

LOCAL MATERNITY SYSTEMS MEETING (LMS)

Minutes of the Local Maternity Systems meeting held on Wednesday, 16 January 2019 at 2.00 pm, Lincoln Room, Cross O'Cliff, Bracebridge Heath, Lincoln, LN4 2HN

Present:

Anita Wood (AW)	Children's Health Locality Manager	LCC
Catherine Franklin (CF)	Matron Pan Trust Neonatal Services	ULHT
Daniela Nowalski (DN)	Maternity Voices Partnership Chair	LECCG
Emma Upjohn (EU)	Interim Community Midwife Matron/Community Midwife Manager	ULHT
Julie Bulteel (JB)	Matron, In-Patient & Maternity, Lincoln	ULHT
Kerri Bennett (KB)	Maternity Transformation Project Lead	LECCG
Rebekah Calladine (RC)	Community Midwifery Matron	ULHT
Sally Savage (SS)	Programme Director, Women & Children	LCC
Sue Jarvis (SJ)	Maternity Transformation Programme Manager	LECCG
Susan Edge (SE)	Lay Member	
Tracy Clinkscales (TC)	Project Support Officer	LECCG
Tracy Stewart (TS)	Maternity Transformation Midwife Lead	LECCG
Victoria Cox (VC)	Mental Health Midwife	ULHT
Yvonne McGrath (YM)	Consultant Midwife	LECCG

In attendance:

Judith Foxon, Education & Project Lead EMNODN

Apologies for Absence

Beverley Bolton	Interim Business Manager	ULHT
Brian Jaffrey (BJ)		EMAS
Claire Gartland (CG)	Project Lead	LECCG
Conrad Bosman (CB)	Consultant	ULHT
Dr Hande Ajay Reddy	Consultant Paediatrician	ULHT
Greta Hayward (GH)	Screening and Immunisation Manager (Midlands and East)	NHS England
Helen Hawksworth (HH)	Childrens Health Locality Manager	LCC
Ian Rothera (IR)	Quality Improvement Manager	NHS England
Jodie Lindley (JL)	Clinical Manager for Perinatal Mental Health Team	LPFT
Kizzy Lynch (KL)	Lead Midwife for nurse Education	UoL
Linda Dennett (LD)	Lead Nurse	LCC
Linda Hunn (LH)	Associate Director/Lead Nurse, CNN & TPN	CNTPN
Lucy Wonnacott (LW)	Midwife	ULHT
Mandy Clarkson (MC)	Public Health	LCC
Manjusha Sant (MS)	Consultant Gynaecology	ULHT
Marie Jarrett (MJ)	Public Health	LCC
Mary Dowglass (MD)	Non Executive Director	LPFT
Michelle Rhodes	Director of Nursing	ULHT
Niemotko Zbigniew (Zibi)	GP	LECCG
Odiri Oteri (OO)	Consultant, Obstetrics & Gynaecology	ULHT

Paul Hinchliffe (PH)	Senior Business Manager	ULHT
Penny Snowden (PS)	Deputy Chief Nurse -Transformation	LECCG
Rebecca Dickenson (RD)	Consultant Perinatal Psychiatrist	LPFT
Sharon Verne (SV)	Head of Clinical Network, Maternity & Children	NHS - EM
Srin Amirchetty (SA)	Consultant	ULHT
Sue Bennion (SB)	Head of Midwifery and Nursing, Women & Children's Services	ULHT
Terry Vine (TV)	Deputy Chief Nurse	LWCCG
Tracy Pilcher (TP)	SRO Maternity Transformation/Chief Nurse (Chair)	LECCG

Action

1.1 Welcome & Introductions

Sue Jarvis opened the meeting. Introductions were made and apologies noted. SJ congratulated DN on the birth of Anna in December 18, and thanked her for her ongoing support.

Declarations of Interest

None. In you feel there are any declarations of interest not identified please contact Tracy Clinkscales as soon as possible.

