

**NHS NORTH CUMBRIA CLINICAL COMMISSIONING GROUP
MINUTES OF THE IMPLEMENTATION REFERENCE GROUP
12 December 2018, 14:00 – 16:00
The Conference Room, Rosehill, Carlisle CA1 2SE**

Present:	Kevin Windebank	Secondary Care Doctor (KW) Chair
	Denise Leslie Eve Miles Carolyn Otley David Rogers	Lay Member for Public Engagement (DL) ICC GP Lead (EM) Third Sector Representative (CO) Medical Director/Interim Accountable Officer (DR) Via dial in (DR)
	Peter Rooney Sue Stevenson	Chief Operating Officer (PR) Healthwatch Cumbria (SS)

In Attendance:

Alison Atkinson-Budd	Associate Director of Midwifery and Neonates (AAB)
Rhia Heron	Head of Communications (RH)
Eleanor Hodgson	Director for Children and Families (EH)
Sara Jones	Manager Paediatrics (SJ)
Sally Rushton	Business Support Assistant (SR)

IMP Ref/ 07/18 **AGENDA ITEM 01: Welcome and Apologies**

The Chair welcomed everyone to the meeting, there was a conversation about the role of the committee and it was confirmed that, The role of the group is to apply critical review to implementation proposals.

IMP Ref/ 08/18 **AGENDA ITEM 02: Declaration of Interests**

There were no Declarations of Interest.

IMP Ref/ 09/18 **AGENDA ITEM 03: Minutes of the Meeting Held on 28 February 2018**

The minutes of the meeting held on 28 February 2018 were approved as a true record subject to the following change in title to, Kevin Windebank, Secondary Care Doctor.

ACTION: PR to liaise with Cumbria Partnership Foundation Trust (CPFT) to get an

update on where they are with regards to the refurbishments of the Community Hospitals and feedback at the next meeting.

ACTION: It was agreed due to the frequency of meetings that the minutes were to be circulated and agreed via email so the process works in a timelier manner.

IMP Ref/
10/18

AGENDA ITEM 04: General Update on Maternity / Paediatrics

EH presented the slides that gave an update around Maternity and Paediatrics, this included Governance, the decisions that had been made at the GB in March 2017 Milestones and Progress to date, also a draft timetable of when things should happen.

She also noted that the key items for discussion were around the planning for the 100 – 200 births to be moved from West Cumberland Hospital (WCH) to The Cumberland Infirmary (CIC), she stressed that there was no date for this change.

- The planning data set
 - The co produced plan
 - The capacity statements
 - The paper from care at a distance process
 - The communications and engagement plan
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IMP Ref/
11/18

AGENDA ITEM 05: Planning for Option 1 Maternity(to move 100 – 200 Births)

Planning Data Set

AAB presented the slides, advising that the plan had been produced from data from 2017 of all babies born at WCH that required SCBU to help establish factual risk factors.

PR added that for the move of 100 – 200 births there would be need for clear communication around what the risk groups are and how they had been identified and also what the clinical benefits would be to those that would be advised to move.

The Co-produced Plan

EH advised that following on from three workshops that had taken place over the summer, there had been a high level plan produced, she highlighted that there would be more work to be done to implement the move of the 100 – 200 women there would be further work required.

The Capacity Statement

Sara Jones presented the paper, advising that this piece of work had been carried out again from the 2017/18 data to look at the capacity,

Care at a Distance

EH presented the paper advising that the document had been produced by The Experience at Care at a Distance Working Group. EH added that there had been additions added to the document to add in Maternity as the document was a

generic document looking at all services. A discussion ensued around the known risk factors. Clarity was given that the move of 100 – 200 babies was regarding access to Paediatric intervention 24/7.

The Communication and Engagement Plan

ACTION: This was deferred to the next meeting.

KW added that it would be beneficial for the group to meet mid-February 2019 to re-visit as it was a complex piece of work and should this be implemented a clear understanding of communication was needed.

IMP Ref/
12/18

AGENDA ITEM 06: AOB

A question was raised around the report being produced by Bill Kirkup and the Independent Review Group, in response PR confirmed the Implementation Ref Group would see the report before it goes anywhere.

AGENDA ITEM 08: Date and Time of Next Meeting

Early February 2019 TBC
