

**Quality and Performance Committee
Chair's Annual Report
1 April 2021 to 31 March 2022**

1. Introduction

- 1.1 The purpose of this report is to provide NHS Hull CCG Board members with a position statement for the year 2021/2022. The report details the activity of the Quality and Performance (Q&P) Committee in respect of its delivery against the Terms of Reference.
- 1.2 This report is inclusive of all work of the Q&P Committee for the period of 1 April 2021 to 31 March 2022.
- 1.3 The Committee has been established since the inception of the Clinical Commissioning Group (CCG) as a formal sub-committee of the NHS Hull CCG Board. For the purposes of this report, the term Committee will be used throughout.

2. Membership and Role of the Quality and Performance Committee

- 2.1 The Members, and details of their attendance at the Committee are provided in Appendix 1.
- 2.2 Dr James Moulton is the appointed Chair with Jason Stamp as the Co/Vice Chair.
- 2.3 During this period, all 6 out of 6 meetings have been quorate. A detailed breakdown of attendance can be found in Appendix 1.
- 2.4 The Terms of Reference of the Committee are reviewed annually with changes having been made within the reporting year to the frequency of the meeting. The Quality and Performance Committee now meeting bi-monthly.
- 2.5 The work programme of the Committee is managed under three focus areas within the work-plan and agenda, as follows:
- Strategic Development
 - System Development and Implementation
 - Performance Monitoring
- 2.6 The Committee provide assurance in respect of the management of clinical risk through review the within each meeting, inclusive of the risk register and the submission of the meeting minutes to Integrated Audit and Governance Committee.
- 2.7 The Committee is directly accountable to the CCG Board for overseeing and providing an opinion of confidence (Low, Moderate or High) to the CCG Board.
- 2.8 The Committee continued to provide bi-monthly integrated quality, performance, and contract reports to the Board, ensuring an integrated assessment of local providers. The report routinely covers the main providers and gives an overview of the quality of services commissioned including patient outcomes. The report highlighted areas of concern related to patient safety, quality and experience.

3 Strategic Development

- 3.1 Throughout the year 2021/22 the Committee clinical members, lay members, public health colleagues and CCG management teams have worked in line with the Quality Assurance Framework. The committee have monitored and reported against the strategic objectives within each meeting and in assessing the process and performance of each provider at Quality Delivery Groups / Clinical Quality Forums. This has provided assurance to the Committee and the Board against the CCG objectives. Within the reporting period the committee have undertaken the following activity.
- 3.2 The committee received and reviewed the Annual Report for Safeguarding in June 2021, inclusive of both Adults and Children. The report demonstrated how the CCG and commissioned providers are fulfilling legislative duties in relation to safeguarding and safeguarding activity. The committee noted a high level of confidence in NHS Hull CCG discharging its duties in relation to safeguarding adults and children. The Committee noted the progress made in the now established Hull Children`s Safeguarding Partnership and were assured that appropriate action was being taken by NHS Hull CCG in undertaking its statutory responsibilities under the Children and Social Work Act 2017.
- 3.4 In August 2021 the committee received the SEND Annual Report 2020/21, presented by the Designated Clinical Officer for SEND. The committee were assured that the CCG is meeting its statutory responsibilities in respect of all children and young people in Hull with SEND (0-25 years old). The Designated Clinical Officer for Special Educational Needs and Disability (SEND) continues to work collaboratively with wider partners in ensuring that professionals from Education, Health and Social Care work progresses and that children and young people from ages 0-25 years with special educational need and/or disability have the support they need to achieve their identified outcomes.
- 3.5 The Research and Development Annual Report was received in June 2021, detailing the work completed in the previous year. The report provided Hull CCG maintains and develops its statutory duties to 'promote research, innovation and the use of research evidence'. A further update report having been received in December 2021 which considered the ongoing Research and Development response to the COVID 19 pandemic and the proposed RESTART framework for non-COVID studies. The report provided an update against all the current studies that are funded by Hull CCG including what challenges Covid-19 has brought to these.
- 3.6 The LeDeR Annual Report was received by the committee in June 2021, members noting that this was the first report presenting a Humber wide position and represented joint reporting by the collective Humber CCGs. The committee noted the findings of the report which detailed the themes and trends identified from reviews. The report recognised good practice and outlined where improvement had been made in learning from deaths of persons with Learning Disability. The committee endorsed the report and supporting it being published online by 30 June 2021 in original and an `easy read` format.
- 3.6 The Controlled Drugs Annual report was received in October 2021. The Medicines Optimisation Pharmacist presented the above Annual Report to note which updated the Committee on the NHS England Single Operating Model for Controlled Drugs (CDs) at a local level. The responsibilities of NHS Hull CCG on the safe use of CDs were outlined and confirmation was given that Accountable Officers from local healthcare providers continue to attend the six-monthly Local Intelligence Network (LIN) including HUTHT, Humber and CHCP. The Committee noted that all providers continue to report incidents directly to the NHS England Y&H Area Team.
- 3.7 The Deputy Chief Officer for Hull Community and Voluntary Sector & Meeting New Horizons CIC presented the Healthwatch Annual Report in August 2021. The report being titled 'On

Equal Terms, Then & Now`, Hull 2020-21. The Committee accepted the report, noting that the report captured the voice of communities and how they experienced services well. The committee credited Healthwatch with the extensive work undertaken during a challenging period.

