

NW CHD ODN Board Meeting Summary Notes 28th November 2023

Chair: Nayyar Naqvi, Emeritus Consultant Cardiologist



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Item 1 – Welcome, Introductions & Apologies

Present:

Abby Prendergast (AP)	Associate Director of Strategy and Partnerships	Alder Hey Children's Hospital NHS Foundation Trust
Andrea Myerscough (AM)	Director of Operations	Manchester University NHS FT
Angelique Bray (AB)	PPV Representative	NW CHD Network
Caroline Jones (CJ)	Clinical Lead & Consultant Fetal & Paediatric Cardiologist	Alder Hey Children's Hospitals NHS FT
Chloe Lee (CL)	Associate Chief Operating Officer	Alder Hey Children's Hospitals NHS FT
Damien Cullington (DC)	Consultant Adult Congenital Cardiologist / ACHD Clinical Lead	Liverpool Heart & Chest Hospital NHS FT
Laura Middleton (LM) <i>on behalf of Elliot Shuttleworth</i>	Directorate Manager - Cardiology	Manchester University NHS FT
Elizabeth Shackley (ES2)	PECSIG Chair	Stockport Hospital NHS FT
Helen Sanderson (HS)	Network Manager	NW CHD Network
Janet Rathburn (JR)	PPV Representative	NW CHD Network
Jill Moran (JM)	Network Support Officer	NW CHD Network
John Brennan (JB)	Deputy Chief Medical Officer	Liverpool University Hospitals NHS FT
Manoj Kuduvali <i>Guest - Shadowing Raphael Perry</i>	Divisional Medical Director for Surgery/Consultant Cardiac & Aortic Surgeon	Liverpool Heart & Chest Hospital NHS FT
Kimberley Meringolo (KM)	Specialised Planner, Cardiac Services	CTM UHB - Welsh Health Specialised Services Committee
Linda Griffiths (LG)	Lead Nurse	NW CHD Network
Nayyar Naqvi OBE (Chair) (NN)	Emeritus Consultant Cardiologist	Wrightington, Wigan & Leigh NHS FT
Rachael Barber (RB)	Consultant Paediatric Intensivist/Deputy Medical Director/RMCH Paediatric Clinical Lead	Manchester University NHS FT
Raphael Perry (RP)	Medical Director	Liverpool Heart and Chest Hospital NHS FT
Sameer Misra (SM)	PECSIG Chair	Bolton NHS FT



Apologies:

Alfie Bass (AB)	Medical Director	Alder Hey Children's Hospitals NHS FT
Beth Weston (BW)	Chief Operating Officer	Liverpool University Hospitals NHS FT
Elliot Shuttleworth (ES)	Divisional Director for Cardiac Services	Manchester University NHS FT
Gary Price (GP)	Chief Operating Officer	Liverpool Women's Hospital NHS FT
Helen Chadwick (HC)	Service Specialist (Specialised Commissioning Team)	NHS England & NHS Improvement
Jonathan Mathews (JM)	Chief Operating Officer	Liverpool Heart & Chest Hospitals NHS FT
Lynn Greenhalgh (LG2)	Medical Director	Liverpool Women's Hospitals NHS FT
Richard Palmer (RP) Kimberley	Senior Planning Manager - Adults	Welsh Health Specialised Services Committee
Sally Briggs (SB)	Medical Director	Manchester University NHS FT
Sarah Vause (SV)	Consultant Obstetrician in Fetal and Maternal Medicine and Medical Director of Saint Mary's Hospital	Manchester Hospitals NHS Foundation Trust

Declarations of Interest: None



Item 2 – Network Update & Finances (ODN Workforce Proposal & Network Clinical Director

Helen Sanderson (HS) reported the following network updates:

Clinical Director Appointments

- Following Gordon Gladman's retirement, Caroline Jones, Clinical Lead & Consultant Fetal & Paediatric Cardiologist, Alder Hey Children's Hospital NHS FT and Damien Cullington, Consultant Adult Congenital Cardiologist / ACHD Clinical Lead, Liverpool Heart & Chest Hospital NHS FT have been appointed as joint Clinical Directors for the Network.

Network Funding

- In light of the new updated CHD Network Specification Document (2023) the Network submitted a business case to NHS England requesting additional finance to be able to increase staffing levels. The Business case was rejected by NHSE. A review and further submission will be considered in the new financial year once funding of ODNs moves to ICBs.
- As of September 2024, the Network will have 2.8 WTE plus 2 PAs for the Clinical Director roles.
- The Network annual work plan will be reviewed and work prioritised against the Network standards, but we will also need to be clear what is not achievable within the current finances and workforce.

