

BOARD MEETING

Minutes of the meeting held on
Tuesday 9th December 2014 at 10 am

Room D, Telford Education Centre, Princess Royal Hospital, Telford, TF1 6TF.

PRESENT:

Adam Gornall, Lead Obstetrician
Alison Bedford-Russell, Clinical Director
Alison Moore, Network Audit Lead
Anand Mohite, Consultant Neonatologist
Babu Kumararatne, Lead Clinician
Bashir Muhammed
Catherine Rutherford
David Loughton (Chair), Chief Executive
Dawn Homer, Senior Nurse Manager
Jo Cookson, Practice Educator
Jo Gregory, Practice Educator
Julie Plant, Matron
Jyoti Kapur, Junior Doctor
Kate Palmer, Consultant Neonatologist
Lee Abbott, Network Transport Lead
Lisa Poston
Lynn Davies
Lynsey Clarke, Practice Educator
Manish Gupta, Consultant Neonatologist
Maria Francis
Melanie Sutcliffe, Network Clinical Effectiveness Lead
Robin McMahon, ANNP
Ruth Moore, Network Manager
Sarah Carnwell (Minutes), Administrator
Tilly Pillay

Shrewsbury and Telford Hospitals
WM Maternity and Children's SCN
University Hospital of North Midlands
Dudley Group of Hospitals
Royal Wolverhampton Hospitals
Walsall Manor Hospital
Newborn Transport Service
Royal Wolverhampton Hospitals
Royal Wolverhampton Hospitals
Newborn and Maternity Network
Newborn and Maternity Network
Royal Wolverhampton Hospitals
Royal Wolverhampton Hospitals
University Hospital of North Midlands
University Hospital of North Midlands
Walsall Manor Hospital
University Hospital of North Midlands
Newborn and Maternity Network
Shrewsbury and Telford Hospitals
Walsall Manor Hospital
Royal Wolverhampton Hospitals
Royal Wolverhampton Hospitals
Newborn and Maternity Network
Newborn and Maternity Network
Royal Wolverhampton Hospitals

APOLOGIES:

Alex Philpott, Lead Consultant
Charles Pidsley, Chair
Kate Burley,
Sanjeev Deshpande, Consultant Neonatologist
Simon Hallion, Interim Divisional Director
Victoria Holmes, Group Manager Women and Children's
Wendy Tyler, Consultant Neonatologist

Newborn Transport Service
East Staffordshire CCG
WM Maternity and Children's SCN
Shrewsbury and Telford Hospitals
Walsall Manor Hospital
Royal Wolverhampton Hospitals
Shrewsbury and Telford Hospitals

ACTIONS

Everyone introduced themselves.

2. MINUTES OF THE MEETING HELD ON THE 9th SEPTEMBER 2014

The minutes were agreed.

3. MATTERS ARISING

PDA Pathway Update

The pathway is now in operation, with one baby having gone through the process without difficulty. If anyone encounters any difficulty please can they feedback to CR.

Network Visits

Unfortunately due to diary constraints two units have not met with the Network this year, however they will be met with early in the New Year, along with meetings with the other units shortly afterwards prior to contracting rounds.

4. PRACTICE EDUCATOR AND EDUCATION PROVISION IN THE NETWORK

LC gave a presentation to the Board, following which option 3 was recommended to the Board. All agreed. RM confirmed that the Network Educator role would not be reduced before Trusts had appointed to unit education posts. MF confirmed that Walsall had got approval to advertise the post.

5. NETWORK DEVELOPMENTS

ABR gave an update, stating that she had been meeting with Rachel O'Connor – Senior Commissioner to put together an action plan to meet demands for capacity across the whole of the West Midlands region. Again, there has been reduced capacity this week with very few cots available. The closure of Mid Staffs will only exacerbate the need for increased capacity. The SCN and ODNs are meeting with Commissioners in January to take forward the need to commission

All

increased capacity in the Region to meet local demand.

The Board discussed whether the difficulty was in staffing the cots already commissioned or not enough cots being commissioned. Units identified:

- funded activity is less than that required to meet actual demand therefore there is no additional funding available to provide further nurse staffing to meet the demand. Contracts are capped therefore if over perform additional work is not funded. ABR agreed the current cap on contracts needs to be removed, as provides a perverse incentive to perform unnecessary transfers. The activity will end up being paid for out of region which is far more expensive and increases the risk of mortality.
- very skilled and experienced staff are retiring, with no succession planning in place. ABR suggested recruiting Band 5's and training them in-house.
- Walsall needs increased numbers of HDU cots in order to meet demand. ABR suggested making use of HD capacity at Telford in order to free up cots elsewhere in the Network

