.

### *Women's and Diagnostics Clinical Division*

The General Manager provided an update on Divisional activities. Anomaly scanning in Lanarkshire had commenced on 1<sup>st</sup> December 2009. In addition, a 4<sup>th</sup> CT scanner based at Hairmyres had been operational since December 2009 and a new scanner at Wishaw will be operational by May 2010. The General Manager alluded to the ongoing Lab. Review and advised that the first stage had been completed and a stakeholder engagement event had been planned for 4<sup>th</sup> February.

### *Surgical and Critical Care Division*

In the absence of the General Manager, the Director of Acute Services provided an update on the Division. It was noted that vascular services across NHS Lanarkshire would be re-shaped due to the retirement of the lead consultant. A paper would be provided to NHS Lanarkshire Board in February which will set out the interim proposals and detail any governance issues.

### *Cancer Service Division*

The General Manager for Cancer Services provided an update on the Division. She highlighted that a Clinical Divisional Management Team had now been set up in line with the process within the other Divisions. It was noted that Cancer performance for Quarter 3 will be validated by the week ending 19<sup>th</sup> February and provisional data shows 96.3% compliance against a 95% target. Finally, a formal agreement to proceed with Haematology centralization has been received and local discussions with staff who may be affected have commenced.

## **5.4 HR Monthly Briefing**

The HR Director for Acute Division presented this paper and advised that the Acute Division was reporting a 5.09% sickness absence rate at the end of November 2009. This represented a slight increase from the October figure and is mainly due to the increased incidents of norovirus across the sites. It was also noted that there had been a continued significant decrease in overtime expenditure. The Director added that the next report provided to the OMC would be in a new format which will allow for easier identification of trends and allow comparisons to take place.

**Action- To note performance and to receive further reports on progress.**

## **5.5 HAI Update**

This paper was presented by the Divisional Nurse Director who provided an update on Healthcare Associated Infection within the Acute Division. She highlighted the number of episodes of S. Aureas Bacteraemias (SABS) in NHS Lanarkshire acute wards during the period September 2008 - November 2009. It was noted that the most recent figures show a further decrease in the incidences of SABS, in particular within the Renal Unit at Monklands, where there had been no incidences recorded since July 2009. The Director noted that all incident of C-Diff would now be reviewed by the enhanced surveillance team. Finally, the Director noted the continued high performance against national cleaning compliance, in particular an increase in Quarter 2 to 96.5% compared to 94.8% in Quarter 1.

**Action- To note performance and to receive further progress reports.**

## **5.6 HE Inspectorate Visit – Final Report**

The Divisional Nurse Director provided an update on the recent report which had been received in relation to the Healthcare Environment Inspectorate visit to Monklands Hospital in September 2009. It was noted that a draft report had been received by NHS Lanarkshire in late November for comment. A response to the draft was returned by the HAI Steering Group and an action plan drawn up in response to recommendations in the report. Key recommendations from the report include a review of where gels are situated on the site and a review of PFPI leadership arrangements. The inspectorate team made positive comments in relation to all wards and departments which were inspected and were found to be clean. The comprehensive and up to date infection control manual was commended. The Divisional Nurse Director advised that preparations are already underway for planned visits on the other two sites in 2010.

## **6. CORE AGENDA ITEMS – REPORTED QUARTERLY**

### **6.1 Quarterly Complaints Report**

The Head of Patient Affairs attended the meeting for this item and spoke to the paper. She advised that the number of complaints had risen compared to the previous quarter. There continues to be a number of complaints arising in the Ophthalmology department at Hairmyres and it was agreed that this situation would be closely monitored.

**Action: The OMC noted the report and advised that any other issues would be picked up directly with the Head of Patient Affairs.**

### **6.2 Governance**

The Divisional Nurse Director presented a progress report on clinical governance and risk management in respect of the Acute Division. In particular, she highlighted the recent review of Lanarkshire progress against QIS Standards of which the final report was published on 21<sup>st</sup> December 2009. It was noted that Lanarkshire progress had been in line with national Heat targets. In addition, the Divisional Nurse Director noted a number of issues which had been discussed at the recent Clinical Governance Steering Group.

## **7. ITEMS FOR NOTING**

- 7.1 Minutes from the North CHP OMC Meeting 2<sup>nd</sup> December 2009
- 7.2 Minutes from the South CHP OMC Meeting 30<sup>th</sup> November 2009

The above items were noted.

**8. ANY OTHER COMPETENT BUSINESS**

None

**9. SPECIAL INTEREST ITEM**

A visit to the newly refurbished Neonatal Unit took place at the end of the meeting.

**10. DATE AND TIME OF NEXT MEETING**

It was agreed that the next meeting would take place at 1.30pm on Tuesday 23<sup>rd</sup> March in the Boardroom, Monklands Hospital.