Item 3 – Regional Updates including Data

Caroline Jones, Clinical Lead & Consultant Fetal & Paediatric Cardiologist Paediatrics - Alder Hey Children's Hospital:

Waiting Lists

- The EPR system went live at Alder Hey in the Autumn. There have been some significant issues which has not allowed us to retrieve data as normal.
- There has been a rise in the surgical list, approximately 85 patients waiting. Benchmarking nationally is still reasonable and we continue to prioritise.
- ICU is at full capacity due to the usual winter pressures.
- Slow rise on EP/Catheter waiting lists but manageable for both these lists.

New Patients

- Outpatient backlogs continue to face pressures owing to the pandemic.
- Approximately 1000 patients waiting for a new cardiology appointment.
- Recently employed two additional locum consultants who have increased the number of new patients on their list to assist with the backlogs.



Follow Up Appointments

- Rise in follow-up appointments this winter. Liaising the Chloe Lee, Divisional Lead, to manage this and review our clinical capacity and clinic space.
- Need to consider increasing our outpatient capacity significantly over the next few years.

Transition

- Transition service is steady, no issues to report.
- Staffing resources remain an issue.

Overall DNA rate (%) & New Patients per month

- DNA rates remain reasonable between 5 & 7%.
- New patients' referrals per month are approx. 190-250 per month.

Rachael Barber, Consultant Paediatric Intensivist/Deputy Medical Director/RMCH Paediatric Clinical Lead, Manchester University NHS FT

New Patients

- Significant increase in backlog of new patients and some increase in long waits.
- ECL funding has been approved to assist with extra weekend clinics which will start next month and will be a mix of new and follow-up patients.

Follow Up Appointments Backlog

- No major changes to report. The introduction of the additional clinics will contribute to a reduction in backlogs.

Transition

- Service working well, no issues to report.

Overall DNA rate (%) & New Patients per month

- Referrals approximately 200 per month, very similar to Alder Hey but a significant reduction from 280 a month this time last year.
- Patient engagement communications have increased following the introduction of 'MyMFT' linked to our new EPR system. This will start to see a reduction in DNA rates.

Additional Information

- Two substantive consultant posts coming up.
- Recruitment of an additional locum still ongoing.
- PECSIG clinic now up and running in North Manchester with Oldham to follow.



Damien Cullington, Consultant ACHD Congenital Consultant, Liverpool Heart & Chest NHS Foundation

Liverpool Heart & Chest Hospital NHS FT

Waiting Lists

- Waiting lists steady for interventional and EP lists.
- Surgical waiting list approximately 80, with some cancellations due to sickness but now back to full capacity.
- Dental care SLA with Dental Hospital still awaiting agreement.

Follow Up Patients

- Gradual increase with follow-ups.
- Reviewing admin processes and how we can work more efficiently.
- DNA rates between 8-12% - as MFT above, the 'MyMFT' app is aiding the reduction.

Manchester Royal Infirmary

New Patient Appointments

- Continue to make progress working closely with the management team.
- Number of new patients awaiting follow-up appointments has decreased.
- Expansion of clinics, running at max capacity for general ACHD clinics per week.

Follow Up Appointments

- Looking forward aiming to be under 1000 patients in the new year.
- Consistent fall in the backlogs – although it will take a considerable amount of time before we see the data reflecting this.
- There is the additional challenge of losing support staff to the private sector – resulting in a lack of resources to provide additional clinics at the weekend.
- Previous inefficiency of utilisations of clinics at MFT has improved and hopefully this will also be reflected in the data over time.

DNA Follow Up Appointments

- Epic system continues to aid decrease of DNAs.

Item 4 – Cardiac Maternity Update

Sarah Vause, Consultant Obstetrician in Fetal and Maternal Medicine and Medical Director of Saint Mary's Hospital:

- Sarah Vause conveyed her apologies for the meeting. No issues to report.



Item 5 – Level 3 Centres Update

Liz Shackley introduced herself and Sameer Misra as the new PECSIG group chairs. There are currently no issues to report.

Item 6 – Paediatric Cardiology Partnership Group Update

Abby Prendergast, Associate Director of Strategy and Partnerships, Alder Hey Children’s Hospital NHS FT

- Business case is being submitted to NHS England senior leadership team on 11th December for further consideration.

