

## PIP STEERING COMMITTEE MEETING

Meeting on Wednesday 9<sup>th</sup> December 2009  
PGMC – Stafford General Hospital

### Present:

Andy Spencer	Lead Clinician, PiP (Chair)
Julia Greensall	Network Development Manager, PiP
Lesley Hines	Project Support Manager, PiP
Jenny Hawkes	Service Development Consultant, PiP
Jonathan Howell	Specialised Commissioning Services, WMids
Steve Cropper	Academic Adviser, PiP
Gail Fortes Mayer	WM Specialised Commissioning
Alison Lawton	Mid Staffs NHS Trust
Angela Moore	Wolverhampton City PCT
Gunjan Patel	South Staffordshire Community Trust
Martyn Rees	Shrewsbury & Telford NHS Trust
Kate Reynolds	UHNS
Jacob Samuel	Burton Hospital
Cheryl Sherratt	South Staffs PCT
Diane Short	Telford & Wrekin PCT
Kathryn Wilson	South Staffs & Shropshire Healthcare Trust

### Apologies:

Stuart Poynor	South Staffs PCT CEO and PiP Chair
Diane White	Coventry & Warwickshire PCTs
David Eltringham	BCH
Tracey Malkin	NHS Stoke –on-Trent
Patricia Gavin	ROH, Birmingham
Ken Hayman	Telford & Wrekin PCT
Kim Woolliscroft	Mid Staffs NHS Trust
Loveday Jago	East Cheshire NHS Trust
Nicky Smith	PiP (on maternity leave)

**In attendance:** Jonathan Smith, Chief Executive – Child Health Development Programme (Cheshire & Merseyside) and Chair of the Steering Group of the National Collaborative for Children's Integrated Healthcare

**Presentation: Dr. Angela Moore, Consultant Paediatrician, Wolverhampton City PCT**  
**Re: Integrated Care Models and work of the GEM Centre**

**Main points from presentation**

The GEM centre was initially a hospital-based CDC, which became a specialist children's centre in 2006. The aim was for the centre to be a one-stop shop, where children – particularly those with complex needs – could receive a co-ordinated, integrated service. Its aims meet the requirements of 'Good practice' as per the NSF Standard 8. All the services children and their families need to access are provided; there is an Early Support Key worker scheme and a Team Around the Child (TAC) programme. Families can choose who their key worker is.

The centre has been successful in getting a bid, as part of the Lamb enquiry, to explore moving TAC into schools (only site in the country to pilot this).

It was recognised that this has proved a successful way of working. Angela acknowledged that more work needs to be undertaken on measuring 'outcomes'. Jonathan Smith said that the NCCIH, working with PiP, may be able to support this.

The presentation will be put on the PiP Web-site for members to access.

**Agenda:**

**1. Minutes of the last meeting – 9<sup>th</sup> September 2009**

The minutes from the last meeting were accepted as a true record.

**2. Matters arising**

**Proposed Workshop around WTD issues** – Lesley Hines has been unable to discuss the workshop with Colin Campbell. Andy reported that Colin had retired from his clinical post and therefore may now not wish to be involved. Andy asked the group to consider what issues around WTD they would like to see included in such a workshop. Two initial ideas were 1) What has happened to middle grade staff who have been affected? 2) Hear the views of trainees who have been affected.

Action

AS to speak to Chrisantha Halahakoon to discuss if she would like to take the workshop forward. Members were asked to think of people to be involved or organisations that have developed innovative ways of working to address WTD issues, so that examples of good practice could be presented.

**Proposal to Regional innovation Fund** – A draft proposal was tabled. The main objective of the bid is to consider the development of Integrated Healthcare Models for children & young people.

This is the first stage of the Application process. If successful, we would be asked to provide more information and Stuart Poyner, as Chair of PiP, would be asked to support the application. The bid has to be submitted by end of December, for consideration in January 2010.

Action

Members to forward comments to Julia or Lesley as soon as possible.

**PiP Research Project** – Steve confirmed that the proposal has now been submitted - for consideration in February 2010. If successful, the doctoral student would work with PiP and Keele University.

**Paediatric Guidelines** – The 2008 / 10 Guidelines are currently being reviewed. The next edition is due to be finalised November 2010. Kay Hall and Paddy McMaster at UHNS produce the Guidelines, which form part of the Bedside Clinical Guidelines Partnership.

Issues regarding the distribution of Guidelines and who should be responsible within each Trust have been raised; it was suggested that either the person responsible for co-ordinating junior doctor training placement or medical staffing could be used.

Andy said that he had stepped down as co-editor. John Alexander at UHNS is continuing as co-editor. Andy asked for colleagues to consider taking on the role, this could either be PiP representative or other colleague from a member trust. Andy would be willing to provide training to an interested person.

**Questions asked:**

*What is the time commitment?*

The guidelines are sent out in batches of 4-5 at a time for review, with a deadline date for editing.

*Is there a personal spec for the role?*

Andy agreed to provide a personal spec which could be sent out to members of the Steering Group & put on the PiP website.

Actions

LH to follow up with each Trust who will be responsible for distribution in each organisation;

Steering Group reps asked to discuss with colleagues to see if anyone is interested in taking on the role of co-editor.

