

<b>Date:</b>	13 <sup>th</sup> April 2017
<b>Meeting:</b>	Governing Body
<b>Item Number:</b>	9.9
<b>Public/Private:</b>	Public <input checked="" type="checkbox"/> Private <input type="checkbox"/>

<b>Author:</b> <i>(Name, Title)</i>	Catherine Wylie Director of Nursing & Quality
<b>GB Lead:</b> <i>(Name, Title)</i>	Catherine Wylie
<b>Director approval</b>	Catherine Wylie


<b>Report Title:</b>
CCG Quality Group Notes
<b>Decisions to be made:</b>
To receive and note

<b>Continue to improve the quality of services</b>	<input checked="" type="checkbox"/>	<b>Improve patient experience</b>	<input checked="" type="checkbox"/>
<b>Reduced unwarranted variations in services</b>	<input checked="" type="checkbox"/>	<b>Reduce the inequalities gap in North Lincolnshire</b>	<input checked="" type="checkbox"/>
<b>Deliver the best outcomes for every patient</b>	<input checked="" type="checkbox"/>	<b>Statutory/Regulatory</b>	<input type="checkbox"/>

<b>Executive Summary (Question, Options, Recommendations):</b>
<p>The Quality Group minutes dated 28<sup>th</sup> December 2016 are attached for the CCG Governing Body to receive and note, for information only.</p>

<b>Equality Impact</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Sustainability</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Risk</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Legal</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Finance</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

<b>Patient, Public, Clinical and Stakeholder Engagement to date</b>									
	<b>N/A</b>	<b>Y</b>	<b>N</b>	<b>Date</b>		<b>N/A</b>	<b>Y</b>	<b>N</b>	<b>Date</b>
<b>Patient:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Clinical:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Public:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Other:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<b>MEETING:</b>	NHS North Lincolnshire Clinical Commissioning Group Quality Group	 <b>QUALITY GROUP</b>
<b>MEETING DATE:</b>	28 <sup>th</sup> December 2016	
<b>VENUE:</b>	Boardroom, Health Place, Brigg	
<b>TIME:</b>	14:00- 15:45	

<b>PRESENT:</b>		
<b>NAME</b>	<b>TITLE</b>	<b>SERVICE/AGENCY</b>
Catherine Wylie (CW) (Chair)	Director of Nursing and Quality	NHS North Lincolnshire CCG
Dr Robert Jaggs-Fowler (RJF)	CCG GP Member/Director of Primary Care /Named Doctor for Safeguarding (Adults & Children)	NHS North Lincolnshire CCG
Hazel Moore (HM)	Head of Nursing	NHS North Lincolnshire CCG
Dr Anita Kapoor (AK)	CCG GP Member	NHS North Lincolnshire CCG
Dr Faisal Baig (FB)	CCG GP Member	NHS North Lincolnshire CCG
John Pougher (JP)	Head of Governance	NHS North Lincolnshire CCG
Ian Reekie (IR)	CCG Lay Member, Patient & Public Involvement	NHS North Lincolnshire CCG
Jane Ellerton (JE)	Senior Manager; Commissioning	NHS North Lincolnshire CCG
Chloe Nicholson (CN)	Quality Lead: North & North East Lincolnshire CCG	NHS North Lincolnshire CCG
<b>IN ATTENDANCE:</b>		
Katie Thomas (KT) (Note taker)	Project Officer/ Personal Assistant	NHS North Lincolnshire CCG
Gemma McNally (GMC)	Strategic Lead Pharmacist (North East Lincolnshire CCG and North Lincolnshire CCG)	North East Commissioning Support
Sarah Glossop (SG)	Designated Nurse: Safeguarding Children and Adults	NHS North Lincolnshire CCG
Sally Bainbridge (SB)	Specialist Nurse	NHS North and North East Lincolnshire CCG

<b>APOLOGIES:</b>		
<b>NAME</b>	<b>TITLE</b>	<b>SERVICE/AGENCY</b>
Gary Johnson (GJ)	Patient Safety Lead	NHS North Lincolnshire CCG
Linda Taylor (LT)	Specialist Nurse Infection Prevention and Control	NHS North Lincolnshire CCG

