

REPORT CLASSIFICATION	✓	CATEGORY OF PAPER	✓
Official	✓	Proposes specific action	
Official: Sensitive Commercial		Provides assurance	✓
Official: Sensitive Personal		For information only	

BOARD

26 September 2023

Report Title:	Approved minutes from the Quality and Safety Committee – meeting held on 11 May 2023.
Purpose of report	
To provide the Board with an overview of the discussions at the meeting of the Quality and Safety Committee held in May 2023, including the approved minutes for assurance.	
Key points	
<p>The confirmed minutes from the meeting of the Quality and Safety Committee held on the 11 May 2023 are attached at Appendix 1.</p> <p>The Committee considered several issues and supporting papers including:</p> <p>Area quality exception reports/key risks, issues and assurances from Cumbria, North, Central and Tees areas - The Directors of Nursing gave a brief presentation outlining the current risks and issues within each of the four geographical areas within the ICB. The Committee discussed common themes and suggested areas where the Committee could do a 'deep dive' at future meetings – namely continuing healthcare and safeguarding.</p> <p>The Committee also received an update concerning area quality reporting that will be presented to the Committee in future. Work was underway to design the format and content of the reports which were to be presented to the Committee at the next meeting.</p> <p>Patient involvement and experience – the Committee received an update on how the ICB was involving people in conversations around health services at community, place, area and ICB-wide levels. The report provided a high-level summary of some key activities currently taking place across the NENC region to actively support the implementation of the strategy and provided assurance of the ICB's commitment to listening to patient experience and voice.</p> <p>Complaints report (Quarters 3 and 4) - the Committee received the reports which provided assurance on the fulfilment of the ICB's statutory responsibilities regarding complaints management. The reports provided an overview of the issues raised in complaints/concerns during the time periods, along with identified learning from the complaint investigations. The main categories were continuing healthcare and Covid 19 issues. The transfer of accountability of</p>	

primary care complaints from NHS England to ICBs took place on 1 April 2023 and the staff/resources from 1 July 2023. A key risk associated with this transfer included the identification of resources for a clinical review of complaint findings.

Transforming Care update – An update was provided on the on Transforming Care programme for people with learning disabilities and autistic people, identifying the main elements and priority actions. The programme aimed to meet the NHS Long Term Plan deliverables for people with a learning disability and autistic people by having the right care and support available in the community. At the end of March 2023 there were 162 adults in hospital – which was 37 people above the inpatient trajectory and seven young people under the age of 18 which was below trajectory.

Excess Mortality and the Summary Hospital-led Mortality Indicator (presentation) –the Committee received a comprehensive presentation concerning excess mortality and the summary hospital-led mortality indicator (SHMI) data. The discussion highlighted the difficulties in unravelling the issue of excess mortality from the data available. The usefulness of the SHMI data had been adversely impacted by the pandemic but still provided valuable data to try and understand the causes of excess mortality over time.

Risk register – the Committee received the risk report highlighting the quality and safety risks. Two new risks were included in the report, one concerning the difficulty of finding and maintaining suitable placements for patients with complex needs, and the other concerning high levels of potential suicides identified across the NENC which has the highest suicide rate in England. An action was identified for risk owners to review the residual risk scores to ensure these were scored appropriately.

Patient voice sub-group terms of reference – The Committee received a proposal to establish a patient voice sub-group as a formal sub-group of the Committee. Its focus would be to:

- Champion robust and meaningful patient and public involvement underpinned by principles of equality and inclusion
- Oversee involvement and engagement activities to provide assurance to the Quality and Safety Committee and Board that the ICB is fulfilling its statutory duties and legal requirements with regards to involvement
- Monitor and review the ICB's fulfilment of its duties to inform and consult as set out in the NHS Constitution and the *Health and Care Act 2022*.
- Seek assurance that the ICB is meeting the requirements for commissioners as set out in the *Equality Act 2010*
- Work with the Quality and Safety Committee to provide assurance to the Board that providers are fulfilling their statutory duties with regards to involvement
- Provide a forum to enable a focus on emerging feedback trends, alerting the Quality and Safety Committee, other relevant committees and/or the Board on themes and trends as a result of the triangulation of intel and insight from multiple sources of information
- Coordinate the engagement of bespoke public perception research to ensure consistency and reduce duplication.

The Committee approved the creation of the patient voice sub-group and its proposed terms of reference.

Quality and Safety Committee annual review 2022/23 - In line with its terms of reference, the Committee must undertake an annual review of its performance and provide an account of its work to the Board on an annual basis. The review provided a summary of the main areas of work and achievements throughout 2022/23 and is appended to this highlight report for information and assurance.

Risks and issues						
The Committee will continue to receive and review the corporate risks aligned to the quality and safety portfolio to provide assurance to the Board that the quality and safety risks contained within the corporate risk register reflect the current environment.						
Assurances						
The clinical quality exception report and other supporting reports provide the Committee with a range of data and assurance sources.						
Recommendation/action required						
The Board is asked to receive the approved minutes from the Quality and Safety Committee meeting held on the 11 May 2023 (Appendix 1) for assurance.						
Acronyms and abbreviations explained						
As described in the minutes.						
Sponsor/approving executive director	E Kaner, Chair of the Quality and Safety Committee and Non-Exec Director C Riley, Executive Director of Corporate Governance, Communications and Involvement					
Date approved by executive director	15 September 2023					
Report author	N Hawkins, Head of Corporate Affairs					
Link to ICB corporate aims (please tick all that apply)						
CA1: Improve outcomes in population health and healthcare						✓
CA2: tackle inequalities in outcomes, experience and access						✓
CA3: Enhance productivity and value for money						✓
CA4: Help the NHS support broader social and economic development						✓
Relevant legal/statutory issues						
Health and Care Act 2022						
Any potential/actual conflicts of interest associated with the paper? (please tick)	Yes		No	✓	N/A	
If yes, please specify						
Equality analysis completed (please tick)	Yes		No		N/A	✓
If there is an expected impact on patient outcomes and/or experience, has a quality impact assessment been undertaken? (please tick)	Yes		No		N/A	✓

Item: 9.2.2

Key implications	
Are additional resources required?	None at this stage.
Has there been/does there need to be appropriate clinical involvement?	Appropriate clinical representation within the membership of the Committee. Terms of reference to include representation from nursing directors and medical directors.
Has there been/does there need to be any patient and public involvement?	N/A.
Has there been/does there need to be partner and/or other stakeholder engagement?	N/A.