

Minutes of the Quality Committee – Part A
Tuesday 11 January 2022 at 9.30am
Held via Zoom

Present: Professor John Baker, Non-executive Director (Chair of the Committee)
Miss Helen Grantham, Non-executive Director
Dr Chris Hosker, Medical Director
Mr Darren Skinner, Director of People and Organisational Development
Mrs Cathy Woffendin, Director of Nursing, Quality and Professions

In attendance: Ms Abby Boden, Head of Clinical Governance and Regulation
Ms Nikki Cooper, Head of Performance and Informatics
Mrs Cath Hill, Associate Director for Corporate Governance
Ms Alison Kenyon, Deputy Director of Service Development
Dr Tom Lane, Higher Trainee and Future Leaders Fellow (observing)
Miss Kerry McMann, Head of Corporate Governance
Mr Waseem Munir, Head of Clinical Governance & Quality
Ms Alison Quarry, Professional Lead for Nursing (for item 6)
Ms Nichola Sanderson, Deputy Director of Nursing (for item 6)

		Action
	<p>Welcome and Introduction</p> <p>Professor (Prof) Baker welcomed everyone to the meeting.</p>	
22/001	<p>Apologies for absence (agenda item 1)</p> <p>Apologies were received from Mrs Joanna Forster Adams, Chief Operating Officer, who is a member of the Committee. The Committee noted that Ms Kenyon would be deputising.</p> <p>Apologies were also received from Ms Cath Wardle, Head of Clinical Governance and Patient Safety, who is an attendee of the Committee.</p>	
	The Committee was quorate.	
22/003	<p>Declarations of any conflict of interest in respect of agenda items (agenda item 2)</p>	
	No one present declared a conflict of interest in respect of agenda items.	
22/004	<p>Approval of the minutes of the Quality Committee meeting held on the 14 December 2021 (agenda item 3)</p>	
	The minutes of the Quality Committee meeting held on the 14 December 2021 were agreed as a true record.	

22/005 Approval for the minutes above to be uploaded to the Trust's external website (agenda item 3.1)

The Committee **agreed** that the minutes of the Quality Committee meeting held on the 14 December 2021 were suitable to be uploaded to the Trust's external website.

22/006 Matters Arising (agenda item 4)

The Committee **noted** that there were no matters arising that were not either on the agenda or on the action log.

22/007 Cumulative Action Log (agenda item 5)

The Committee agreed to close the actions on the cumulative action log that had been completed. It reviewed the ongoing actions and noted the updates provided.

The Committee was **assured** with the progress made on the actions within the cumulative action log and **agreed** on which actions should be closed.

22/008 Update on Covid-19 cases across the Trust (agenda item 7)

Mrs Woffendin outlined that as of the 11 January 2022 there were 10 outbreaks across the Trust, eight of which involved both service users and members of staff and two of which involved members of staff only. She confirmed that 45 service users were Covid-19 positive.

The Committee was informed of significant staffing challenges faced throughout December 2021 and January 2022. It acknowledged that there may have been some impact on the quality of care provided during this time. Mrs Woffendin provided further details on the challenges faced but outlined that many members of staff had started to return from isolation. Dr Hosker provided an update on the medical workforce. Miss Grantham asked about the Trust's planning for further staff absence. Mrs Woffendin informed the Committee that work had been taking place to form a pool of staff that could be redeployed into other areas of the Trust if needed. Ms Kenyon outlined that 50 staff members would be redeployed for a period of four to six weeks. She explained that in addition to this, plans were being developed to identify priority services and to identify which services could be temporarily paused if needed. The Committee noted that this would be avoided where possible.

The Committee next discussed isolation periods for staff members. Mrs Woffendin assured the Committee that the Trust had followed national guidance and that information on the isolation period for staff had been communicated widely across the Trust. She added that the Trust was awaiting guidance from NHS England regarding the reduction of isolation periods for service users from

14 days to 10 days provided that specific conditions had been met. The Committee noted the updates provided.

Prof Baker asked about the availability of lateral flow tests. Mrs Woffendin outlined the Trust's incident command arrangements and explained that the silver command group, which met three times per week, had oversight of the stocks of lateral flow tests and continued to monitor this. The Committee was assured that the Trust continued to undertake asymptomatic testing across all inpatient sites and that routine testing was carried out for all admissions on day one, three, five and seven.

The Committee **received** a detailed update on the management of Covid-19 across the Trust and was **assured** by the update provided.

Ms Sanderson joined the meeting.

22/009

Safer Staffing six month update (agenda item 6)

Ms Quarry presented a report which contained information on the position of Trust wards staffing against safer staffing levels for the six month period from the 1 May 2021 to the 31 October 2021. She confirmed that over the six month period there had been one breach in safer staffing numbers. The Committee reviewed and discussed the report.

