



LPCN Group Meeting

Actions of the meeting held on Wednesday 24 January

Members	Role	Organisation	Apologies
Adam Hurlow (AH)	Chair and Clinical Lead	LTHT	
Diane Boyne (DB)	LPCN Manager	LPCN	
Jenny Baines (JB)	Senior Pathway Integration Manager (End of Life and Frailty)	Leeds Health & Care Partnership	
Natalie Sanderson (NS)	LPCN Clinical Executive Team Member	SRWFH	
Leigh Taylor (LT)	LPCN Education Facilitator	LPCN	
Dawn Heron (DH)	Marie Curie Clinical Nurse Manager	Marie Curie	
Jo Neiland (JN)	Head of Community Services	SGH	
Laura Speight (LS)	Head of IPU	SGH	
Sian Cartwright (SW)	Head of health & Development	Carers Leeds	
Jane Robinson (JR)	Manager, Leeds Bereavement Forum (LPF)	LBF	✓
Lesley Charman (LS)	Executive Team Member	LTHT	✓
Suzanne Kite (SK)	Consultant in Palliative Medicine	LTHT	✓
Sarah McDermott (SMc)	LPCN Clinical Executive Team Member	LCH	✓
Liz Brown (LB)	Guest Speaker – Palliative Care Clinical Nurse Specialist	LTHT	
Justine Ball (JBa)	LPCN Administrator	LPCN	

1. Welcome & Apologies

AH welcomed everyone to the meeting and noted apologies above.

2. Approval of Action Log from Last Meeting & Matters Arising

The minutes of the meeting held on 15 November 2023 were accepted as a correct record of the meeting.

Previous Actions:

No.	Action	Owner
232	Information about the EoL Doulas will be added to the LPCN website. Complete.	DB
233	Jenny Baines agreed to share the interim report from the EoL Doulas. Complete.	JB
234	Dawn Heron will discuss with her manager if there are any opportunities for Marie Curie to support bereavement provision. Complete – no funding available.	DH

3. LTHT CSW Education Project

LB gave the Group an overview of the training approach and plan for the rollout of CSW priority training in palliative and end of life. This is an education project funded by the LPCN

<p>which since July 2023, has delivered training to 374 CSWs (Band 2/3s) in LTHT. The project also aims to build up a network of B3 CSW ‘Support Champions’, an elearning module and a train the trainer model for CSW bootcamp.</p> <p>A conference for the Support Champions is planned to take place in June and Community and Hospices will also be invited to attend.</p> <p>A copy of the presentation will be circulated with the meeting minutes.</p>	
<p>4. Chair’s Update</p>	
<p>AH acknowledged the clinical and financial pressures facing the system at the moment. The ICB is going through an organisational restructure and initial discussions have started to consider the impact on the LPCN, it’s functions and finances and ensuring it is aligned with any new governance structures and city wide priorities.</p>	
<p>5. Network Manager’s Update</p>	
<p>DB updated the Group on the recruitment of the LPCN Education Lead post and the decision to postpone the expressions of formal interest until the restructures and future finances are clear. LT will continue to provide the oversight and input into the LPCN Executive Team.</p> <p>DB thanked NS for covering the LPCN Executive Lead role for SRWFH whilst Emily Curran is on maternity leave.</p>	
<p>6. Bereaved Carers</p>	
<p>DB gave the Group a high level overview of the findings and recommendations from the Bereaved Carers Survey 22-24 which was circulated with the LPCN Group meeting papers.</p> <p>The full survey is available on the LPCN website and can be accessed here Bereaved Carers Survey about End-of-Life Care in Leeds (leedspalliativecare.org.uk)</p>	
<p>7. End of Life Population Board</p>	
<p>AH updated the Group on the Boards feedback on the Bereaved Carer’s Survey who discussed the challenges getting the survey out to people and the concerns of the Registrars regarding timing. The Board also have a concern that the survey may be duplicating other feedback mechanisms. For example, NACEL (National Audit of Care at End of Life) has a rolling programme of auditing and visiting bereaved carers and the Medical Examiners role will be rolled out to all settings from April. The latter is independent of provider organisations and will be scrutinising all deaths and seeking feedback from bereaved carers also. On this basis it was agreed by the Board to pause the survey and try to understand as a city what feedback is already being collected by partner organisations. This will be progressed by the Bereaved Carers Survey Group who are next meeting in March.</p> <p>The Group discussed the results from the care homes, the few responses received in the survey and the complex operating landscape.</p> <p>Respiratory Project – JB updated the Group on progress and stated that the EoL population and respiratory, utilisation and unplanned admissions in acute settings is one of five priorities of the Healthy Leeds Plan. A workshop is planned to take place on 25 January to develop and test various hypotheses in 3 LCPs – Seacroft, Crossgates and Hunslet and Middleton. The ICB EMT will be updated on the outputs of the workshop in February/March following which the LPCN will be provided with an update.</p> <p>JB also confirmed that future funding for the Homelessness Inclusion service could potentially come from West Yorkshire Health Inclusion money.</p>	