1.2 Minutes of the meeting held on 15 August 2018 and meeting held on 21 November 2018

The minutes of the meeting held on 15 August 2018, were agreed as a true record. It was requested that members check their attendance as the signature sheet was missing.

The minutes of the meeting held on 21 November 2018, were agreed as a true record.

Action Log Update

See below updated sheet.

1.3 Matters Arising

None.

1.4 Women's Story

Due to absences within the team including MVP we do not have a Women's Story at this LMS.

2 Safety Domain

2.1 Maternity Dashboard

The Dashboard was taken as read.
RC presented the maternity dashboard for the site and unit. Improvements were noted in terms of stillbirths. It was noted that this was the last dashboard ratified by the internal governance system; once the current dashboard had been ratified it would be sent through to the Commissioners. Smoking has been a recent priority for ULHT; the next dashboard should see the changes to prevalence's following the interventions.

ACTION:

The latest dashboard to be sent to Tracy Clinkscales for circulation

R Calladine

Action

The Birth Choices intervention at Pilgrim is now in place and the results appear to be positive, it was suggested that the pilot now be run out across the Trust. SJ asked for presentation around the intervention. RC to present at the next LMS 20 March 2019.

ACTION:

Presentation at the next LMS 20.03.19 regarding Birth choices intervention

R Calladine

The home births rate is now at 2.72%.

The LMS congratulated the maternity team again in achieving a sustained reduction in 3rd degree tears and recommended that the unit celebrate this with their staff.

SJ requested to JB for some of the audits to present these improvements at the LMS.

JB advised ULHT are thinking of piloting a MDT process for induction of labour and will bring back the pilot plan to the LMS.

ACTION:

Julie Bulteel to bring an audit report to be presented at the LMS 20.03.19.

Julie Bulteel

2.2

Safety Culture Survey

KB advised that this document has been requested on numerous occasions. Still not received.

JB to obtain a copy for the LMS.

JB and CF spoke about celebrations of work. It was agreed for celebration to be on the LMS agenda.

ACTION:

All celebrations of work / good news stories to come to LMS, and be an agenda item.

All / T Clinkscales

KB is going to suggest that the Safety Collaborative and The Saving Babies Lives Bundle merge.

SE asked if the information of Maternity mortality feeds into the wider system group. SJ advised that TP is now part of the Maternity Safety Meeting alongside Michelle Rhodes.

2.3

LMS Summary of Deep Dive 1 SBLCB

Paper circulated and taken as read. KB highlighted some points, the first deep dive was submitted for the 20th December 2018, KB thanked the ULHT staff involved for collating information for the submission. NHSE feedback not returned to date.

ACTION:

Provide feedback from Deep Dive submission 20.12.18 for the next LMS 20.03.19.

K Bennett

		<u>Action</u>
	<p>KB advised that there is still no clear governance around SBLCB. Recommendations seem to favour collaborating the 2 plans.</p> <p>ACTION: Safety Plan to be submitted to the LMS for the next LMS 20.03.19.</p>	J Bulteel
2.4	<p><u>Progress Report on Safety</u></p> <p>Paper circulated and taken as read. At each LMS KB will focus on a different element. KB briefed the members of the Safe and Effective Care workstream and emphasised that reducing term admissions work need to be embedded.</p>	
2.5	<p><u>SBLCB Survey 11</u></p> <p>Paper circulated and taken as read. The template circulated is ready for the Mid-March submission. KB is meeting on 17.01.19 to discuss various elements in readiness for the submission. This piece of work will comprise of approximately 30 audits and each contains 50 sets of notes.</p>	
2.6	<p><u>Hypothermia Review</u></p> <p>Not discussed</p>	
2.7	<p><u>Safety Collaborative Update</u></p> <p>Incorporated into above.</p>	
2.8	<p><u>CoC Information leaflet</u></p> <p>Moved to next section of agenda.</p>	
2.9	<p><u>Process for Learning Lessons SI Maternity and Neonatal</u></p> <p>This item is for the 20.03.19 meeting.</p>	
3	<u>Continuity of Carer</u>	
3.1 & 2.8	<p><u>Progress on Continuity of Carer workstream</u> <u>CoC Information Leaflet</u></p> <p>Paper circulated and taken as read. The leaflet is to be circulated again.</p> <p>ACTION: Tracy Clinkscales to recirculate the CoC leaflet.</p> <p>TS advised that work continues in the Skegness and Grantham areas with the Community midwives. Plans are looking to pilot a model with the Home Birth team in Sleaford.</p> <p>SE enquired about the process for area selection for these models. SJ advised this was part of the work when implementing the Community hubs, deprivation, population needs.</p> <p>SJ advised that workforce for the future is in current discussions between TP and Michelle Rhodes.</p> <p>Discussion between TP and Michelle Rhodes regarding Continuity of Carer are continuing outside of this meeting.</p>	Tracy Clinkscales

