

# SRG

6 July 2016 | 8.00am | Boardroom 1

Chorley House, Chorley and South Ribble and Greater Preston CCGs

## Present:

Jan Ledward	Chief Officer, CCGs (Chair)
Graham Curry	North West Ambulance Service
Helen Curtis	Head of Quality and Performance, CCGs
Matt Gaunt	Chief Finance Officer, CCGs
Louise Giles	Director of Development, Lancashire Care
Suzanne Hargreaves	Operations Director, Lancashire Teaching Hospitals
Paul Havey	Finance Director, Lancashire Teaching Hospitals
Clare Mattinson	Policy, Commissioning and BI (Age Well), Lancashire County Council
Sue Moore	Chief Operating Officer, Lancashire Care
Dinesh Patel	Chair of Greater Preston CCG
Mark Pugh	Medical Director, Lancashire Teaching Hospitals
Karen Swindley	Director of Workforce and Education, Lancashire Teaching Hospitals

## In attendance:

Karen Brewin	Committee Secretary, Lancashire Teaching Hospitals (minutes)
Lorraine Kelly	Communications Manager, Lancashire Teaching Hospitals

## Apologies:

Gora Bangi	Chair of Chorley and South Ribble CCG
Kate Burgess	Commissioning Manager, Lancashire Care
Louise Corlett	Acting Network Director, Lancashire Care
Mick Duffy	Social Services, Lancashire County Council
Bill Gregory	Director of Finance, Lancashire Care
Emma Ince	Planning and Delivery, CCGs
Sam James	Head of Performance, CCGs
Adrian Leather	Chief Executive, Lancashire Sport (voluntary sector lead)
Max Marshall	Medical Director, Lancashire Care
Dominic McKenna	Financial Management Director, Lancashire Care
Jayne Mellor	Head of Planning and Delivery, CCGs
Matthew Orr	GP Director, CCGs
Karen Partington	Chief Executive, Lancashire Teaching Hospitals (dialled-in)
Erin Portsmouth	Head of Communications and Engagement, CCGs
Ahmad Qamar	Out of Hours Service
Sharon Ross	Adult Services, Lancashire County Council
Mike Smith	Head of Assurance and Delivery (Lancashire), NHS England
Heather Tierney-Moore	Chief Executive, Lancashire Care
David Winters	General Manager, Ramsay Health Care UK

## 113/16 Apologies for absence

Apologies for absence had been identified on the agenda and were noted above.

## 114/16 Minutes of previous meetings

The minutes of the meeting held on 29 June 2016 were approved as a correct record subject to noting that Mr G Curry had submitted his apologies for the previous meeting although these had not been recorded. The minute item chronology would be revised in line with the sequential numbering convention and the date of the next meeting in the final item would be amended to 6 July 2016.

### Resolution:

- **Mr G Curry to be included in the list of apologies for the previous meeting;**
- **The minute item chronology to be revised in line with the sequential numbering convention; and**
- **The date of the next meeting in the final item would be amended to 6 July 2016.**

In reviewing the resolutions and actions the following points were noted:

**102/16: Business cases** – in response to a query from Mr P Havey, the Chair confirmed the closure of the Beechwood step-down facility and Intensive Home Support.

**91/16(a): Paramedic clinical co-ordinator within Royal Preston Hospital** – Mrs S Hargreaves confirmed that meetings were progressing regarding introduction of a paramedic clinical co-ordinator within the emergency department at Royal Preston Hospital and it was intended to advertise the post by the end of July 2016.

**91/16(b): Recruitment discussion with external bodies** – the Chair referred to arrangements for the high-level meeting and noted the difficulties in securing availability from the Dean of Postgraduate Medical Studies (Professor J Hayden) for the proposed meeting on 21 July 2016. During discussion it was agreed that the meeting should progress with representatives outlined at the last SRG A&E crisis group meeting and a request be made for a representative from the North West Deanery.

- **The Chair to confirm details for the high-level meeting to progress on 21 July 2016 with a representative from the Deanery being identified if possible.**

**107/16: A&E/Urgent Care Centre project meeting update** – Mrs S Hargreaves referred to the comparative data analysis that had been received from Mr S McGirr (director of clinical development at Greater Manchester AHSN) which had been forwarded to the Chair. It was noted that data on emergency department attendances was only available to the end of April 2016 although ambulance data covered the period to mid-June 2016.