- 3.8 The Committee reviewed the Infection Prevention and Control Annual Report in October 2021, presented by the CCG Infection, Prevention and Control Lead. The report highlighted that the Infection, Prevention and Control annual report was later in the year than previous years, and this was due to COVID-19 pressures and provided assurance in respect of the arrangements are in place and that the service was making continued progress in reducing the risk of Health Care Associated Infection (HCAI) whilst equally highlighting the work undertaken by the team in response to the COVID-19 pandemic.
- 3.9 The Committee has received bi-annual Out of Area Placements reports, providing assurance to the Committee on the current position regarding quality and the requirements for out of area placements for some Hull patients. The reports provide a status update, for all beds commissioned as part of the Humber Teaching NHS Foundation Trust contracts and for those cases directly commissioned in services out of area. The report was set out in three areas Acquired Brain injury, Transforming Care and Complex Adult/ Older people Mental Health.
- 3.10 The committee have throughout the past year received regular reporting on the CCG`s roles and responsibilities and duties aligned with the requirements in responding to the COVID-19 pandemic. The committee have gained assurance on the reactive and proactive response for both employees of the CCG and for the population of Hull and those using the health services.
- 3.11 The Committee note within the year that due to the impact of the COVID 19 pandemic NHSE had issued “Revised arrangements for NHS contracting and payment during the COVID-19 pandemic” advising “that the operation of the 2020/21 CQUIN scheme will remain suspended for all providers for the remainder of the year. NHS England have since re-published his CQUINs scheme in January 2022 for the 2022/23. Therefore, no CQUIN schemes have been progressed for 2021/22.

4 System Development and Implementation

4.1 In maintaining assurance and improvements in system working and development, the Committee has ensured the CCG has robust systems for quality improvement and clinical governance in place, in line with statutory requirements, national policy and guidance and that quality, clinical governance and Value for Money (VFM). Issues have been appropriately addressed in all service developments / reconfiguration of services.

These requirements have been met by:

- 4.2 Engaging with providers in ensuring quality conversations are maintained through associated commissioner led quality assurance and improvement meetings. Within this reporting period this has been enhanced further with commissioners attending internal provider meetings on key areas inclusive of Serious Incidents, Patient Relations and Experience and Quality Assurance.
- 4.3 Working in partnership with Hull City Council to implement innovation and improvements within in care homes via a Care Services Support Quality Board and in supporting the COVID response to care homes through newly established forums. The committee have received regular updates on the support offered by NHS Hull CCG, including dedicated support in respect of Infection, Prevention and Control measures, the training of staff and in accessing equipment and in supporting homes with outbreaks.

- 4.4 The CCG has taken an unprecedented proactive role throughout the year in progressing the Enhanced Offer into Care homes, supporting discharge from hospital, use of technology and in respect of both testing and vaccination programmes.
- 4.5 Leading and supporting the transformation programmes including both national and local programmes of improvements in services both in response to ongoing transformation and in managing pathways during the pandemic period. This including changes to discharge legislation, the increased provision of community bedded services and in equally the maintaining the wider strategic vision for services including the Transforming Care Programme.
- 4.6 Receiving and providing NHS Hull CCGs submissions to the Quality Accounts from all the CCG major providers, in accordance with the Health and Social Care Act 2012. The committee having received a paper providing assurances on compliance with statutory requirements.
- 4.7 Reviewed the Board Assurance Framework and Risk Register, within the reporting period a decision being reached that the risk register is now reviewed at each meeting.
- 4.8 Received and reviewed the NHS Hull CCG Equality and Diversity Plan, associated objectives and the action plan and noted the activities undertaken with the CCG Equality and Diversity programme.

5 Performance Monitoring

- 5.1 The committee has monitored and reported on the quality, performance and Value for Money (VFM) of contracted services ensuring remedial actions are taken as appropriate to address significant service issues and risks. This has included the oversight of contractual levers and advising on the point of escalation.
- 5.2 The committee has received regular updates and assurance on Medicine Management, Infection Control and Controlled Drugs Management. The medicines Optimisation team from North of England Commissioning Support (NECS) having reported upon key achievements over the past year.
- 5.3 The committee has ensured that service providers are fulfilling their statutory requirements with regards to Infection Prevention and Control (IPC). The IPC Lead Nurse hosted by NHS East Riding of Yorkshire CCG has continued to strategic leadership and specialist advice to the CCG, provided expert advice to drive service improvements and compliance with standards and practices across the Hull. The IPC Lead Nurse has also supported the CCG in developing new local targets for MSSA infection and eColi infection in the absence of national targets and been integral to the COVID-19 pandemic response.
- 5.4 The Committee has received quarterly reports on Serious Incidents (SIs) and Never Events. The Committee has monitored performance of provider SIs and Never Events, ensuring lessons learnt are shared and learning disseminated. SI review panels form part of the process where completed provider SI investigation reports are reviewed. To further enhance this process within the year the CCG now has representation on the HUTHT internal serious incident panel.
- 5.6 The Committee has reviewed incidents, complaints and Patient Advice and Liaison Service (PALS) to ensured lessons learnt and in ensuring learning were disseminated to improve patient experience. To further enhance this the CCG PALS officer now also attend the HUTHT internal Patient Experience meeting.