<b>SUMMARY OF DISCUSSION</b>	<b>DECISION/ACTION</b> (including timescale for completion or update)	<b>LEAD</b>
<b>1.0 APOLOGIES AND QUORACY</b>		
Apologies were noted as detailed above. It was noted that the meeting was quorate to proceed.	<b>Decision:</b> Noted	Chair
<b>2.0 DECLARATION OF INTERESTS</b>		
CW invited those with any additional Declarations of Interest in relation to the agenda or not declared previously, to make them known to the meeting. IR declared a potential conflict of interest in relation to item 7 as his wife works as part of the reception team at the Spire. No other declarations were raised.	<b>Decision:</b> Noted	Chair



Single Item QSG meeting will be going into the diaries imminently.		
<b>8.0 LEARNING DISABILITY SITE VISIT REPORT</b>		
The report was noted by the group. FB briefly updated the group on the findings from the visit on 7 <sup>th</sup> December. It was confirmed that the CCG has approved recurrent funding. The staff morale was said to be high. It was highlighted that there is some slight anxiety from staff that the service may not be situated at the Iron stone centre in the future. However, FB assured the group that the team were delivering the CCG priorities.	<b>Decision:</b> Noted	FB
<b>9.0 EMERGENCY PREPAREDNESS RESILIENCE RESPONSE POLICY</b>		
Item deferred to January meeting.	<b>Decision:</b> Deferred	JK
<b>10.0 MANDATORY TRAINING 6 MONTHLY UPDATE</b>		
Item deferred to January meeting.	<b>Decision:</b> Deferred	PL
<b>11.0 LEARNING, CANDOUR AND ACCOUNTABILITY</b>		
The summary report was noted by the group.	<b>Decision:</b> Noted	IR
<b>PATIENT EXPERIENCE</b>		
<b>12.0 COMPLAINTS ANNUAL REPORT</b>		
Item deferred to April meeting.	<b>Decision:</b> Deferred	CS
<b>13.0 FREEDOM OF INFORMATION REVISED POLICY</b>		
The group agreed to approve the revised policy.	<b>Decision:</b> Approved	JP
<b>14.0 ANY OTHER BUSINESS</b>		
No items were raised for discussion.	<b>Decision:</b> Noted	Chair
<b>15.0 IDENTIFICATION OF ANY NEW RISKS FROM BUSINESS DISCUSSED</b>		
None	<b>Decision:</b> Noted	Chair
<b>CLINICAL EXCELLENCE</b>		
<b>16.0 MEDICINES MANAGEMENT/PRESCRIBING/PHARMACEUTICAL REBATES UPDATE</b>		
<p>GMcN provided a verbal update. Specific areas were highlighted/discussed as follows:</p> <ul style="list-style-type: none"> <li>The financial position is still forecasting an overspend. The team has recorded a £240,000 saving in the year, which hasn't managed to get rid of the overspend. However, colleagues were confirmed to be working to clarify whether the 6 practices with the biggest overspends are showing a true position. The team will be looking at demographics and population.</li> <li>The community nursing £800,000 overspend was noted. There was a discussion around the budget not being set</li> </ul>	<b>Decision:</b> Noted	GMc



