

**MINUTES OF A MEETING OF THE
QUALITY IMPROVEMENT COMMITTEE
Tuesday 7 February 2017 at 1.30 pm
Main Lecture Theatre, Moor Lane Mills, Lancaster**

PRESENT:

Mrs S McGraw	Lay Member (Chair)
Dr M Flanagan	Secondary Care Doctor for the Governing Body
Dr D Knapper	GP Lead - Quality
Dr A Maddox	GP Executive Lead - Contracting, Finance and Quality
Mr K Parkinson	Chief Finance Officer/Director of Governance
Mrs M Williams	Chief Nurse

In attendance:

Mrs B Carter	Corporate Affairs Manager (Minutes)
Mr R Thompson	Senior Quality Manager for agenda item 10.0. (item 10/17)
Mrs J Westaway	Commissioning Manager for agenda item 5.0. (item 06/17)

Action

01/17 WELCOME AND INTRODUCTIONS

Sue McGraw (SMcG) welcomed members to the Quality Improvement Committee (QIC).

02/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Jacqui Thompson, Senior Manager - Planning and Partnership.

03/17 DECLARATIONS OF INTEREST

Declarations of interest were requested that would be relevant to the items to be discussed on the agenda. No declarations of interest were made. Recorded declarations of interest can be viewed on Lancashire North CCG's (LNCCG) website.

04/17 MINUTES OF THE LAST MEETING HELD ON 6 DECEMBER 2016

The minutes of the last meeting held on 6 December 2016 were agreed as a correct record.

05/17 **MATTERS ARISING INCLUDING REVIEW OF ACTION SHEET**

Action Sheet

The action sheet was reviewed and updated as follows:-

Item 103/16 - Assurance Framework and Risk Register Update - RR 69 Clinical. On today's agenda. Complete.

Item 105/16 - Mersey Internal Audit Agency (MIAA) Assurance and Accountability Report - LNCCG website. On-going.

Matters Arising

There were no matters arising.

06/17 **ASSURANCE FRAMEWORK AND RISK REGISTER UPDATE**

MW presented the report which updates the Quality Improvement Committee of changes to the Assurance Framework (AF) and Risk Register (RR) since the last report and provides assurance around Risk Management.

MW stated that there had been very little change to the report and highlighted the following areas:-

Assurance Framework - there are currently 14 risks which include 7 red risks. There have been no new risks added since the previous report dated 6 December 2016.

AF57 Governance - Failure to advance transparency in health care delivery and enhance the learning culture of services commissioned (all providers). Risk reduced from 15 to 12 given that the Quality Transition processes are aligning and triggering a review of current system governance processes.

AF58 Clinical - CCG assurance systems confirm that University Hospitals of Morecambe Bay NHS Foundation Trust (UHMBT) are able to sustain improvement as directed. A Quality Risk Summit is scheduled to be held on 15 February 2017 which will impact to reduce this risk.

AF80 Operations - Unknown staffing capacity for delivery of Better Care Together strategy, new models of working care delivery (Vanguard). Staffing requirements are currently not yet known for Better Care Together (BCT). Workforce level discussions are happening under BCT workforce groups.

AF147 Clinical - Ability to recruit and retain Registered Professionals across the health economy of providers. There are currently delivery issues around this risk.

Adequacy of Controls - MW highlighted AF145 which relates to Lancashire County Council and AF147 which relates to recruitment and retention and stated that the CCG is doing everything possible as a Bay.

Risk Register - there are currently 18 risks. There have been no new risks added since the previous report dated 6 December 2016. 4 new risks have been reduced since the last report.

RR69 Clinical - Adolescents with mental health problems are being managed on acute paediatric wards either whilst awaiting a Tier 4 bed or needing a “place of safety” eg because home placement has broken down. Update to be provided by Julia Westaway (JW) later in the meeting.

MW stated that due to the Boundary Change process a refresh and align of all policies will be carried out at a workshop session scheduled to be held at the QIC meeting on 6 June 2017.

JW jointed the meeting at this point.

A detailed discussion was held on CAMHS services. JW updated QIC on the following three areas:-

- 1) System views levels 3 and 4.
- 2) Links between CAMHS and third sector, including links within social care.
- 3) Where does CAMHS belong, mental health or children?