		<u>Action</u>
3.2	<p><u>Personalised Care Plan</u></p> <p>Paper circulated and taken as read. Yvonne also mentioned motivational interviewing and the app 'mum and baby' which is free. Any comments on the personalised care plan, direct to Yvonne.McGrath@LincolnshireEastCCG.nhs.uk</p>	
4 Personalised Care		
4.1	<p><u>Progress on Community Hubs and Personalised Care</u></p> <p>SJ advised still receiving positive feedback from the hubs. She is attending Westminster next month as part of the Government work looking at family hubs.</p> <p>ACTION:</p> <p style="text-align: right;">SJ to bring the presentation to the 20.03.19 LMS.</p>	Sue Jarvis
5 Choice		
5.1	<p><u>Progress on the Choice Domain</u></p> <p>SJ advised, busy meeting women around the county. Inputting more information on the website and getting people to understand the choices.</p>	
6 Perinatal Mental Health		
6.1	<p><u>Progress on the Perinatal Mental Health Workstream</u></p> <p>Paper circulated and taken as read. KB also advised of a Perinatal Mental Health Launch event on the 7th February 2019, the poster for this are already out.</p> <p>ACTION:</p> <p style="text-align: right;">Feedback from PNMH launch event to be fed back to 20.03.19 LMS.</p> <p>The pathway currently being looked at is mild to moderate.</p>	Jodie Lindley
7 Workforce		
7.1	<p><u>Workforce Plan</u></p> <p>Next meeting.</p>	
8 Neonates		
8.1	<p><u>Progress Report for Neonatal Workstream</u></p> <p>DN updated the members of the neonatal listening yesterday; it was very successful we now have some neonatal workstream champions to voice in Lincolnshire. Coffee morning will be booked to share stories.</p> <p>Also going to launch the Neonatal Stork Project which will provide information about Better Births, Health Visitors, LCC. We do need some Storks knitting; please ensure the wool is machine washable, the pattern can be found here:</p>	

Action



Flamingo-and-Stork.p
df

and can also be found on our social media.

ACTION:

Tracy Clinkscales to circulate the Stork pattern

Tracy Clinkscales

9 Co-Production

9.1 Update from Maternity Voices Partnership

DN updated the members; the next Maternity Voices Partnership meeting is the 13th February 19. MVP currently working on neonatal and RAF MVP. A mum who might be interested in attending the fit for pregnancy event. SJ is also attending this event and will feedback at the MVP meeting 13th February 19.

DN advised that the Baby on Badges should be arriving any day now.

AW asked if DN had heard of ready Steady Mums Group, as some of them might be interested in becoming part of MVP.

9.2 Engagement and Social Media

Paper circulated and taken as read. SJ also added that we had been shortlisted for a FAB award, although didn't win, will try again in the future. Great achievement though. KB and Nikki Pepper attended the awards on behalf of Better Births Lincolnshire.

