

QUALITY AND SAFETY COMMITTEE	
Date of meeting:	29 <sup>th</sup> November 2019
Attendees:	Harjinder Kang (Chair), Richard Samuda, Dr Kate Thomas, Marie Perry, Dr David Carruthers, Kam Dhani, Paula Gardner, Rachel Barlow, Dave Baker and Dr Parmjit Marok
Apologies:	None
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> <li>• <b>SBAF:</b> The three risks currently deemed by the Committee to provide a 'limited' level of assurance (collapse of the local care market, failure of vulnerable services and <b>we</b>learn programme implementation) were discussed with a focus on the timelines and actions required to gain adequate assurance.</li> <li>• <b>Safety plan data:</b> With the implementation of Unity the safety standards checklists will be formulated electronically and in real time. Some data feed refinements are underway because difficulties are being experienced in retrieving information from the system. Through random reviews of patient notes it has been established that checks reported as missed have been carried out.</li> <li>• <b>weAssure</b> programme: this newly introduced quality assurance programme was discussed, in relation to future CQC Inspections and other external accreditation visits/peer reviews.</li> <li>• <b>GIRFT:</b> Progress made with the reviews to date was presented; in particular the top observations shared about the specialities reviewed.</li> </ul>
Positive highlights of note:	<ul style="list-style-type: none"> <li>• <b>Respiratory reconfiguration:</b> the move on 20<sup>th</sup> November went ahead as planned, with positive initial feedback from colleagues on both hospital sites. The pre-reconfiguration base line data and improvement ambitions were considered.</li> </ul>
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> <li>• Thrombolysis within 60 minutes target missed 3 of the last 4 months.</li> <li>• Continued difficulties with achievement of the A&amp;E 4 hour target</li> <li>• The rise in sickness absence levels in October.</li> </ul>
Matters presented for information or noting:	<ul style="list-style-type: none"> <li>• None</li> </ul>
Decisions made:	<ul style="list-style-type: none"> <li>• None</li> </ul>
Actions agreed:	<ul style="list-style-type: none"> <li>• Within the action log</li> </ul>

**Richard Samuda [in Harjinder Kang's absence]**  
**Chair of the Quality and Safety Committee**  
*For the meeting of the Trust Board scheduled for 5<sup>th</sup> December 2019*