Following detailed discussions it was agreed that there was a need to review RR69. The review would take place at the workshop scheduled to be held on 6 June 2017.

JW highlighted the new refreshed Lancashire Children and Young People’s Resilience, Emotional Wellbeing and Mental Health Transformation Plan 2015 - 2016. A copy of the plan will be circulated to QIC members.

BC

RESOLVED:

The Quality Improvement Committee agreed changes to the risks described and noted actions to mitigate and also commented on the report.

07/17 **QUARTERLY FREEDOM OF INFORMATION REPORT**

Deferred to next meeting.

08/18 **QUALITY TRANSITION PROGRESS REPORT AND TIMEFRAME**

MW presented the report which clarifies the agreed reporting

processes, timescale and format of the final Quality Transition Report for Morecambe Bay CCG (MBCCG). The various stages were discussed and agreed at the Boundary Change Deep Dive exercise held on Wednesday 18 January 2017. QIC will receive the first report at the meeting scheduled to be held on 4 April 2017.

RESOLVED:

The Quality Improvement Committee noted the agreed the timescales and noted, commented and agreed the reporting format.

09/17 **QUALITY IMPROVEMENT AND ASSURANCE REPORT**

MW presented the report which ensures the Quality Improvement Committee, Membership Council, Governing Body and Executive Team are informed of LNCCG's quality activity, monitoring and actions. The areas covered align to the delegated duties of the Executive Chief Nurse. The following areas were highlighted from the report:-

Clostridium Difficile - MW briefed QIC members on the table within the report which highlighted the number of CDI cases from September 2016 to November 2016 across Lancashire CCG's. The numbers of cases within South Cumbria have not yet been confirmed. Cumbria CCG (CCCG) do not undertake PIRs for Cdiff. CCCG rates are significantly higher than LNCCG, Lancashire and national rates with no proven explanation.

Serious Incidents (StEIS), Never Events and HM Coroner Regulation 28 - there has been one never events reported by UHMBT in January 2017. MW stated that early proposals have been received how LNCCG, MLCSU and NECS will work together from 1 April 2017. It was noted that as many LNCCG cases as possible have been closed. From 1 April 2017 CPFT will be a new provider with a member from MBCCG appointed to the panel.

Care Quality Commission (CQC) Ratings - the CQC outcomes report for UHMBT is expected on 17 February 2017.

UHMBT Workforce - UHMBT are submitting a regular workforce update/dashboard to LNCCG for information. A significant number of new staff have joined the organisation in recent months. There is a need to train enough staff locally to ensure the workforce adequately meets the needs of the service.

Learning Disabilities (LD) (Transforming Communities - NHS England are very positive regarding the LNCCG position for LD. Post boundary change Cumbria CCG indicate a co-hort of six individuals are currently being supported through repatriation and a move into community settings.

RESOLVED:

The Quality Improvement Committee agreed the following:-

- **Agreed the detail covered in the report supports LNCCG to:-**
 - ❖ **Deliver its statutory duty.**
 - ❖ **Demonstrating outcomes which show the effectiveness of the services commissioned, the safety of the services provided and the quality of the experience of the patient.**
- **Agreed to forward to Membership Council and Governing Body.**

10/17 **DEPRIVATION OF LIBERTY SAFEGUARDS (DoLS) REPORT**

MW presented the paper which provides an update in relation to the Mental Capacity Act (MCA) 2005 and Deprivation of Liberty Safeguards (DoLS) in light of the Cheshire West Supreme Court Hearing 2014. The report shows the direct impact of the Supreme Court Ruling and the significant implications this has had on practice. The report outlines the principles of applying MCA/DoLS in practice and the continued support to ensuring the needs are being met of those adults who are most at risk within society. The report also highlighted the challenges being faced in light of the ruling in practice.

RESOLVED:

The Quality Improvement Committee noted the report for information.

11/17 **UHMBT MATERNITY KEY LINES OF ENQUIRY ASSURANCE/ OUTCOME REPORT**

MW presented the report which related to two StEIS reportable incidents involving UHMBT Maternity Services, one a Neo-natal death (NND) and the other a Post-Partum Haemorrhage (PPH) relating to Cumbria residents accessing services at Furness General Hospital which raised concerns for LNCCG, CCCG and NHS England.

