



SOUTHERN HEALTH AND SOCIAL SERVICES COUNCIL

**Minutes of the One hundred and Tenth Meeting held in Armagh City
Hotel on Tuesday 17 September 2002 at 10.00 am**

110/1 PRESENT: Mrs Lynne Cairns, Vice Chairman
Mr Pat Brannigan
Mrs Mary Ferris
Mrs Nazy Harris
Mr Clive Henning
Mr Peter Murray
Mr John McArdle
Mr Wilfred McFadden
Mr Adrian McKinney

IN ATTENDANCE: Mrs Delia van der Lenden, Chief Officer
Ms Karen McCoy, Research Officer
Mrs Nancy Downard, Office Manager
Mrs Lynda Gordon, Manager, Quality Assurance Unit, C/B Comm HSS Trust [for part of the meeting]

APOLOGIES: Mr Sydney Anderson
Mrs Imelda Clarke
Mr John Coulter
Mr Brendan Curran
Mrs Roisin Foster
Mr Isaac Hanna
Mr Brendan Montague
Mrs Mary McNally
Mr David Simpson

In the absence of the Chairman, Mrs Lynne Cairns, Vice Chairman presided over the meeting. She welcomed members to the one hundredth and tenth meeting in Armagh City Hotel and said she hoped that the development training workshop held on the previous day had proved enjoyable and beneficial to all who attended.

Signed: **Date:**

110/2 MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting, which were circulated, were agreed and signed.

110/3 MATTERS ARISING

1 Green Park Healthcare Trust

Mrs Ferris said she had not received any papers for the next meeting of the Trust. It was agreed to investigate the matter.

2 109/3.6 Banbridge Polyclinic

Mr Mc Fadden asked if there were any further developments in respect of maternity outpatients and the cardiac outpatients' clinic at Banbridge Polyclinic. It was agreed to write to the Trust and express concern at the delay in re-establishing the clinics.

110/4 CHAIRMAN'S BUSINESS

1 Mental Health Out of Hours Crisis Intervention

The Chairman informed members of the launch of the Mental Health Out of Hours Crisis Intervention Service at the Southern Board's Headquarters at 2.00 pm today (17th September). It was agreed the Chief Officer, Mrs Ferris and Mr Brannigan would attend.

2 SHSSB – Chief Executive's Retirement

The Chairman informed members that Mr Cunningham, the Southern Board's Chief Executive had decided to take early retirement from the end of August. To mark the occasion there would be a farewell function for him on Friday 25 October at 2.30 pm in the Boardroom at Board Headquarters, Tower Hill, Armagh. Members who wished to attend should advise the office.

3 Trusts' Annual Public Meetings

The Chairman drew members' attention to the schedule of Trusts' Annual Public Meetings and asked for representatives to attend local meetings in their area. The following was agreed: Mrs van der Lenden, Mr Murray and Mr McArdle would attend Newry and Mourne; Mrs van der Lenden and Mrs Harris, CAHGT; Mr McFadden and Mr Henning, C/B. Mr Brannigan apologised that he would be unavailable for Armagh and Dungannon meeting.

4 Equality Scheme

The Chairman advised members that Mrs Lynda Gordon, Manager of the Equality Assurance Unit would attend the meeting at 11.00 am to make a presentation. Members would have the opportunity to put questions to her.

5 DHSSPS – Consultation on Protecting Personal Information

The Chairman informed members that the DHSSPS was conducting a consultation exercise on Protecting Personal Information and as part of the process of inviting feedback the Councils were asked to organise a series of focus groups to discuss the issues raised in the consultation document. She invited members to participate in the focus group in the Southern area which was organised for Thursday 3 October in Armagh City Hotel from 7.00 pm to 9.00 pm. Members participating would do so as individuals rather than Council members and would be paid an allowance of £25. It was agreed that Mrs Ferris, Mr Brannigan and Mr McKinney would take part.

6 Casualty Watch

The Chairman reported that the Council had decided to conduct a Casualty Watch at Craigavon Area Hospital and Daisy Hill Hospital on Monday 23 September at 4.30 pm.

7 Annual Report

The Chairman reported that the Council's Annual Report for the year ending 31 March 2002 was currently being designed. It would be in a newsletter format which proved very successful the previous year. It was hoped to have the report published late October or early November.

8 SHSSB Meeting held on 10 September

The Chief Officer provided members with an update from the Southern Board's meeting held on 8th October. Topics of specific interest included developments in relation to the LHSCGs, winter pressures and the report to the Board on care management. In order to keep members updated in respect of winter pressures it was agreed to invite Dr A M Telford, Director of Public Health to a future Council meeting.