Item 7 – Database Update

Gail Maquire, Project Manager, NW CHD ODN

- Face to face meeting set up with suppliers, Mindwave, Level 1 & 2 representatives and NHS England Commissioner which took place in November.
- It was agreed at this meeting that the following documents are to be revised and submitted to Trust providers for review and consideration:

PID, Data Protection Impact Assessment, Data Sharing Agreement and Database Specification (Mindwave) and datasets

- The Network have appointed a new data analyst, Liz Devonport. Liz has become instrumental in developing the data sets for this project and is working closely with Mindwave.
- The Network have requested for individual Trust providers involved in Phase 1 to respond by 22nd January 2024.
- If approved, and the Trust confirm resources available, the Network will work with Mindwave to create a workplan. If unsuccessful, the Network will liaise with NHS England to discuss next steps.

Item 8 – RMCH Self-Assessment Audit Report

Linda Griffiths, Lead Nurse, NW CHD ODN

The RMCH Self-Assessment Report was circulated prior to Board meeting for review.



- The purpose of the self-assessment process is to understand how and to what extent providers are delivering against NHS England Standards.
- RMCH self-assessment review meeting took place on 3rd May 2023.
- Their report was signed off in July 2023 and brought to the Board today for final sign-off.
- There were 9 recommended actions identified.
- There will be a review in 12 months to assess progress against the actions agreed with the Network and NHS England Commissioners.
- Caroline Jones and Damien Cullington asked as the new Clinical Directors of the Network to review RMCH Self-Assessment report document before being signed off.

ACTION: LG to send the RMCH Self-Assessment report to CJ and DC To review

Item 9 – Network MOU

Linda Griffiths, Lead Nurse, NW CHD ODN

LG recapped the following details regarding the Network MOU:

- Network MOU rewritten in December 2022 and signed off at the January 2023 board.
- Subsequently, NHS England released their own MOU which is now part of their contracts with acute provider trusts in the North West and includes all Networks. This has been issued in England only and does not include Wales or the Isle of Man.
- The Network MOU is specific to our Network and does not contradict the NHS England MOU, and NHS England have confirmed that they have no objection to the Network using their own MOU, as long as this is the case.
- Questions to the Board:
 1. Does the Network utilise the NHSE MOU for our English providers and use the specific Network MOU for Wales & the Isle of Man only?
 2. Does the Network use their MOU for England, Wales & the Isle of Man in addition to the NHSE MOU?

All board members approved the existing Network MOU to be used alongside the NHS England MOU.



Item 10 – Commissioner Update

Helen Sanderson, Network Manager, NW CHD ODN on behalf of Helen Chadwick, Service Specialist for Internal Medicine Programme of Care (Specialised Commissioning), NHS England – North West

Delegation

In February 2023, the NHSE board approved the list of services that are appropriate for greater ICB leadership, those that are likely to be appropriate at a future point in time, and those services where commissioning responsibility will be retained by NHS England either on a permanent basis or temporarily until the point that they are considered ready for delegation. A list of these services can be found here: [board-2-feb-23-item-7-annex-a-final-spa-lists.pdf \(england.nhs.uk\)](https://www.england.nhs.uk/wp-content/uploads/2022/05/2023-02-02-board-2-feb-23-item-7-annex-a-final-spa-lists.pdf).

The NHS England (NHSE) Board will make a decision on the delegation of specialised commissioning responsibilities to ICBs on 7th December 2023 (see: Roadmap for integrating specialised services within Integrated Care Systems <https://www.england.nhs.uk/wp-content/uploads/2022/05/PAR1440-specialised-commissioning-roadmap-addendum-may-2022.pdf>). This decision will be informed by and assessment of ICB readiness described in Pre-Delegation Assessment Framework (PDAF) submissions that have been completed by ICBs with the support of regional specialised commissioning teams. This Framework seeks to build wider system capacity and capability centred on six domains: Health and care geography; Transformation; Governance and leadership; Finance; Workforce capacity and capability; and Data, reporting and analytics infrastructure. The intention across all three NW ICBs is that we will progress with the delegation of 'suitable and ready' specialised services from April 2024. It is expected that other regions across England may defer this delegation to April 2025.

For 2024/25, the current NW Specialised Commissioning team will continue to be hosted by NHS England, with responsibility for budgets and commissioning responsibilities delegated to ICBs. Within this arrangement, the NW Specialised Commissioning team will continue to provide support will continue to provide commissioning support to ICBs for delegated services and to NHSE for retained services. A new operating model for the regional specialised commissioning team is in development that will see the team to start to work more closely with ICB commissioning teams. In the meantime, please continue to connect with your specialised commissioning contacts in the first instance with any service, quality, finance or contract queries.