Russell Thompson (RT) updated QIC members on the incidents and stated that UHMBT have been very helpful and open in sharing data with respect to the key lines of enquire (KLOE) and responded to all requests. A successful and positive maternity visit to Furness General Hospital was held which provided assurance with regard to policy, practice and implementation of policies. There is evidence to support that systems and process, along with positive elements of learning are currently in place giving significant assurance from these KLOE.

It was noted that there was not a need to escalate to NHS England and this could now be stood down from being a major concern.

RESOLVED:

The Quality Improvement Committee noted the activity and outcome.

12/17 **KEY ISSUES REPORTED INTO OTHER CCG MEETINGS**

The following items are reported into other CCG meetings:-

- Quality briefing to the Executive Team.
- Deep Dive discussions with Boundary Change Group.
- Boundary Change Group receives quality updates.

13/17 **CANCERS OF UNKNOWN PRIMARY**

Dr David Knapper (DK) presented the report. In April 2016 NHS England notified LNCCG stating that the CCG would be responsible for monitoring the action plan developed by UHMBT following the outcome of the Cancers of Unknown Primary (CUP) peer review. The final date for actions to be completed was February 2017.

The action plan has been discussed at the monthly Joint Quality meeting with LNCCG, CCCG and UHMBT. Confirmation has been received that the action plan is complete with the exception of access service user feedback.

QIC members discussed the action plan. Jacqui Thompson (JT) will be tasked to take outcomes of the action plan review into the Morecambe Bay Cancer Group once in place.

JT to take outcomes of the Cancers of Unknown Primary action plan review into the Morecambe Bay Cancer Group once in place.

JT

RESOLVED:

The Quality Improvement Committee noted the briefing.

14/17 **EQUALITY AND ENGAGEMENT UPDATE**

SMcG highlighted the following areas:-

Equality Delivery System Group - through the Listening Group people are being asked to come in and give a snap shot around equality.

Impact Assessments - it was noted that this section on the cover sheet of reports is not always completed. This is currently under review.

15/17 **GENERAL PRACTICE DIABETIC AUDIT**

Deferred to next QIC meeting scheduled to be held on 4 April 2017.

16/17 **HEALTHWATCH LANCASHIRE CARE HOME ENTER AND VIEW REPORT DECEMBER 2016**

Received for information.

17/17 **SAFEGUARDING DASHBOARD**

Received for information.

18/17 **MIAA QUALITY OF COMMISSIONED SERVICES DRAFT REPORT**

Received for information.

19/17 **SERIOUS INCIDENTS Q3 2016/17 UPDATE REPORT**

Received for information.

20/17 **ANTI-MICROBIAL RESISTANCE BAY WIDE COLLABORATIVE MINUTES 14 NOVEMBER 2016**

Received for information.

21/17 **LANCASHIRE NORTH CCG BTH COMMUNITY SERVICES CONTRACT SERVICE PERFORMANCE, DEVELOPMENT AND QUALITY MINUTES 10 NOVEMBER 2016**

Received for information.

22/17 **LANCASHIRE SAFEGUARDING CHILDREN BOARD MINUTES 9 SEPTEMBER 2016**

Received for information.

23/17 **UHMBT ASSURING QUALITY MEETING MINUTES 21 NOVEMBER 2016**

Received for information.

24/17 **MATTERS TO BE DRAWN TO NEXT GOVERNING BODY MEETING**

There were no matters to be drawn to the next Governing Body meeting.

25/17 **ANY OTHER BUSINESS**

MW stated that the first meeting of the QIC in MBCCG will be held on 4 April 2017 and therefore the Quality report will reflect the Bay. A refresh of the agenda will be undertaken with regards to minutes received for information etc. SMcG will Chair the next meeting followed by a new Chair for all future meetings.

SMcG thanked DK for his contributions to the QIC and wished him well on his retirement.

There was no other business.

26/17 **DATE AND TIME OF NEXT MEETING**

Tuesday 4 April 2017 at 1.30 pm in the Boardroom, Moor Lane Mills, Lancaster.