All agreed to recruit to fill current vacancies, DL reiterated that no additional staffing would be provided unless units are already staffed to current establishment. RM to update the network capacity and workforce plan identifying the number of additional cots required in the Network and the uplift required to staff those additional cots. CR confirmed that the lack of cots in region was increasing the distances NTS are travelling to transfer babies to an appropriate level of cot. ABR, DL and BK to meet with new Commissioning Director to take forward. DL requested that data to brief him about the capacity and workforce issues is provided prior to the meeting. The Board discussed discrepancies in the amount of funding (tariff) for each unit and that in some cases this was less than the amount required to deliver the service. JP to identify the tariff for New Cross and inform DL. Stafford SCBU will cease to operate from the 16 January, therefore this is an urgent piece of work.

All
RM

ABR, DL and
BK
All
JP

National IUGR Care Bundle

ABR informed the Board that the SCN was looking into various elements of the national IUGR care bundle including smoking cessation. This work is being taken forward with Public Health England. ABR asked all health care professionals to signpost mums to smoking cessation services if you are aware that they smoke. AG reiterated the importance of providing advice at this point as part of pre-conception care as likely to go on to have further pregnancies, which can make a significant difference in future outcomes. DL agreed that cessation services need to be in antenatal clinics. SWMNMN have commenced a perinatal mental health network group, and are happy to extend that group.

All

Single Number

The Quality Improvement Team at the SCN has been taking this work forward with Commissioners. The single number will locate a cot and a bed for mother and baby IUT's, cots for Ex-UT's and beds for paediatric Intensive care. The transfer would then be carried out as normal by the relevant team.

NICE Accreditation of Network Neonatal and Obstetric Guidelines

AR has submitted the process document to NICE and we are awaiting the outcome which will be early in the New Year.

Maternity and Newborn GAP Analysis Against National Priorities

The GAP analysis is to include bereavement services.

Funding for Parent Information App for SSBCNMN

Funding has been received from the SCN, RM taking forward with the app developers and the Education and Workforce Group.

RM

Standard Parent Information Leaflet for SSBCNMN and SWMNMN

RM is awaiting feedback from parents.

Network Map

The addition of co-located MLU's at Stoke and Dudley to be added. A final updated Network map is to be circulated, please can everyone check their unit name and if there are any additional changes please can you let RM know as soon as possible.

All, SC and
RM

Surgical Care Pathway Update

Babies are going out of region due to a lack of capacity at BCH, instead babies are travelling to Bristol and Liverpool. The WM neonatal surgical board meeting is being re-established to monitor and develop action plans to address this.

6. SSBCNMN ACTIVITY AND QUALITY MONITORING

Network Quarterly Report Suite Quarter 2 2014-15

MS presented the executive summary report. MS to ask those collecting the National Dashboard Data where they are getting the Network data from as neither MS or RM have not been asked for the data. RWH informed RM that not missing SUI data, as there were none during that quarter. RM is working with UHNM in order to find a way to benchmark the parent experience data collected by UHNM with the data collected by the Network. RM will chase any missing data and circulate the complete data to the Board.

MS

RM

Report on SSBCNMN Analysis of NDAU Neonatal Mortality Data 2010/12

MS gave a presentation on the analysis of the SSBCNMN SMR within the NDAU report. The Board discussed one of the key recommendations of the report that babies should where possible be transferred IUT to a NICU in order to have the best chance of survival. Walsall and Wolverhampton are undertaking a pilot project where any mum with PROM booked to deliver at Walsall can deliver at Wolverhampton. The updated parent information leaflet about how neonatal services are organised within the network could be used to inform parents to go to an NICU to deliver if pre-term. The final network report will be sent to the SCN, to commissioners and the national CRG. Walsall has recorded as clinical incidents when cannot transfers mothers for appropriate care in an NICU. AG to contact the Cot Locator Service and West Midlands Ambulance Service for data relating to the numbers of IUTs due to cot capacity and maternal bed capacity. AG to present results at March Board meeting.
RM will benchmark the Network findings with other Networks with lower SMRs.

AG

RM

7. COMMISSIONING UPDATE

Vandana Najran will not be attending future ODN Board meetings. Vandana Najran gave an update on the performance of each neonatal service against their contracted activity at the Tripartite meeting, however she was unable to provide any data for Walsall or Wolverhampton. RM to chase for this.

RM

8. FINANCE

The budget will be fully utilised by the end of the year.