Ms Quarry went on to present part B of the report, which explored MHOST data and other intelligence to focus on the Older Peoples Services based at The Mount. The Committee discussed the provision of enhanced care for older people. It noted that Ms Kenyon was the Senior Responsible Officer for the PICU Workstream under the Secondary Care Pathways Programme for West Yorkshire. Ms Kenyon agreed that she would feedback to the PICU Workstream details of the discussion that had taken place around the provision of enhanced care for older people. The Committee agreed that future thinking was needed, potentially at a Board development session, around how the Trust could develop rich, vibrant multidisciplinary teams within inpatient settings.

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The Committee acknowledged the challenges faced over the last six months. It was assured that safer staffing levels had been maintained during the six month period with the exception of one breach. It acknowledged that while safer staffing levels had been maintained, there may have been an impact on the quality of care provided during this time as a result of the Covid-19 pandemic.

The Committee **received** a report which outlined the position of the Trust's wards staffing against safer staffing levels for the six month period from 1 May 2021 to the 31 October 2021. It **reviewed** the information provided and was **assured** that throughout the six month period there had only been one breach of safer staffing numbers.

22/010 Assurance and escalation reporting: Trustwide Clinical Governance Group
(agenda item 8.1)

Dr Hosker provided an update from the Trustwide Clinical Governance Group meeting that had taken place on the 6 January 2022. He informed the Committee that a discussion had taken place around clinical supervision as compliance rates had dropped. He assured the Committee that funding had been agreed to increase training capacity in this area.

Dr Hosker next informed the Committee of a discussion that had taken place around the future of the Care Programme Approach (CPA). He explained that Ms Kenyon would be working with Dr Jamie Pick, Clinical Director, to develop a post that would lead on the development of the post-CPA position in the Trust.

The Committee **noted** the update provided.

22/011 Assurance and escalation reporting: Infection Prevention and Control and Medical Devices Group (agenda item 8.2)

Mrs Woffendin informed the Committee that the Infection Prevention and Control and Medical Devices Group had been meeting on a daily basis because it formed part of the Trust's bronze level incident command arrangements. She provided an update on the work that had been taking place.

Mrs Woffendin went on to provide an update on the Trust's vaccination hub. She explained that the hub would become a 'roving hub' on Wednesdays to try and vaccinate staff and service users on the Trust's wards. The Committee next discussed the Trust's preparedness for the 1 April 2022 when it would become mandatory for NHS staff to be vaccinated. Mr Skinner outlined that 184 members of staff had no vaccination record. He outlined the work that had been taking place to establish the vaccination status of those 184 members of staff and confirmed that the Trust was working with other mental health Trust's in West Yorkshire to establish a consistent position for the scope of the mandate.

The Committee noted the updates provided and thanked the Infection Prevention and Control Team for its work.

The Committee **noted** the updates provided.

22/012 Assurance and escalation reporting: Trustwide Safeguarding Group
(agenda item 8.3)

Mrs Woffendin provided an update from the Trustwide Safeguarding Group meeting that had taken place in December 2021. She confirmed that training compliance was at 78%. She also informed the Committee that a Sexual Safety Group had been established and had produced a video for inpatient areas.

The Committee **noted** the update provided.

22/013 Assurance and escalation reporting: Any other groups (agenda item 8.4)

No further updates were provided.

22/014 Cumulative escalations log – for information only (agenda item 8.5)

The Committee **reviewed** the cumulative escalations log.

22/015 Any other business (agenda item 9)

The Committee did not discuss any areas of other business.

22/016 Key messages and/or any matters to be escalated to the Board of Directors or Board Sub-committees (agenda item 10)

The Committee **agreed** that the following areas of discussion should be shared with the Board of Directors:

Issues to which the Board needs to be alerted

- The Committee received a detailed update on the management of Covid-19 across the Trust. The Committee was informed of significant staffing challenges faced throughout December 2021 and January 2022 and it acknowledged that there may have been some impact on the quality of care provided during this time.

Issues to advise the Board on

- No issues to advise the Board on.

Things on which the Board is to be assured

- The Committee received a detailed update on the management of Covid-19 across the Trust. It received assurance on the management of outbreaks. It discussed the Trust's preparedness for the 1 April 2022 when it would become mandatory for NHS staff to be vaccinated. It was assured to hear that the Trust was working with other mental health trusts in West Yorkshire to establish a consistent position for the scope of the mandate.
- The Committee received the Safer Staffing Six Monthly Update Report. It was assured that safer staffing levels had been maintained during the six month period with the exception of one breach. The Committee acknowledged that while safer staffing levels had been maintained, there may have been some impact on the quality of care provided during this time

as a result of the pandemic. The Committee agreed that future thinking was needed, potentially at a Board development session, around how the Trust could develop rich, vibrant multidisciplinary teams within inpatient settings.

- The Committee received an update on the work carried out by the Infection Prevention and Control Team since the last meeting. The Committee was assured that the Trust continued to undertake asymptomatic testing across all inpatient sites and that routine testing was carried out for all admissions on day one, three, five and seven.

Items to be referred to other Board sub-committees:

- No items to refer to other Board sub-committees.

**The next meeting of the Quality Committee will be held
on Thursday 10 February 2022 at 1.00pm via Zoom**