

NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting

AGENDA ITEM NO:15.....

Date of Meeting:12th February 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 13 th January 2021.	
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. The key points to note from the minutes are:- <ul style="list-style-type: none"> • Safeguarding mandatory training. 	
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: 13th January 2021

Time: 9.00am –

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)
John Tabor	GP Clinical lead (JT)
Kaleel Khan	Designated Adults Safeguarding lead (KK)

In attendance:

Minutes by:

Joanne Meaney	Personal Assistant (JM)
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Minute No.	TOPIC
1/21	<p><u>Apologies for Absence</u> Apologies for absence were received from:</p> <ul style="list-style-type: none"> Lynda Helsby, Associate Director, Primary Care and Health Improvement
2/21	<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>3/21</p>	<p><u>Minutes from the last meeting held on 11th November 2020 and action log</u> The minutes of the meeting held on 11th November 2020 were approved as a correct record.</p> <p><u>LPS update</u> - awaiting the issue of the Code of practice on LPS</p> <p><u>GM Dental Practice Teams update</u> - Several meetings held by Emma Hall-Scullin, Consultant Dental Public Health, Public Health England North West, Lynne Smith, Dental Education Manager, North West region and Dr M K Mushtaq BDS (Lond), (Chair Heywood, Middleton & Rochdale and Bury LDC).</p> <p><u>Outcomes</u> - A task and finish will be set up to look at developing a rolling safeguarding training programme</p> <p><u>NHS England oversight</u> - Separate meeting held with NHS England safeguarding team to have oversight of the dental practice teams safeguarding training programme</p> <p><u>Concerns</u> - NHS England are pushing for CCG safeguarding teams to be the Single Point of Contact for enquires and concerns by Dental Practices. Kaleel Khan has challenged this due to capacity and overstretched workloads. Wigan CCG supports the proposal using the assurance and accountability framework and the roles of designated nurses and professionals. Bolton CCG Safeguarding do not support the proposal as it stands.</p> <p><u>Outcomes</u> - The proposal around CCG safeguarding teams to offer advice and support to all dental practices to be taken to the GM children and adult networks for a further debate.</p> <p><u>Liberty Protection Safeguards (LPS)</u> - NHSE England, National Head of Safeguarding, Kenny Gibson has advise no work around LPS in the health system until the LPS Code of Practice is released by the government. No further update.</p>	
<p>4/21</p>	<p><u>Communications and Engagement</u> NO updated in relating to work with BCOM regarding the flu leaflet which has been endorsed and distributed.</p> <p>The activity on vaccination commenced mid-November under formal sign off through the command control structure of GM and regional teams.</p> <p>A survey on social media shared by partners received 4000 responses, 70% of people have indicated vaccination uptake. This is a good intelligence platform to be used for channelling comms and engagement. NO agreed to share a copy of the toplines of this survey with members.</p> <p>The communication team are in the process of developing a leaflet to be distributed to all households.</p> <p>A lot of work is taking place in respect of literature and communications in relation to the commencement of the vaccination programme. Executive members are working hard to ensure that the most up to date information and consistent messages are cascaded to all partners. A household distribution leaflet</p> <p>Noted</p>	<p><u>NO</u></p>

<p>5/21</p>	<p><u>Healthwatch Update</u> <u>Information advice and guidance report</u> Members noted the update report and the following areas where highlighted against the 34 enquiries :</p> <ul style="list-style-type: none"> - Positive feedback in relation to attendance at Lever Chambers for covid vaccination; - Positive assurance given to a patient attending the FT in relation to a mammogram; - NHS dentistry – continue to signpost people to the GM urgent dental care service. In September 2020, Healthwatch England (HWE) published a report 20201208_A_review_of_our_evidence_Q2_2020-21.pdf (healthwatch.co.uk). This report has been supported by the British Dental Association. We are in the process of gathering local intelligence to feedback to HWE; - Contact from a Local councillor in relation to a range of issues and a meeting been arranged to discuss the concerns. LP and DS to discuss prior to meeting; - Enquiry regarding patient waiting times and face covering reinforcement, HWB are still awaiting the patient to contact to discuss this further. <p>Members noted the update</p>	<p><u>LP/DS</u></p>
<p>6/21</p>	<p><u>Governance and Safety Report</u> The Committee received a copy of the Governance and Safety report detailing activity during Quarter 2 [1 July to 30 September] and outlined information in relation to the covid issues which have been addressed.</p> <p>There has been a slight increase in the number of incident reports from nursing homes and GPs compared to the previous quarter.</p> <p>There has been an increase in the transfer care issues from primary care which have been raised with the FT by Clinical Directors.</p> <p>The FOI compliance remains at 100%.</p> <p>Members of the Committee noted the report</p>	
<p>CLINICAL EFFECTIVENESS</p>		
<p>7/21</p>	<p><u>Nursing Home / Domiciliary Agency report</u> The report detailed the current nursing home ratings. There are currently 7 nursing homes out of 11 who are CQC rated 'good'. Farnworth Care Home has recently been inspected and is now rated 'good' in all domains. The remaining 4 homes are rated requiring improvement.</p> <p>Shannon Court (RI) - The home is due for re-inspection.</p> <p>Four seasons has been re-inspected remaining RI. The home is much improved and there are no major concerns from a CCG perspective.</p> <p>Covid update – the number of positive cases are rising related more to staff than residents. The vaccination programme for homes and staff is rolling out with an expected completion by the end of January. Laburnum lodge is currently closed to admissions due an outbreak.</p>	