9. MATERNITY NETWORK UPDATE

Maternity Network Group

AG updated the Board on the work being undertaken by the Group

Patterns of Maternity Care in the SSBCNMN

AG gave a brief summary outlining that there were a few actions for some of the units, however the results showed that the units in the Network work comparable with the national averages. The Maternity Network Group felt that although the caesarean section rate for units in the Network was either at or below the national average that this was still too high and that it did not reflect the practice in individual maternity services but instead reflected incomplete data entry if the clinical reason for performing an elective caesarean is not recorded correctly. AG praised midwives efforts in managing low risk women, in order to keep the delivery suite free for IUT's.

10. NETWORK ROLES

Lead Clinician Conclusion of Term of Office

No further expressions of interest were received, therefore the decision at the last meeting stands. AM felt that three months notice should be given for expressions of interest to be made. All agreed that any future expressions of interest will be sought over three months.

11. CAPACITY

Neonatal Nurse Staffing Update

RM requires information from some Trusts to update the report. RM will collate information from action plans already received and discuss at the network education and workforce group meeting.

RM

NICU/LNU Daily Communication Proposal

Comments to be received by RM prior to the next QIPP Group meeting where the final version will be discussed prior to the Board meeting. Unit co-ordinator level discussion to be included.

All

RM

12. NETWORK SUB GROUPS

Newborn Transfer Service

As previously discussed activity is increased, as well as the distance being travelled, due to capacity issues.

Education and Workforce

The group are meeting next week. LC asked if units could respond to requests for meetings with both herself and Alyson Skinner. Updating education sessions are being arranged jointly with SWMNMN for LNU consultants with three or four courses being held per year.

QIPP

The NeoNEWS audit has been completed with TP submitting an abstract of the results to the RCPCH. AM is to send an e-mail to request that SUI and exception data is provided by all units in a timely fashion prior to the meetings. AM will be undertaking an audit of term admission across the Network, however is still awaiting access to Telford's data.

Developmental Care Group

Please could each unit send someone to the evaluation of developmental care/positioning aids event 10-12 on 13 January in the Education Centre, Walsall.

Neonatal Guidelines

MK retires at the end of December, however she has agreed to continue until the Obstetric Guidelines are printed. The new librarian participated in the last meeting.

13. ANY OTHER BUSINESS

RM reminded everyone of the FREE 8th Annual Midlands and East Perinatal Conference on 30 January in Cambridge.

14. DATE AND TIME OF NEXT MEETING

The next meeting will be held on the Tuesday 10 March at 10 am in Richard Johnanson Seminar Room, Admin Area, First Floor Maternity Centre, Royal Stoke University Hospital, Newcastle Road, Stoke on Trent, ST4 6QG

**NETWORK BOARD MEETING
ACTION POINTS
for the meeting held on 9 December 2014**

ACTION:	PERSON(S) RESPONSIBLE
If anyone encounters any difficulties with the PDA pathway please can they feedback to CR	All
All agreed to recruit to fill current nurse vacancies on their units	All
RM to update the network capacity and workforce plan identifying the number of additional cots required in the Network and the uplift required to staff those additional cots.	Ruth Moore
ABR, DL and BK to meet with new Commissioning Director to take forward capacity issues in the Network.	Alison Bedford-Russell David Loughton and Babu Kumararatne
DL requested that data to brief him about the capacity and workforce issues is provided prior to the meeting with the Commissioning Director.	All
JP to identify the tariff for New Cross and inform DL.	Julie Plant
ABR asked all health care professionals to signpost mums to smoking cessation services if you are aware that they smoke.	All
RM taking forward the parent app with the developers and the Education and Workforce Group.	Ruth Moore
A final updated Network map is to be circulated, please can everyone check their unit name and if there are any additional changes please can you let RM know as soon as possible.	All Sarah Carnwell Ruth Moore
MS to ask those collecting the National Dashboard Data where they are getting the Network data from as neither MS or RM have not been asked for the data.	Melanie Sutcliffe
RM will chase any missing data and circulate the complete data to the Board.	Ruth Moore
AG to contact the Cot Locator Service and West Midlands Ambulance Service for data relating to the numbers of IUTs due to cot capacity and maternal bed capacity. AG to present results at March Board meeting.	Adam Gornall
RM will benchmark the Network findings with other Networks with lower SMRs.	Ruth Moore
Vandana Najran gave an update on the performance of each neonatal service against their contracted activity at the Tripartite meeting, however she was unable to provide any data for Walsall or Wolverhampton. RM to chase for this.	Ruth Moore
RM will collate information from action plans already received and discuss at the network education and workforce group meeting.	Ruth Moore
All to provide comments to RM on the NICU/LNU Daily Communication Proposal prior to the next QIPP Group meeting where the final version will be discussed prior to the Board meeting.	All
Unit co-ordinator level discussion to be included in the NICU/LNU Daily Communication Proposal.	Ruth Moore