Current Workplans

The North West Specialised Commissioning Team have been kept apprised of progress of the CHD all-ages database project and they understand that the Project Initiation Plan, Specification, DPIA/Data sharing agreement and datasets will be shared with both centres for a decision as to whether this can be prioritised to deliver the project in a timely way.



Rachael Barber and Alfie Bass were able to meet with NHS England's new Medical Director, Dr Cowan to share their passion and commitment to drive towards a single service model while the paediatric business case is still progressing through due process.

PPV

Helen Chadwick will be attending the next meeting PPV meeting in December to update on delegation and also answer any questions relating to specialised commissioning.

Following the Board meeting NHSE have confirmed that delegation to ICBs in the North West will go ahead in April 2024.

ACTION: Future board meetings – if Helen Chadwick is unable to attend, it is essential for a NHS England Commissioner/representative to be present.

Item 11 – Welsh Commissioners Update

Kimberley Meringolo, Senior Planning Manager – Paediatrics, CTM UHB - Welsh Health Specialised Services Committee

- The five year specialised services paediatric strategy was published in 22/23 and we will be moving into year three of that strategy. The implementation of that is against the backdrop of financial pressures, but the timetable of that strategy is to review three to four services per year that we commission and to do an All Wales review.
- There is no date planned yet for the timetable for reviewing paediatric cardiology but is likely to be year four or five.

Adults Update on behalf of Richard Palmer, Senior Planning Manager - Adults, Welsh Health Specialised Services Committee

- Over the last five years, South Wales services have received significant investment within cardiac services, and these investments have secured significant service improvements. Moving forward the plan was always to have to follow these conversations with Betsy Cadwallader University Health Board as well as English providers to ensure equity of access. This work will now be taking place against the backdrop of acute funding pressures that are evident across NHS Wales, similar to NHS England. However, the driving force behind WHSSC is to ensure equity of access. Therefore, the conversations may be slightly different, but these remain a priority, so that will be on the adult work plan going into the next financial year.

Question raised if there was an update on whether a decision had been made for Wales to adopt the English Standards. This was following the self-assessment of Welsh providers against the English Standards in 2021. The outcome of this piece of work was



fed back to commissioners and there was a discussion about adoption of the standards.
ACTION: KM agreed to find out more information and report back.

Question raised about the Aberystwyth catchment area? There were some discussions about 18 months ago. The current pathway for paediatric and adult patients is not clear.

ACTION: KM will chase with providers to clarify.

Item 12 – National Update – Data & Workforce

Helen Sanderson, Network Manager, NW CHD ODN

National CHD Managers Meeting

- The Network attended the National CHD Managers meeting on on 15th & 14th November hosted by the National CHD Commissioner, Marion Eves.
- The two main workstreams for both the Clinical Reference Group and CHD Network Managers is data & workforce.
- Data requests - the North West are progressing well with the database project, which will support accurate National data requests moving forward.
- The request for additional and ad hoc data from the national team is growing on a regular basis
- Both Network's and CRG's interested in succession planning and work force. Work being done to map the workforce regionally and nationally. The data presented nationally didn't accurately reflect the workforce in the NW. Work needs to be done to clarify and feedback.

Item 13 – Patient Representatives

Janet Rathburn, Chair, PPV Group and Angelique Bray, PPV Group Member

Angelique introduced herself to the board. JR gave the following PPV group update:

- **Thank You** - The group would like to thank Gordon Gladman for all his work with the Network and support to the PPV Group and to wish him 'Good Luck' in his retirement, and 'Congratulations' to Caroline Jones and Damien Cullington on their appointments.
- **Face to face PPV meeting** – this was held in September at which, Helen Chadwick, NHS England Commissioner gave a comprehensive update to the group.
- **Patient Information Day** – this event took place on 14th October in Liverpool, which was very successful. Attendance was a little disappointing but those that did attend fed back it was very beneficial. Thank you to Linda Griffiths for all her hard work and to all speakers for their valuable contributions.