<p>AH confirmed that the WY ICS commissioned Healthwatch to engage with minority populations regarding their experience of end of life care in each of the ICS areas including Leeds. The report will be circulation to the Group once received.</p>	<p>AH</p>
<p>8. Systems Pressure</p>	
<p>No further update to add.</p>	
<p>9. Finance Report</p>	
<p>Qtr. 3 Finance report outstanding but will be circulated to the Group once received. Small amount of budget remaining if Group members have any requests for funding. DB also confirmed that the LPCN was still exploring if it can support in the development of the Hubs, SPA and support to people out of hours.</p>	<p>DB</p>
<p>10. Risk Register and Systems Issue Log</p>	
<p>The risk register was reviewed by the Group and DB confirmed that a new risk will be added with regards to the financial challenges in the system and the potential impact on the LPCN. The system issues log was reviewed and no new issues were raised.</p>	
<p>11. Programme Overview</p>	
<p>The Programme Overview document was reviewed with key updates by exception as follows:</p> <p>LTHT ReSPECT Audit – The Academic Unit of Palliative Care (AUPC) team has been supporting the project to analyse ReSPECT data and the findings will be published shortly.</p> <p>Planning Ahead – DB confirmed that new codes for preferred place of death for learning disabilities and mental health will be added to the planning ahead template to better meet the Information Standards.</p> <p>EDI Group – plan to meet on 28 February 2024.</p> <p>Timely Recognition Tool – this is a screening tool within electronic patient records piloted in Primary Care. The project is progressing as planned and the team are currently revisiting practices to see what has happen to the people who were identified by the tool 12 months earlier.</p> <p>Heart Failure – guidelines have been revised for Leeds and these are currently in the LTHT approvals process.</p> <p>Leeds Palliative Care Ambulance – a second palliative care ambulance went into service in December. DB advised the Group of an issue with support from Dodgson’s Funeral Service which is currently being looked into.</p> <p>Transfer of Care Hospital to Hospice – an agreement has been reached on which drugs do /do not need to be supplied by LTHT to hospices which could result in potential savings to the system.</p> <p>Leeds Dying Well in the Community – project update to be brought to the Group in the near future.</p> <p>Planning Ahead training – these will be face to face in 2024 with first course running in February. The course flyer will be circulated with the meeting minutes for the Group to share with interested colleagues.</p>	

<p>Carers Page in Website – a citywide leaflet for end of life and palliative care has been developed and is at the final draft stage. An easy read version of this will be also be developed in conjunction with the LD Team at LTHT.</p> <p>Dying Matters – DB confirmed that the ICB is to confirm the future of this partnership arrangement.</p> <p>Whole City Linked Data – AH confirmed that this project is using the Leeds Data Model to pull data together from all key palliative and EoLC providers who routinely collect health data. The Board has approved the initial proposal to focus on advanced care planning through an inequality lens.</p> <p>EoLC Metrics - LTHT ReSPECT data is now flowing into reports.</p>		
12. WY&H ICS Updates		
Updates covered in 7 above.		
13. Members Update		
<p>SRWFH – NS made the Group aware that the Family Support Services is going through a consultation period with regards to changing some aspects of what the service delivers and renaming the service to Wellbeing and Community Support Team. The consultation period has started and will last for a month but is likely to affect a number of people employed at Wheatfields.</p> <p>SGH – JN confirmed that SGH are linking in with LCH with regards to the Rapid Response Pilot in the North area with an introductory meeting planned shortly.</p> <p>Carers Leeds – SC advised the Group that the latest annual Carers Survey has closed with 600 responses. The results are expected to be published in March. SC to check if the survey captured end of life care. An Impact Report from last year’s survey findings is available on the Carers Leeds Websites and can be found here Carers Leeds Impact Report 2022-2023 – Carers Leeds</p> <p>SC gave an update on Leeds Oak Alliance, a partnership involving SGH and SRWFH which provides a single point of access to services for carers and people at EoL or living with frailty. AH stated that he would like the Alliance to link in with LTHT Palliative and EoL Care Teams.</p> <p>Marie Curie – DH will link in with SMC to find out more about the Rapid Response pilot as Marie Curie currently provide night support to the LCH Night Service.</p>		SC
14. Actions Agreed		
No.	Action	Owner
235	Share the WY ICS commissioned Healthwatch report into end of life care with the Group once received.	AH
236	Circulate the LPCN Finance Report for Qtr. 3.	DB
237	Confirm if the Carers Leeds annual survey includes end of life care.	SC