9 Services for Older People in Daisy Hill Hospital

The Chairman said that following a research report prepared by the Council on 'services provided for older people at Daisy Hill Hospital – the views of patients', the Council wished to establish a sub group to monitor the implementation of the recommendations and the Trust's own action plan. Mr McFadden, Mrs Ferris and Mr Murray agreed to participate on the group.

10 Report by the Vice Chairman

Mrs Cairns reported that she attended the launch of the PET scanner at the Royal Victoria Hospital on Wednesday 11 September and was delighted that Northern Ireland was leading the way in this medical field. The scanner was only one of 5 in Europe and because of its accuracy in diagnosis, treatment for a patient could be planned almost immediately.

She said she had also attended the official opening of the Macmillan Unit at Craigavon Area Hospital on 12 September and had the opportunity to tour the unit and meet with the patients.

A visit to the neonatal unit at Craigavon Area Hospital was also undertaken by Chief Officer and herself on 12 September. This was arranged prior to the unit going for its Charter Mark on Monday 23 September. Mrs Cairns commented on the sterling work of staff within the unit.

Mrs Cairns reported that she attended a conference on pharmaceutical issues entitled, 'Wearing Someone Else's Shoes'. She said Mr Coulter, Chairman of the Eastern Health and Social Services Council made an excellent contribution on behalf of Users. He highlighted the point that no patient representative was involved on committees to discuss the introduction of new drugs and she felt that this was something the Councils should consider.

In relation to Ceara School she said the principal had brought to her attention the problem which the school faced in relation to the education of 5 children with special needs. The school had a fully equipped classroom for the children but because of lack of funding to employ a nurse the children could not be brought into the school. The Chief Officer said it would not be the remit of the Council to deal with this problem if it was the responsibility of the Southern Education and Library Board. However, it was agreed that Mrs Cairns should investigate whether it was the responsibility of education of health and report back to the Council.

11 Learning Disability Project

The Chief Officer informed members that MENCAP had agreed to work jointly with the Council on the Learning Disability Project and had agreed that two of its District Committee members would serve on the steering group for the project. Two Council members would also be required to take part in a steering group. Mrs Ferris agreed to participate and it was agreed contact would be made with members who were absent in order to obtain a nomination for a second participant.

12 Southern Area Hospice

The Chairman invited members to sit on a steering group for a project in connection with the Southern Area Hospice. The project will examine the views of patients and relatives of services provided by the Southern Area Hospice. It was anticipated that the group would meet on two occasions – the first in October. Mrs Cairns and Mr McArdle agreed to take part.

13 Joint Conference – R&I Advisory Committee and SHSS Council

Members were informed of a joint conference being held by the R&I Unit's Advisory Committee and the Council. The conference 'Listening to Residents – Managing Complaints' would be held on Thursday 17 October at White Gables, Hillsborough from 10.00 am to 1.00 pm.

14 Newry and Mourne Mental Health Forum – AGM

It was agreed that Mrs Ferris would attend the AGM on Tuesday 1 October at 9.15 am to 2.00 pm in Ballybot House, Newry.

110/5 EQUALITY SCHEME – HOW IT AFFECTS YOU

SHSSC 02/23

The Chairman welcomed Mrs Lynda Gordon, Head of Equality Assurance Unit, Craigavon and Banbridge Community HSS Trust.

Mrs Gordon presented members with a very comprehensive and informative talk on statutory equality duties arising out of the Northern Ireland Act 1998 - Section 75. In her presentation she explained how the NI Act 1998 gave legal form to the 'Good Friday/Belfast Agreement' and she outlined the key statutory duties in Section 75 of the Act which are placed on public authorities when carrying out their functions relating to Northern Ireland. She also discussed with members the origins of Section 75; the implications; where Section 75 fitted in with other Equality/Human Rights Legislation; and the key elements of an Equality Scheme.

Referring to the progress to date on the Council's Equality Scheme she said the Scheme had been formally approved by the Chair of the Equality Commission in Northern Ireland in June 2001. The Scheme had been published, disseminated widely including all consultees and staff. A summary version had also been prepared and disseminated to staff and members.

In relation to 'where now?' with the scheme, she said Boards, Trusts and Agencies would continue to support the Regional Programme of Equality Work and the Programme of Good Practice Review on behalf of the HSSPS family. The Council's Scheme would be subject to a 5 yearly review under the direction of the Equality Commission for Northern Ireland.

Members expressed concern that the amount of information individuals were expected to absorb was overwhelming.

Mrs Gordon responded to questions in relation to the timescale for the Scheme being implemented, and about public access to information.

The Chairman thanked Mrs Gordon for an excellent presentation and she left the meeting.

