

NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting

AGENDA ITEM NO:13.....

Date of Meeting:8th January 2021.....

TITLE OF REPORT:	CCG Quality & Safety Committee Minutes	
AUTHOR:	Michael Robinson, Associate Director Integrated Governance & Policy	
PRESENTED BY:	Dr Jane Bradford, Clinical Director Clinical Governance and Safety	
PURPOSE OF PAPER: (Linking to Strategic Objectives)	For the Board to receive and review the minutes of the Quality and Safety Committee meeting held on 11 th November 2020.	
LINKS TO CORPORATE OBJECTIVES (tick relevant boxes):	Deliver the outcomes in the Bolton Joint Health and Care Plan.	
	Joint collaborative working with Bolton FT and the Council.	
	Supporting people in their home and community.	
	Shared health care records across Bolton.	
	Regulatory Requirement	
	Standing Item	√
RECOMMENDATION TO THE BOARD: (Please be clear if decision required, or for noting)	The Board is asked to approve the Minutes. There were no key points for the Board to note from these Minutes.	
COMMITTEES/GROUPS PREVIOUSLY CONSULTED:	CCG Quality & Safety Committee.	
REVIEW OF CONFLICTS OF INTEREST:	Conflicts of Interest are reviewed at every meeting.	
VIEW OF THE PATIENTS, CARERS OR THE PUBLIC, AND THE EXTENT OF THEIR INVOLVEMENT:	Patient views are not specifically sought as part of this report.	
EQUALITY IMPACT ASSESSMENT (EIA) COMPLETED & OUTCOME OF ASSESSMENT:	EIA and an assessment is not considered necessary for the report.	

MINUTES

CCG Quality and Safety Committee

Date: 11th November 2020

Time: 9.00am – 10.40am

Venue: Microsoft teams

Present:

Jane Bradford (Chair)	Clinical Director, Governance and Safety (JB)
Michael Robinson	Associate Director, Governance and Safety (MR)
Jayne Waite	Head Nurse for Personalisation and Choice (JW)
Zeida Ali	Lay Board Member (ZA)
Chris Haigh	Head of Medicines Optimisation (CH)
Helen Lilley	Nurse Board Member (HL)
Gill Baker	Head of Strategic Commissioning – Adult Acute and Community [GB]
Diane Sankey	Patient Safety & Governance Lead (DS)
Nicola Onley	Associate Director, Communication & Engagement (NO)
Leah Payne	Senior Officer, Healthwatch (LP)
Julia Darbyshire	Senior Officer (Healthwatch) (JD)

In attendance:

Minutes by:

Joanne Meaney	Personal Assistant (JM)
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Minute No.	TOPIC	
107/20	<p><u>Apologies for Absence</u> Apologies for absence were received from:</p> <ul style="list-style-type: none"> • John Tabor, GP clinical lead • Kaleel Khan, Designated Adults Safeguarding lead • Lynda Helsby. Associate Director, Primary Care & Health Improvement 	
108/20	<p><u>Declarations of Interest</u> The Chair reminded committee members of their obligation to declare any interest they may have on any issues arising at committee meetings which might conflict with the business of NHS Bolton Clinical Commissioning Group.</p>	

	<p>Declarations declared by members of the Quality and Safety Committee are listed in the CCG's Register of Interests. The Register is available either via the Board Secretary to the Governing Body or the CCG website at the following link: http://www.boltonccg.nhs.uk/about-us/declarations-of-interest</p> <p>C Haigh declared an interest in relation to his role at Health Innovation Manchester.</p> <p>The Chair took a few moments of respect for a former member of the clinical governance team who sadly passed away as a result of covid.</p>	
<p>109/20</p>	<p><u>Minutes from the last meeting held on 8th September 2020 and action log</u> The minutes of the meeting held on 8th September 2020 were approved as a correct record.</p> <ul style="list-style-type: none"> - Healthwatch – GP incident – JB updated that a number of incidents would be collated and taken through the next meeting of the clinical leads; - Mandated training has been escalated with relevant directors; 	
<p>110/20</p>	<p><u>Communications and Engagement</u> NO updated that the flu campaign plans are progressing well. The Flu fairy packs have been issued and linking in with Age UK and a number of other organisations to get messages out into peoples homes. Working with Flohesion for a number of videos in different languages fronted by community members to reach into the BAME community and a joint piece of work is ongoing with BCOM on flu.</p> <p>The team are continuing to support primary care colleagues, the CCG and all partners with covid related messages.</p> <p>In relation to staff, a staff survey is due to be issued relevant to the current situation, working from home and coping mechanisms.</p> <p>The Chief Officer is to issue a thank you to staff which will be sent to all home addresses.</p> <p>Noted</p>	
<p>111/20</p>	<p><u>Healthwatch Update</u> <u>Information advice and guidance report</u> Members noted the update report and the following areas where highlighted :</p> <ul style="list-style-type: none"> - NHS dentistry continues to dominate enquiries. Healthwatch have been in contact with GM colleagues and set up regular meetings which have been useful to share local intelligence; - Working on patient stories in relation to dental enquiries and a health and social care survey; 	