AS to draft personal spec LH for distribution and for the web site.

**Annual Report** – This has been finalised and sent out to all members of the Steering Group, Chairs of working groups, Lead Nurses and CEOs of all member Trusts. It has also been sent to several people at DH.

It was suggested that it should be sent to Directors of Children's Trusts in the West Midlands.

Suggestions for the next report: To include a list of the active work streams and Forward Work Programme. Additional comments on content and layout would be welcomed.

Actions

Comments on Annual Report to LH

LH to send copy of report to Directors of Children's Trusts

### **3. Regional Update – Swine Flu Plans**

Jonathan Howell reported that Specialised Commissioning had not been involved in the early planning for this, as not a statutory agency. PCTs were responsible for emergency planning. The Midlands Intensive Care Network has been co-ordinating plans and looking at the potential for using adult intensive care services, and transport arrangements.

### **4. Meeting with Sarah-Jane Marsh, CEO, BCH**

Andy and Julia recently met with Sarah-Jane. This was a positive meeting and BCH wish to be involved in the development of networks to resolve the workforce issues – particularly in relation to Gastroenterology and Paediatric Surgery.

There was some discussion about the 3-day event around Paediatric Surgery which the WMSCG had organised in October. An initial summary has been produced and circulated to all delegates; a fuller report will be circulated in the near future. As PiP has been involved in this work for some time, it was agreed that it should continue to support this work.

Gail Fortes Mayer said that initial reports had been sent to Chairs of the LCCBs, but that there had only been a few responses. It was agreed that it should be sent to all the PCT Children's Leads – those responsible for commissioning the services.

### **5. Finance**

The estimated financial position at end of March 2010 was tabled. Indication is that there will be a carry forward for 2010/11 of around £42K; however, some of this money is earmarked for specific projects e.g. PART, APLS, CSA training.

PiP is interested in organising and supporting educational events.

Action. Ideas to be forwarded to AS, JG or LH.

### **6. PiP's Work Programme for 2009**

Updated proforma including current and proposed work streams was tabled for information and discussion.

#### **Main issues highlighted:**

- Rheumatology Network: Parents & Young People's Educational Day took place on 14<sup>th</sup> November. The DVD has been completed with commissioner input from Tracey Malkin.
- Safeguarding Work: Jenny Hawkes is a member of a DH taskforce, whose aim is to address violence against Women, girls and boys. Prof. Sir George Alberti is leading this work. A children's sub-group of the taskforce is discussing the PIP CSA pathway at their December meeting. Jenny has developed a draft CSA contract service specification for consideration by Staffordshire PCTs and Staffordshire Police, in preparation for the opening of the SARC service. The RCPCH has also developed a draft service specification for CSA and will be working with PiP early in the New Year to see if the two specifications could

be merged to produce an example of good practice which could support multi-agency CSA commissioning.

- Paediatric Surgery: A summary briefing of the 3 - day event held in October was tabled.

Steve Cropper agreed to finalise the report on the Surgery standards early in the New Year, during his sabbatical.

- Gastroenterology: Jenny reported that there is the opportunity to progress the Gastro work via the development of a managed network across Cheshire and the North of the region. Loveday Jago and Anna Pigott have both been involved and there has been contact at Commissioner level.
- Open Meeting 2010: Suggestions for topics for next year included World Class Commissioning, Quality Improvement programmes – for example, CQUIN or QUIPP.  
Query as whether there was a Practice Based Commissioner or GP, with an interest in commissioning children's services, who may be interested in presenting?

## **7. Any Other Business**

**Modelling the Future 111** – Julia has recently spoken to Simon Lenton; this report is due for publication shortly.

**Child Health Development Programme** – Jonathan Smith said that it had recently been agreed that the CHDP would become a social enterprise.

**NCCIH Conference scheduled for the 1<sup>st</sup> February 2010** – Ed Peile is proposing to take a team from the West Midlands, which is currently a 'linked community'. Tracey Malkin (Stoke PCT) and Cheryl Sherratt (South Staffs PCT) have expressed interest in participating in this event.

**Andy Spencer – New role** – Andy Spencer has been appointed as National Clinical Lead at the NHS Information Centre for a two year period, three days a week. He will continue with his PiP and Neonatal work, with one day for clinical work.

**Confirmation of attendance/apologies for Steering Group Meetings** – Members were asked to either confirm their attendance or give apologies in good time before meetings. This will assist with the catering arrangements and production of documents to be tabled at the meeting.

**West Midlands Regional CAMHS Conference – 11/02/09.** Information concerning this had been circulated to Trusts.

## **8. Dates for meetings in 2010**

As Andy is taking on a new role, it was agreed to change the day for meetings to Mondays. However, this will be reviewed after the first two meetings have been held.

Dates for Steering Group Meeting 2010: Dates for next year confirmed as:

Monday 8<sup>th</sup> February

Monday 10<sup>th</sup> May

Monday 20<sup>th</sup> September ( NB: provisional)

December - to be confirmed at later date

**Dates and Time of next meeting:**

**Monday 8<sup>th</sup> February 2010**

**Lunch 1.30pm meeting 2pm-4pm - Stafford PGMC**

**Speaker: To be confirmed**

**Minutes prepared by: Lesley Hines, PiP  
December 2009**