**110/6 DHSSPS – DEVELOPING BETTER SERVICES –
CONSULTATION**

The Chairman invited the Chief Officer to update members.

The Chief Officer reported that a second meeting of the Council took place on 1 August to consider its draft response to 'Developing Better Services'. After some discussion members endorsed the approach taken. The Council had previously agreed to support the case for South Tyrone Hospital being the preferred site for elective surgery West of the Bann but had also considered proposing South Tyrone as a location for one of the midwife led maternity units. However, members felt strongly that elective surgery was the priority for the local community and agreed to support it in preference to the midwife led unit.

A further draft response would be prepared and brought to the October meeting for approval.

110/7 SHSSB – MONTHLY UPDATE CARE MANAGEMENT PRESSURES SHSSC 02/24

The Chief Officer referred to the Southern Board's monthly update on care management pressures which was discussed at its meeting on 10 September. She said there were concerns about waiting times for community care packages in the Armagh and Dungannon area. The Trust appeared to be experiencing a disproportionate share of the care management pressures in the Southern Board's area.

The Council had already raised its concern about the situation at the Southern Board's meeting on 10 September and would continue to monitor the situation closely. The Chief Officer informed members that since the Board meeting she and Mr Brannigan had met the Chief Executive and members of the management team at Armagh and Dungannon Trust to discuss the issue. A number of factors appeared to have combined to produce the specific range of pressures detailed in the report, including possible differences in thresholds for inclusion the care management system. To assess the overall picture of waiting lists for community care it was necessary to have access to information across the 3 community Trusts on the pressures outside the care management system. It was agreed to seek further information from Trusts on the issue and to provide additional information for members at a later meeting on the operation of the care management system.

Mr Henning left the meeting at 12.20 pm

110/8 SHSSC – WORK PROGRAMME UPDATE SHSSC 02/25

The Chairman invited the Research Officer to present paper SHSSC 02/05.

Ms McCoy reported that training for members had been ongoing throughout the year with various speakers invited to monthly meetings, a residential development workshop was held on 16

September and members would be attending training 'On Board training for Board members of Public Bodies – organised by the Charter Institute of Public Finance (CIPFA).

The Council's press and promotional strategies was being revitalised and a draft strategy will be discussed at the October Council meeting.

With regard to complaints, she said pilot outreach services in Newry and South Tyrone would continue but would be evaluated at the end of the year. A workshop organised by the Council and the R & I Advisory Committee on handling complaints would take place in mid October.

Visits had been conducted at Ceara School in Lurgan and the neonatal unit at Craigavon Area Hospital.

Reactive work included a number of consultation documents being responded to on an individual basis and also jointly with other Health and Social Services Councils.

Reporting on research projects in progress, Ms McCoy said a number of projects had been completed and others were still in progress. Those completed included; Attitudes of Women to Breast Screening in the Newry and Mourne area; Patients' Views of Services for Older People at Daisy Hill Hospital; Reasons for Non-attendance at Outpatient Appointments; and Users' Views of Prosthetics Services. Although the report by the four Councils on Children as Complainants had been completed a date had not been agreed with the DHSSPS regarding its publication and launch. A report on Patients' Views of Rehabilitation Services at Mullinure Day Hospital is near completion and it is hoped to present this at the Council's October meeting.

Referring to new projects, Ms McCoy said a study to examine Users' and Carers Views of Services provided by the Southern Area Hospice was currently ongoing. A project brief would be submitted to the University of Ulster Research Ethics Committee for approval. In relation to the Day Care Needs of School Leavers with Learning Disabilities, she said a report would be compiled on the extent to which current provision meets identified needs.

Involving children in decision making in the HPSS was being considered as a possibility and a number of options were being pursued. The possibility of joint working on a local basis with a community health group in the Newry and Mourne area was being considered.

The Crossroads Care review has been discussed with the Southern Board and plans for the scope of the review were being drafted. The Southern Board had agreed to provide funding towards the cost of additional work to be included in the project.

In respect of community development, she reported that the Council was currently working with the DHSSPS in facilitating consultations with members of the public on 'Protecting Personal Information' and 'Developing Better Services'. The Council was now represented on the Southern Board's Community Development Strategy Group.

There are plans for discussions with the DHSSPS on the adequacy of the resources available to support the work of the Council. It was agreed members would be kept updated on developments.

110/9 AUDIT Re SOUTH TYRONE HOSPITAL Day Procedures – CHARTER MARK

The Research Officer informed members that the South Tyrone Hospital Day Procedures and Theatre Departments had applied for a Charter Mark and it had been agreed that, as part of the preparation for their application the Council would carry out an audit of the department from a consumer perspective. Nominations were invited for 2 members to participate in the audit exercise. It was agreed that Mrs Cairns and Mrs Ferris should assist with the project.