	<p>The Tunstall initiative which is specific to Bolton relates to work on sepsis and the deterioration of patients has been decommissioned by the CCG, alternative arrangements for the deployment of equipment will be put into place.</p> <p>FNC team continue to support the quality initiative and assurance and improvement work. The team undertake targeted visits and are addressing backlog from the first wave</p> <p>Domiciliary care – there has been some social media grievances in relation to one provider. This is not a CCG package and arrangements are in place to discuss the concerns with the provider.</p> <p>SIF – a virtual safe environment to discuss provider concerns has been moved to 3-weekly.</p> <p>FNC complaints relating to funding are being addressed through normal processes.</p> <p>Pressure Ulcer Collaborative – bi-monthly basis, ad hoc due to current circumstances</p> <p>HW queried the conversion rate for placement and JW agreed to provide this separately from the fortnightly reporting. Vacancies exist in homes but the picture is improving.</p> <p>Members noted the detailed update</p>	<u>JW</u>
8/21	<p><u>Serious Incidents Report</u></p> <p>The report updated the Committee on patient safety incidents (SIs) or ‘never events’ reported by Providers and Bolton CCG to the NHS Strategic Executive Information System (StEIS) and Regulation 28 (Prevention of future deaths) reports issued by HM Coroner .</p> <p>DS informed the Committee that the never event related to the Blackburn area regarding dental treatment.</p> <p>Members noted the report.</p>	
9/21	<p><u>Safeguarding update</u></p> <p>The committee received the Quarter 3 report submitted to NHSE.</p> <p>There are 10 statutory reviews ongoing and action plans in process.</p> <p>Mandatory training remains a ‘red indicator’ with staff from three departments still to complete.</p> <p>There are good arrangements in place in respect of assurances with providers and the safeguarding team continue to have oversight of CCG contracts.</p> <p>The Section 42 case for a Bolton practice has now closed down.</p> <p>No specific concerns for child and adult safeguarding.</p>	

	<p>Members noted the update. The Chair requested that the safeguarding team liaise with the three departments to ensure that staff undertake level 2 or 3 whichever is specific to the individual and provide an interim update directly</p>	KK
	PATIENT SAFETY	
10/21	<p><u>NICE Quality Standard Review</u> JB highlighted the update given at the last meeting that on reflection it was agreed that more clinical discussion was required on these reviews and it has been to take through Clinical Standards Oversight Group respectively.</p> <p>The attached report detailed the reviews undertaken and key messages will be taken through clinical leads.</p> <p>Noted</p>	
11/21	<p><u>Bolton Care Record update</u> The report, received for information, gave an update on the implementation and progress of the Bolton Care Record.</p> <p>CH reported that having the BCR is a huge advantage from a prescribing perspective.</p> <p>Members noted the update report</p>	
12/21	<p><u>Ockenden Report</u> The Committee received a copy of the report for information which detailed the emerging findings and recommendations of the independent review of maternity services at The Shrewsbury and Telford NHS Trust.</p> <p>Providers were requested to respond to this review and the Trust are at various levels of compliance and have been fairly open and transparent in their response.</p> <p>There are a number of recommendations detailed throughout the report to which the Trust will need to respond to in addition to their first response.</p> <p>A meeting has been arranged to meet with the Director of Nursing and Head of Midwifery at Bolton FT to discuss the report and actions.</p> <p>The Committee are scheduled to receive an update from the FT governance team at the March meeting and will receive an update on recommendations and actions.</p> <p>Members noted the report</p>	
13/21	<p><u>CQC Report</u> The report informed the Committee of the Care Quality Commission (CQC) reports published from 1st September to 31st December 2020 for GP practices, nursing and residential homes in Bolton; local hospitals; and other health organisations.</p> <p>Four inspections of healthcare providers and care homes have taken place with the majority indicating a 'green' rating.</p> <p>The Bolton practice who received an inadequate rating overall in December has been re-inspected and it was found that improvements had been made under each of the key questions previously inspected. The practice has now received an overall rating of good.</p>	

	Members noted the report	
14/21	<u>Bolton External Log Report</u> Received for information. Noted	
15/21	<u>GM Quality Board papers and dataset</u> Stakeholder return received for information. No significant issues highlighted. Noted	
	<u>Items for Information</u>	
16/21	<u>Notes of associated meetings</u> Received for information. DS highlighted that the Quality Assurance meeting discussed the Quality Strategy which includes lots of positives including linking into Patient & Carer experience, Quality Improvement training & Induction, QI apprenticeship programme, Human Factors training review, BAME programme includes QI element and the BFT aims include preventing harm creating a continuous learning culture. DS to circulate a copy of the BFT Quality Strategy to members for information.	<u>DS</u>
17/21	<u>Any Other Business</u>	
17.1	MR indicated that it would be useful for the Committee to receive an update on Health Innovation Manchester role in the system, initiatives and interface. CH to give an update at a future meeting.	<u>CH</u>
17.2	GB updated in relation to increasing pressure of covid challenging the Trust and discussions are taking place with regard to ambulance handovers and the ability for patients to be safely handed over when presenting with covid symptoms. A focus as part of the third wave is timely discharges.	
17.3	JB informed the Committee that concerns had been raised in relation to cardiology and a meeting has been arranged to discuss clinical prioritisation. Noted	
18/21	<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 - NHSE EUR consultation - Health Innovation Manchester update 	
19/21	<u>Chair reflection and significant decisions/actions/risks that may need reporting to the Board through these minutes</u> <ul style="list-style-type: none"> - Safeguarding mandatory training 	
20/21	<u>Time and Date of Next Meeting</u> Agreed as 10 th March 2021 at 9am	