Mrs H Curtis referred to a conversation yesterday with Councillor S Holgate (Chair of the Health Scrutiny Committee) following his request to receive raw data to enable him to undertake his own analysis and interpretation of the position around patient attendances. Mrs H Curtis had explained why this would be difficult and had offered to meet with Councillor S Holgate along with Mr S James to explain the origin and interpret the data. It was noted that data to the end of May 2016 would be available by next Wednesday which would be analysed and a pack produced for a meeting to be progressed with Councillor S Holgate to allow interpretation of the data. The Chair

proposed that the report sent to Councillor Holgate would also need to be shared across the health economy.

Mrs S Hargreaves confirmed that during the weekly monitoring teleconference on 1 July 2016 NHS Improvement (Mr P Chandler) had agreed to request and share postcode-level information from Blackpool, Bolton, East Lancashire, Morecambe Bay and Wigan. Mr G Curry noted that data was also being compiled on life-threatening conditions which was evidencing that there was no impact across the system.

In respect of consultant cover, discussions had been held at the project group meeting on 1 July 2016 regarding medical staff required for the Chorley urgent care centre and the requirement for consultant presence and Mrs S Hargreaves noted that consultants had ceased working at Chorley during the weekends as previously informed. It was noted that there had been issues with consultant cover per se and further discussions would be required and a risk assessment would be developed for presentation and discussion at the A&E project group meeting. Mrs L Giles referred to issues with the GPs employed within the Preston Primary Care Centre on day shifts and the potential for the service to be left with four nurse practitioners and administrative staff depending on the result of the urgent care centre procurement process which was expected to be announced on 5 August 2016.

Mrs H Curtis referred to the weekly parliamentary communications that NHS Improvement had agreed to share with Lancashire Teaching Hospitals and the CCGs although the information received was not what had been requested. Mrs S Hargreaves noted that this was being followed-up.

**108/16: Chorley emergency department expenditure estimate** – Mr G Curry referred to the request at the last meeting for activity data for the two ambulances at Chorley and confirmed that accurate information was being obtained to inform the decision regarding the continuing need for the ambulances. Mr G Curry agreed to email the data to Mr M Gaunt when available.

In respect of the request at the last meeting for information on the financial impact of the emergency department changes, Mr M Gaunt confirmed that the information had been received and would be shared with SRG members.

**Resolution:**

- **Mr G Curry to provide information regarding the utilisation of the two dedicated ambulances at Chorley; and**
- **Mr M Gaunt to share financial information with SRG members.**

**110/16: Chorley urgent care centre update and issues** – in respect of the action for the 'project group to pick this up' Mrs H Curtis clarified that this related to the risk assessment in relation to GP cover and confirmed that this had been picked up by the A&E project group.

**115/16 A&E/Urgent Care Centre project meeting update**

A copy of the notes of the A&E project group meeting held on 1 July 2016 had been circulated with the agenda for information and Mrs H Curtis provided an overview of the issues discussed and action points agreed. It was noted that the risk assessment

around GP cover had been reviewed although there had not been an opportunity to review Lancashire Teaching Hospitals' staffing numbers.

It was noted that Mr M Duffy appeared in both the list of attendees and apologies and it was noted that he had not attended the meeting. It was agreed that the notes of the project group meeting must be ratified and approved by the responsible officer (Mrs J Mellor) or deputy Chair prior to submission to the SRG meeting.

**Resolution:**

- **Mrs J Mellor or deputy Chair to ensure that the minutes of the project group meeting are ratified and approved prior to submission to the SRG meeting.**

**116/16 Update on re-opening sustainable Chorley emergency department and update on recruitment**

A suite of documents had been circulated the evening of 5 July 2016, which included the updated action plan; overall programme status report; and equality impact assessment for the temporary change in service.

Mrs S Hargreaves referred to the action plan and confirmed that the A&E project group had reviewed the medical staffing status which was still not at the necessary level to safely and sustainably re-open the Chorley emergency department. It was noted that the Deanery had provided seven names although formal confirmation that every junior doctor would commence on the August 2016 rotation was not available. Of the seven named trainee doctors, three had attained ST3 level which meant that they would not be eligible for lone working and would require consultant supervision; and there were four ST4 level trainee doctors, two of which had achieved ST6 level qualification which would mean they could apply for consultant roles during their rotation and may not, therefore, remain with the Trust. It was noted that one of the doctors had failed their final examinations and would only likely be placed with the Trust for a six month period therefore there continued to be vulnerability regarding the trainee doctor allocations.