5.7 The committee has monitored the progress of Research and Development (R&D) and the work of the steering group in ensuring the CCG promoted opportunities for high quality and relevant research. Furthermore, that research led innovation continues to provided a strong evidence base for clinical decision making and that evolving knowledge improves health outcomes and reduce inequalities.

6. Summary

The Quality and Performance Committee can confirm from evidence provided throughout the year and in this annual report that the CCG Board can be provided with a high level of assurance that the quality and patient safety related business is in line with the CCG organisational objectives.

The Committee has taken responsibility for leadership on behalf of the Board ensuring there were mechanisms and reporting systems in place to advise the Board of quality and performance management for contracted providers and that remedial action plans were developed and implemented.

The Committee oversaw the continued development, monitoring and reporting of performance outcome metrics in relation to the quality improvement, financial performance and management plans. It has ensured the delivery of improved outcomes for patients in relation to the CCGs agreed strategic priorities.

James Moul
Chair of the Quality and Performance Committee
April 2022

Appendix One – Q&P Attendance List

DATE OF MEETING	09/04/21	18/06/21	20/08/21	29/10/21	10/12/21	18/02/22
MEMBERSHIP						
CCG Board GP Member - Chair	X	√	√	X	√	√
Lay Member - Vice Chair	√	√	√	√	√	√
Interim Director of Nursing and Quality / Director of Quality and Clinical Governance/Executive Nurse	√	X	√	√	√	D
Deputy Director of Quality and Clinical Governance/Lead Nurse / Interim Deputy Director of Nursing and Quality	√	√	X	√	√	√
Deputy Director of Commissioning	√	X	X	X	√	X
Deputy Chief Finance Officer – Contracts, Performance, Procurement and Programme Delivery or a senior representative from the Teams	√	√	√	√	√	√
Associate Director of Communications and Engagement	√	√	X	√	√	√
Associate Medical Director	√	X	√	X	√	X
Secondary Care Doctor	*	*	*	*	*	*
Membership as per Terms of Reference published on the CCG website						
KEY						
		Was not a member at the time				
		Extraordinary Meeting				
		Not Quorate				
Apologies submitted D = Deputy Present						
X not in attendance						
√ in attendance						
* Post Vacant						

Glossary of Terms

The use of abbreviations and acronyms should be kept to a minimum. If it is necessary to use them please ensure that a full description is provided when first used and add a Glossary at the end of the report.

ADHD	Attention Deficit Hyperactivity Disorder
BAF	Board Assurance Framework
CAMHS	Child and Adolescent Mental Health Services
CCG	Clinical Commissioning Group
C diff	Clostridium difficile
CHCP	City Health Care Partnership
COVID19	Coronavirus 2019
CQC	Care Quality Commission
CQF	Clinical Quality Forum
CQUIN	Commissioning for Quality and Innovation
eColi	Escherichia coli
FFT	Friends and Family Test
HEYHT	Hull and East Yorkshire Hospitals NHS Trust
HSAB	Hull Safeguarding Adults Board
HSCB	Hull Safeguarding Children's Board
HSIB	Healthcare Safety Investigation Branch
Hull CCG	Hull Clinical Commissioning Group
HUTH	Hull University Teaching Hospital
HYMS	Hull York Medical School
IPC	Infection, Prevention and Control
LAC	Looked After Children
LeDeR	Learning Disability Death Reviews
MRSA	Methicillin Resistant Staphylococcus Aureus
NECS	North East Commissioning Support Unit
NHS	National Health Service
NHSE	NHS England
PALS	Patient Advice and Liaison Service
PCQ&PSB	Primary Care Quality and Performance Sub Committee
PTL	Protected Time for Learning
Q&P	Quality and Performance
Q&PC	Quality and Performance Committee
Q1	Quarter 1
Q2	Quarter 2
Q3	Quarter 3
Q4	Quarter 4
QIPP	Quality, Innovation, Productivity and Prevention
RTT	Referral to Treatment Times
SI	Serious Incidents
SALT	Speech & Language Therapy
STP	Sustainability & Transformation Plan
TASL	Thames Ambulance Service Limited
VFM	Value for Money
YAS	Yorkshire Ambulance Service