CW presented the paper on LT's behalf. The group requested that LT change the colour coding. It was confirmed that performance is doing well, CDIF and MRSA well in trajectory. There is one practice still to be audited. CW confirmed that she met with the new vaccinations manager from NHS England and North Lincolnshire has recruited a new co-ordinator that will be starting in the New Year to work out where North Lincolnshire sit nationally and how improvements can be made.	<b>Action:</b> LT to change colour coding.	Chair
<b>23.0 NORTH LINCOLNSHIRE CCG SERIOUS INCIDENT REPORT: NOVEMBER</b>		
The report was noted. CW suggested some wording be considered as in the public domain.	<b>Decision:</b> Report noted	Chair
<b>24.0 NORTH LINCOLNSHIRE CCG INCIDENT AND SERIOUS INCIDENT MEETING MINUTES</b>		
The minutes of the meeting on the 26 <sup>th</sup> October 2016 and the 30 <sup>th</sup> November 2016 were taken as read and noted.	<b>Decision:</b> Minutes received	Chair
<b>25.0 NORTHERN LINCOLNSHIRE AND GOOLE NHS FOUNDATION TRUST COLLABORATIVE SERIOUS INCIDENT MEETING MINUTES</b>		
The minutes of the meeting on the 26 <sup>th</sup> October 2016 and the 30 <sup>th</sup> November 2016 were taken as read and noted.	<b>Decision:</b> Minutes received	Chair
<b>26.0 NHS111 UPDATE: MONTH 7</b>		
Item deferred to January meeting.	<b>Decision:</b> Deferred	RB
<b>27.0 ANY OTHER BUSINESS</b>		
No items were raised for discussion.	<b>Decision:</b> Noted	Chair
<b>28.0 IDENTIFICATION OF ANY NEW RISKS FROM BUSINESS DISCUSSED</b>		
None	<b>Decision:</b> Noted	Chair
<b>CQC REPORTS</b>		
<b>29.0 CQC INSPECTION UPDATES</b>		
<b>Care homes</b> Paper taken as read and noted. CW highlighted that a new health and social care standards board has now been set up of which Janice Keilthy is the Chair. It was explained that the board has been set up to encourage an integrated quality approach between health and the local authority to work alongside and support care homes and domiciliary providers. It was reiterated that CQC have highlighted a higher proportion of good or outstanding care homes in the area. Hilltop and Haverholme have had significant improvements noted.	<b>Decision:</b> Noted	Chair
<b>GP practices</b> Paper noted.	<b>Decision:</b> Noted	Chair
<b>INFORMATION GOVERNANCE</b>		
<b>30.0 INFORMATION GOVERNANCE/ TOOLKIT UPDATE</b>		
The group were updated that eMBED have not been fully staffed, resulting in the CCG have not receiving the support they have had previously. A local manager has been appointed as a temporary interim that will support the CCG (Kath Allen). JP will be meeting with	<b>Decision:</b> Update Noted	JP

her on 29/12/16, and should have a more detailed picture of the position for the information toolkit submission. This risk needs to be featured on the risk register. It was also discussed whether the CCG may be weak in information asset owners. IH should now be identified as the SIRO.		
<b>31.0 NOTIFICATION OF ISSUES FROM INFORMATION GOVERNANCE GROUP</b>		
N/A	<b>Decision:</b> Noted	Chair
<b>32.0 ANY OTHER BUSINESS</b>		
No items were raised for discussion	<b>Decision:</b> Noted	Chair
<b>33.0 IDENTIFICATION OF ANY NEW RISKS FROM BUSINESS DISCUSSED</b>		
New risks identified for information toolkit by year end.	<b>Decision:</b> Noted	Chair
<b>CONTRACT QUALITY ISSUES</b>		
<b>34.0 CQUIN UPDATE</b>		
The paper was taken as read. The challenges set out in the paper were briefly discussed and the core objectives of national schemes.	<b>Decision:</b> Noted	CN
<b>35.0 LOCAL KPI UPDATE</b>		
The paper was noted by the group.	<b>Decision:</b> Noted	CN
<b>36.0 ANY OTHER BUSINESS</b>		
None	<b>Decision:</b> Noted	Chair
<b>37.0 IDENTIFICATION OF ANY NEW RISKS FROM BUSINESS DISCUSSED</b>		
The awaited outcome of the NLaG CQC inspection was highlighted as a new risk.	<b>Decision:</b> Noted	Chair
<b>MEETING NOTES FROM OTHER GROUPS</b>		
<b>38.0 ISSUES REFERRED FROM OTHER SUB GROUPS OF THE GOVERNING BODY</b>		
None	<b>Decision:</b> Noted	Chair
<b>FOR INFORMATION</b>		
<b>39.0 NLAG CANCER BREACH POLICY</b>		
The policy was taken as read and noted. It was confirmed that a wider working group had been responsible for the development of the policy. David Thomson had been the representative from the CCG and it was confirmed that the policy has been signed off by each acute provider.	<b>Decision:</b> Noted and received for information.	Chair
<b>ANY OTHER BUSINESS</b>		
<b>40.0 URGENT ITEMS BY PRIOR NOTICE</b>		
No items were raised for discussion.	<b>Decision:</b> Noted	Chair
<b>41.0 DATE AND TIME OF NEXT MEETING</b>		
Wednesday 25 <sup>th</sup> January 2017 at 14:00 Meeting room 2 , Health Place, Brigg	<b>Decision:</b> Noted	Chair