10 LMS Governance

10.1 Performance Report

Paper circulated and taken as read. No additional comments or questions during the meeting.

10.2 Better Birth's Risk Log

Paper circulated and taken as read. No additional comments or questions during the meeting.

10.3 Better Births Annual Report

Paper circulated and taken as read. Tracy Clinkscales to check when the Annual Report will be published.

ACTION:

Tracy Clinkscales to check when the Annual Report will be published.

Tracy Clinkscales

10.4 Progress on Digital Maturity Assessment

SJ updated the members that SJ, Laurie Allport and Liz Jones have been working with the national team, on the National Plan for Digital.

ACTION:






SJ to present the presentation to the LMS on 15 May 2019

**S Jarvis / L
Allport**

		<u>Action</u>
	<p>In relation to the long term funding on digital, we are awaiting further feedback.</p> <p>ACTION: Feedback on long term funding to LMS 20 March 2019</p>	S Jarvis
10.5	<p><u>Better Birth's Team Update</u></p> <p>None.</p>	
10.6	<p><u>Feedback from Regional Stakeholders</u></p> <p>Judith spoke about, the capacity within the Network and the difficulty repatriating babies back to Lincolnshire due to the pilgrim pathways changes.</p> <p>Outreach CQUiN recruitment in the North. Neonatal Outreach, posts, CF has done the job descriptions and is currently awaiting HR sign off for them to be advertised.</p> <p>Action: CF to update on the neonatal outreach posts at next LMS meeting 20.03.19.</p> <p>QIS training now has funding for 13 places North and South.</p> <p>ULHT are not well represented at Network meetings, no attendance form medical staff. Not attending mortality meetings so Network have no oversight of deaths within ULHT.</p> <p>Peer review visit. Network team are meeting neonatal team to update and review. CF will bring the presentation to the LMS 20 March 2019.</p> <p>ACTION: To give presentation on the peer review at the LMS 20 March 2019.</p>	C Franklin
10.7	<p><u>Feedback from Local Partners</u></p> <p>EU updated member that Mary McGillivray has won the Emma's Diary, Midlands, Midwife of the Year award from the RCM. Mary is a Sleaford based Community Midwife. She had a really lovely nomination from a patient who sighted many great aspects of the care Mary provided as being behind the nomination. The award is very well deserved. We are very proud as a team to work along-side Mary and to be able to congratulate her on this fabulous achievement. The awards are presented in March 2019 where Mary will, as a regional winner be put forward for the national award.</p> <p>AW work will commence to raise awareness of the FAB programme in the Children Centres, HV and Neonatal Unit</p> <p>YM felt the early pregnancy pathway needed to be reviewed. This will fit in with the 'Fit for Pregnancy PHE work</p> <p>Health visiting need to do more work with the borders areas to ensure robust communication in regard to mothers who deliver out of area.</p>	C Franklin
11	<p>Information Received</p> <p>Items sent throughout the month.</p>	

		<u>Action</u>
12	Summary	
12.1	<p><u>Summary of Actions and Lessons</u></p> <p>As mentioned above and to be noted on the action log.</p>	
12.2	<p><u>Any Other Business</u></p> <p>CF advised that with all of the Hyperthermia reduction work continuing, it has reduced but it will never reach zero due to the small numbers of babies in this cohort.</p> <p>SJ requested front sheets for all papers submitted for the LMS. Front sheet to be circulated.</p> <p>ACTION: Front sheet to be circulated.</p> <p>ACTION: SJ requested to send Tracy Clinkscales the final and completed documents for LMS submission only, not to copy her into emails collecting information emails or part complete documents.</p>	<p>Tracy Clinkscales</p> <p>ALL</p>
12.3	<p><u>Date and Time of Next Meeting</u></p> <p>The next Local Maternity System meeting will take place on Wednesday, 20th March 2019 at 2.00 to 4.30 pm, Lincoln Room, Cross O'Cliff, Bracebridge Heath, LN4 2HN</p> <p>Administration: Tracy.Clinkscales@LincolnshireEastCCG.NHS.uk Tel:01522 515404</p>	