110/10 STRATEGIC VISION FOR HEALTH AND SOCIAL CARE SERVICES FOR OLDER PEOPLE 2002 – 2007 SHSSC 02/26

The Chairman invited the Chief Officer to present paper SHSSC 02/06.

The Chief Officer referred members to the Southern Board's consultation document – A strategic vision for health and social care services for older people 2002 – 2007. She said the Council, as part of the Stakeholder Forum, had an opportunity to provide input into the development of the paper and to shape its contents. There was now a further opportunity to contribute to the debate. She invited members to forward any further comments to the office to facilitate staff in completing the Council's response.

110/11 CRAIGAVON AND BANBRIDGE COMM HSS TRUST – BRIEFING PAPER – PORTADOWN HEALTH & SOCIAL SERVICES CENTRE SHSSC 02/27

The Chief Officer reported that the Craigavon and Banbridge Community HSS Trust had consulted with the Council in relation to the redevelopment of the Portadown Health Centre. She said the Trust has invested approximately £400,000 over the past 5 years but this did not overcome the problems of overcrowding, lack of parking and the configuration of the building. The Trust was working with Craigavon Borough Council on a proposal to develop facilities on a new site as part of the Portadown Master Plan. The planned developments had the potential to considerably improve conditions for service users. A draft Outline Business Case was being developed by the Trust to examine the options available to improve the delivery of primary care services in the Portadown area. Members would be kept informed.

110/12 SHSSB – PROMOTING INFLUENZA IMMUNISATION UPTAKE – PREPARATIONS FOR WINTER 2002/03 SHSSC 02/28

The Chief Officer referred members to the Southern Board's paper on promoting influenza immunisation uptake – preparations for Winter 2002/03.

She said that the Board was to be congratulated on the initiative and suggested that when the invitation was being extended to Dr Telford to present to members on the subject of winter pressures she might also be asked to brief the Council on influenza immunisation.

110/13 TRUSTS' BUSINESS

SHSSC 02/29

1 Armagh and Dungannon HSS Trust

Minutes of Trust Board meeting held on 12 June and Agenda for meeting on 7 August 2002

2 Craigavon Area Hospital Group Trust

Minutes of Trust Board meeting held on 21 May and Agenda for meeting on 18 June 2002

3 Craigavon and Banbridge Comm HSS Trust

Minutes of Trust Board meeting held on 24 June 2002 and Agenda for Trust Board meeting on 29 August 2002

4 Newry and Mourne HSS Trust

Minutes of Trust Board meeting held on 18 June and Agenda for meeting on 20 August 2002

110/14 FOR INFORMATION

- 1 SHSSB – Minutes of Board Meeting held on 11 June 2002
- 2 SHSSB – Minutes of Pharmacy Practices Committee held on 12 June 2002
- 3 DHSSPS – Press Release – Minister Gets Tough on Waiting Lists and NI Waiting Lists – June 2002
- 4 SHSSC – List of Consultation documents
- 5 Trusts' Annual Public Meetings
- 6 Armagh & Dungannon HSS Trust – Newsletter – Summer Edition

110/15 ANY OTHER BUSINESS

1 R & I Unit Advisory Committee

Mr Murray said he understood there was to be a meeting of the Advisory Group in October but had not received any notification. It was agreed to contact the R & I Unit.

2 CSA Medical Committee

The Chief Officer said that following the retirement of Mrs Cook from the Council, the Central Services Agency had asked the Southern Board to consult with the Council with a view to nominating two lay persons to join the medical committee. The meetings would normally be held on a Wednesday, 4 to 5 times per year. The committee deals with applications for additional GP partners and replacements for single handed GP vacancies but has also been asked to review criteria for the opening and closure of branch surgeries. Mrs Foster and Mrs Cairns agreed to let their names go forward.

3 GP Out of Hours

Mr McFadden asked if any of the GP Out of Hours centres had a nurse backup service. He said it was essential that this service was available.

The Research Officer advised that one of the recommendations contained in the 'Out of Hours' survey report which the Council undertook was the proposal for a triage. She said she was not aware that the system had been put into operation.

It was suggested that the matter should be considered on a regional basis by the four Councils and raised with the Department of Health, Social Services and Public Safety.

4 Development Training

Members expressed their appreciation to Mrs Cairns, the Vice Chairman on the way she conducted the meeting, the first she had chaired since her appointment. The Chief Officer also congratulated the members for their active and enthusiastic participation during the two days training which had ensured the success of the event.

110/16 DATE OF NEXT MEETING

Tuesday 15 October at 10.00 am in Quaker Buildings

Signed: **Date:**