- **New Members** - Following the Patient Information Day, we had interest from three potential new PPV members, which will assist with our succession planning as several current members will stand down in the summer when their four year membership concludes.
- **Alder Hey Charity office and Team 1C Issue** – a meeting was held yesterday with Team 1C and various representatives from Alder Hey and it is looking likely that this will be resolved.
- **Next PPV Group Meeting** – representatives from Liverpool Heart & Chest Hospital will be in attendance to talk about some important issues including communications, patient access to helplines and backlogs/waiting lists.
- **Communicating with Patients regarding backlogs** - Discussion as to the best approach to this so people are aware of the backlogs and how to contact the CHD Teams if they are worried, without causing worry to some patients who are not overdue their appointments. Need to consider various approaches available. Better utilisation of the Network website would be helpful.

Item 14 – Risk Register

Linda Griffiths, Lead Nurse, NW CHD ODN

Continue to have 18 risks in total on our register. Only those Risks scoring 12 or above are reported here:

Lack of funding to support the transformational work required for the development of the Single Paediatric Cardiology Service (20)

Awaiting NHS England approval of the business case.

Backlogs at MFT (16)

Some of the challenges faced include communication and how this is being managed. This has improved recently and would expect this score to reduce to 12 as a result

ICC Service North West (increased to 15 – catastrophic/possible)

Meeting with the Clinical Lead for this service to make sure we have the controls and actions recorded accurately.

Psychology Provision (12)

No change to report.

Cardiology Staffing at RMCH (12)

No change to report. Is dependent on outcome of business case submitted to NHSE.

Database (12)

Update received at today's meeting. Target April for completion.

Fetal Cardiac Nurse Specialist – RMCH (12)

No change to report. Is dependent on outcome of business case submitted to NHSE.



Insufficient number of cardiac nurse specialists at RMCH (12)

No change to report. Is dependent on outcome of business case submitted to NHSE.

Cardiac Physiologists (12)

No change to report. Is dependent on outcome of business case submitted to NHSE.

Lack of capacity at RMCH & AH Follow Up Appointments (12)

No change to report.

Lack of Transition Nurse – RMCH (12)

No change to report. Is dependent on outcome of business case submitted to NHSE.

Insufficient of Funding for Network (12)

In light of new Network specification Standards - the Network will be unable to meet all of these with the current workforce. Business Case submitted to NHSE rejected.

Network will therefore prioritise their work plan for 24/25.

Item 15 – Ratification of Network Documents

Linda Griffiths, Lead Nurse, NW CHD Network

There are no documents to be signed off.

Item 16 – CHD Network Manager

Abby Prendergast, Associate Director of Strategy and Partnerships, Alder Hey Children’s Hospital NHS FT

AP confirmed ODN structural changes for the Network in accordance with NHS England changes and future expectations of Network’s work and shared the following structure:

- Network manager post to be increased to 1 WTE and banding to be increased in line with other regional ODNs.
- Helen Sanderson will be leaving the Network in January 2024
- The advert for the new Network Manager post will be advertised shortly. In the interim, Nicola Marpole, who has been covering the role from September 2022, has agreed to continue in the role in an interim capacity from January to March 2024 until the new manager is recruited.
- New Clinical Director posts included.

AP extended a massive ‘thank you’ to Helen Sanderson for her work as Network Manager and on behalf of the board wished her every future success.



Item 17 – Word from our Chair

Nayyar Naqvi, Chair, Emeritus Consultant Cardiologist

On behalf of myself and all board members, ‘thank you’ to Helen for your commitment and hard work in the role of Network Manager for the Network.

Misra Sameer, PECSIG Chair, commented that the meeting was very well run with some detailed discussions and looking forward to contributing at future meetings, which was echoed by fellow PECSIG Chair, Liz Shackley.

Item 18 – Any Other Business

LG also said ‘thank you’ to Helen for all her hard work with the Network. Need to consider the implications regarding the lack of funding for the Network. Work on the database is up and running and having a Data Analyst will become critical.

JR agreed that data is very important to the PPV group and keeping this post within the Network structure is of vital importance. JR also expressed ‘thank you’ to Helen for all her hard work and support given to the PPV group.

HS responded to say “thank you to everyone for the kind comments. It has been an absolute pleasure to work with the Network for almost ten years. I think Nicola Marpole has done an amazing job whilst I was on maternity leave, and I have no doubt she will continue to do so from January until the new manager is appointed. I wish you all well and thank you for your support”.

Date of Next Meetings

Monday 26th February 2024 2.00pm-4.00pm via MS Teams

Tuesday 21st May 2024 1.30pm-3.30pm via MS Teams

Monday 12th August 2024 2.00pm-4.00pm via MS Teams