Interviews had been held by Skype with two middle grade doctors although only one was appropriate and the Trust was in the process of developing a job plan to include a 6 month split rotation across emergency medicine and anaesthetics to attempt to secure the appointment. It was noted that the initial 6 month rotation would be within emergency medicine. Work was also continuing to progress recruitment of the two trainee doctors from the University of Jordon on the managed training initiative (MTI) programme. It was noted that the Trust was not receiving any middle grade CVs at the moment although it was continuing to approach on- and off-framework agencies. The Trust currently had seven locums in post of which two had finished due to capability issues.

In response to a question from the Chair regarding whether the SRG should write again to the Deanery regarding trainee doctor allocations, it was agreed that Mrs K Swindley would draft a letter for the Chair to send on behalf of the SRG which would include information regarding the current position and requirements around staffing levels. It was agreed that the letter would also request confirmation of a representative to attend the high-level meeting on 21 July 2016.

Mr P Havey asked whether it was now incumbent on the SRG to consider alternative options and potential solutions to the Chorley emergency department position bearing in mind the number of doctors available to the Trust. Mrs S Hargreaves confirmed that a risk assessment had been completed and shared by email yesterday and a risk assessment of potential options would be undertaken by the A&E project group against the matrix of current staffing, patient profiles utilising the Chorley urgent care centre, and ambulance provision. Mr G Curry noted that demand on the ambulance service during the night had significantly reduced and patients with major conditions would be transferred to Preston as per historic pathway arrangements. Mr P Havey noted that a comparison would be needed on transportation levels by the ambulance service to Chorley as a 24-hour emergency department and the number of patients transported since the temporary changes had been introduced which would provide variance on activity levels. Mr G Curry noted that this was the data required by Mr M Gaunt as discussed earlier in the meeting. However, it was noted that from early data analysis there did not appear to be sufficient activity to sustain the two dedicated ambulances.

Mrs C Mattinson referred to the original decision taken by the SRG regarding introduction of the temporary changes which related to the lack of staff to provide a safe and sustainable service within the emergency department at Chorley and commented that there would also be a need to consider the impact on Royal Preston Hospital in relation to any future changes. Professor M Pugh acknowledged the comment and confirmed that this would be considered during the risk assessment of potential options.

Professor M Pugh commented that any decision made by the SRG would need to be around providing a safe and sustainable service to patients.

**Resolution:**

- **Mrs K Swindley to draft a letter for the Chair to send on behalf of the SRG which would include information regarding the current position and requirements around staffing levels; and**
- **The project group to review the risk assessment on potential options to re-open the emergency department at Chorley from August 2016 given the known position in relation to staff.**

**117/16 Chorley urgent care centre update and issues**

Mrs S Moore and Mrs L Giles had met with out-of-hours GP representatives on Monday night and a letter had been drafted to attempt to ease concerns that had been expressed regarding service provision. Mrs L Giles noted that weekly GP staffing rotas for the urgent care centre were being brought to the weekly A&E project group meeting. It was recognised there was a need to be mindful of how any alternative proposals were communicated and context provided and the message regarding potential options would need to be managed.

In response to a question from Mrs C Mattinson regarding the timetable for communicating the outcome of the urgent care centre procurement process, Mr M Gaunt noted that details of the preferred supplier would be presented to the Governing Body meetings on 27 and 28 July 2016 with the decision being publically announced on 5 August 2016.

## **118/16 Community equipment contract**

Mrs S Moore confirmed that the community equipment contract had gone live although there were difficulties being experienced in accessing equipment other than basic items. There were also difficulties in contacting the new provider with email access through a 'do not reply' system. It was noted that members of the discharge team had been requested to flag issues through the Datix system. Mr M Gaunt referred to the contract meeting scheduled for Friday this week and Mrs S Moore agreed to forward details to Mr M Gaunt who would raise and discuss at the meeting.

### **Resolution:**

- **Mrs S Moore to forward a list of issues and concerns regarding accessing community equipment and contacting the provider to Mr M Gaunt for raising at Friday's contract meeting.**

## **119/16 Date, time and venue of next meeting**

The next meeting will be held on Wednesday, 13 July 2016, 8.00am, Boardroom 1, Chorley House, Lancashire Business Park, Centurion Way, Leyland, PR26 6TT.