	<ul style="list-style-type: none"> - 10 enquiries were related to GP practices which were escalated to the CCG. In relation to the 13 year old it was noted that there is strict criteria for referral across GM through EUR policies, unless there are exceptional circumstances; - DS updated that the flu vaccine enquiry is now a formal complaint and any further learning to be fed back; - HL queried generally on dentistry for children and asked if there have been any more rising admissions for urgent dentistry at the acute hospital because of lack of access. It was reported that the GM Recovery Cell Group are addressing this and working is taking place with schools in respect of teeth brushing; - GB updated that work is taking place locally with BFT regarding the increase in A&E attendances for dentistry issues around the offer for urgent dental purposes, with analysis and working with GM colleagues. This has been escalated through UECB and NHSE commissioners to ensure there is the capacity in urgent dental services for OOH support <p>JB updated that a recent Healthwatch report on Hospital admissions had been discussed through CCG Executive and that it would be useful to bring this to the next meeting.</p> <p>Members noted the update</p>	LP/JD
112/20	<p><u>Governance and Safety Report</u></p> <p>The Committee received a copy of the Governance and Safety report for month 1. It was highlighted that the numbers of dropped from quarter one last year and that due to capacity in the team there is a backlog of nursing homes incidents yet to be recorded.</p> <p>Members received within the report a copy of the Governance and Safety newsletter for information which includes learning from incidents.</p> <p>Members of the Committee noted the report</p>	
CLINICAL EFFECTIVENESS		
113/20	<p><u>Nursing Home / Domiciliary Agency report</u></p> <p>The report detailed the current nursing home ratings across the 11 homes, with 6 rated overall as good.</p> <p>Millview – recently been made aware through safeguarding intelligence of a pending court case for February 2021 concerning actions of home in dealing with a carer and allegations of abuse on the residential unit;</p> <p>There are 4 homes rated requiring improvement :</p> <p><u>Farnworth</u> – recently re-inspected awaiting results – the estate work required has been addressed;</p> <p><u>Shannon court</u> – a recent spike in incidents being reported</p>	

	<p>No nursing homes are rated inadequate.</p> <p>Swallowfield Gardens is a new provider and there has been some adverse publicity on social media regarding a death from covid and an investigation is ongoing regarding this.</p> <p><u>Domiciliary</u> Rightcare – notification of breach by CQC. Patients have received a telephone review and no concerns have been voiced by the patients or their families. The provider took voluntary suspension to new packages until the end of October.</p> <p><u>Personal health budget direct payment</u> There has been an allegation against a patient by a family member reported by the PA. This has not been substantiated following investigation.</p> <p>Covid update – there is currently one outbreak in one home.</p> <p>Members noted the detailed update</p>	
114/20	<p><u>Serious Incidents Report</u> The report updated that there are 7 ongoing serious incidents and one never event related to retained part of a drain.</p> <p>All Trusts and CCGs are required by 30 November 2020 to appoint a Patient Safety Specialist to provide senior leadership, visibility and expert support to patient safety work in their organisations. It was noted that Mike Robinson had been appointed to the role for Bolton CCG.</p> <p>Learning from the LeDeR reports has been included learning in Q&S newsletter and the annual report has been presented to the CCG Board.</p> <p>A thematic review of GM Wide serious incidents reported by GMMH in 2019/2020 has been carried out and a copy of the report was attached for information.</p> <p>Members noted the report.</p>	
115/20	<p><u>Safeguarding update</u> No formal report this month. MR updated that the CCG are well on track with assurances from providers. It was noted that week commencing 16.11.20 is Adult Safeguarding Week with a focus on domestic abuse and violence.</p> <p>Members noted the update</p>	
	PATIENT SAFETY	
116/20	<p><u>NICE Quality Standard Review</u> JB reported that the team are endeavouring to undertake reviews and it has been agreed that more clinical discussion is required and it is proposed that</p>	

	<p>prior to sending quality standards out to CCG colleagues that liaison with the Trust takes place and then discussion through CSOG.</p> <p>Noted</p>	
117/20	<p><u>EUR Project Group update</u> Members received for information a copy of the GM EUR Annual report under the banner of clinical effectiveness, reassurance and engagement with GM EUR policy development. NHSE are looking at this work and released evidence base interventions and are under a period of consultation nationally.</p> <p>MR to bring back an update to a future meeting.</p>	MR
118/20	<p><u>Bolton External Log Report</u> Received for information. DS highlighted that the full report regarding the mental health review of the death of a young girl in Queens Park is awaited.</p> <p>Noted</p>	
119/20	<p><u>GM Quality Board papers and dataset</u> Stakeholder return received for information. No significant issues highlighted.</p> <p>Noted</p>	
	<u>Items for Information</u>	
120/20	<p><u>Notes of associated meetings</u> Received for information.</p> <p>Members recognised BFT pressures as a consequence of the second wave and elective work has been paused. National command and control structure being discussed. Clinical validation and priority of patients on waiting lists is being undertaken. Working with GM colleagues as oversight, green site capacity utilisation.</p> <p>For reassurance outpatients is still running and patients are being encouraged to access health care where needed, focus on cancer patients being prioritised.</p>	
121/20	<p><u>Any Other Business</u></p>	
121.1	<p>CH reported that the Smash tool, a patient safety tool risk of combination of drugs is now live.</p>	
121.2	<p>MR informed members that an update on Bolton Care Record to highlight quality benefits will be brought to the next meeting.</p>	MR
121.3	<p>Quarterly quality assurance with GM – MR informed members that he and DS will join a call with GM with the focus on CHC, LD reviews, patient safety specialist role, mental health, waiting times and ambulance turnaround.</p>	

	Noted	
122/20	<u>Items for the next or future meetings</u> <ul style="list-style-type: none"> - LPS update - Quality Strategy Update - SI Framework - EDHR Annual Publication - Bolton Care Record update - NHSE EUR consultation - Healthwatch Hospital Admission report 	
123/20	<u>Chair reflection and significant decisions/actions/risks that may need reporting to the Board through these minutes</u> <p>-</p>	
124/20	<u>Time and Date of Next Meeting</u> Agreed as 12 th January 2021 at 9am	