Date and time of future Lincolnshire Maternity Systems (LMS) Meetings	
All meetings 2.00 – 4.30	
20 March 2019	Lincoln Room, Cross O'Cliff, Bracebridge Heath, LN4 2HL
15 May 2019	Lincoln Room, Cross O'Cliff, Bracebridge Heath, LN4 2HL
17 July 2019	Lincoln Room, Cross O'Cliff, Bracebridge Heath, LN4 2HL
18 September 2019	Lincoln Room, Cross O'Cliff, Bracebridge Heath, LN4 2HL
20 November 2019	Lincoln Room, Cross O'Cliff, Bracebridge Heath, LN4 2HL
Project Support Officer: Tracy.Clinkscales@LincolnshireEastCCG.nhs.uk Tel: 01522 515404	

-  www.betterbirthslincolnshire.co.uk
-  [BetterBirthsLincolnshire](https://www.facebook.com/BetterBirthsLincolnshire)
-  [@BetterBirthLinc](https://twitter.com/BetterBirthLinc)
-  [#BetterBirthsLincolnshire](https://www.instagram.com/BetterBirthsLincolnshire)
-  BetterBirths@LincolnshireEastCCG.nhs.uk
-  [01522 515404](tel:01522515404)

LOCAL MATERNITY SYSTEMS ACTION LOG

ACTIONS FROM 16 JANUARY 2019 MEETING

Date of Meeting	Agenda Ref	Item	Lead	On Agenda (order 2 nd)	Deadline	Progress/ Action Taken (red items 1st)
14 March 2018 Red	6/17 b	RCM Caring for You:	P Snowden Julie Buteel	No	14.03.18 A 09.05.18 R 15.08.18 R 20.03.19R	Penny Snowden to discuss with Jennie Neagus. Julie Buteel to discuss with Sue Bennion for escalation 09.05.18 Sue Bennion to meet with RCM update at next LMS 11.07.18. cancelled now 15.08.18 Sue Bennion to meet with RCM Suzanne Miller and update at next LMS 11.07.18 cancelled now 15.08.18. RC to chase 16.01.19 No update, SJ to contact RCM
14 March 2018 Red	9/17 9/18	Maternity Safety Plan:	S Bennion	Yes – Presentation to note	14.03.18 A 09.05.18 R 15.08.18 20.03.19	Sue Bennion is waiting for lots of information from the Safety Collaborative. The updated safety plan to be presented to the next LMS 11.07.18 cancelled now 15.08.18. 16.01.19 SB absent. JB agreed to obtain the updated copy and bring to 20.03.19 LMS.
22 November 2017 Amber	16	Social Media: 22.11.17 virtual tours of both site.	Alastair Railton Sue Bennion	No	A	FFT requested to be added to Registration page. Registration page requires ULHT to enable link 10.01.18 Above c/fwd 14.03.18 c/f 09.05.18 Sue Bennion agreed to discuss with Lucy in Comms ULHT to progress virtual tours, 15.08.18 Anna Richards at ulht check for update. Sue Bennion agreed to discuss with Lucy in Comms ULHT to progress virtual tours. 16.01.19 SJ to contact Anna Richards for update.
9 May 18 Amber	6/17 a	Digital, E-Records:	S Jarvis	No	09.05.18 A Oct 2018 20.03.19 A	09.05.18 Dave Smith or Liz Jones to be invited to the next LMS meeting to discuss e-records. This has been delayed due to ULHT Medway system not being update to date. STP/ULHT, IT have this in hand. Now Oct 18. 16.01.19 SJ will provide a further update on 20.03.19

Date of Meeting	Agenda Ref	Item	Lead	On Agenda (order 2 nd)	Deadline	Progress/ Action Taken (red items 1st)
9 May 2018 Amber	10/18	Feasibility Report	Sharon Robson	No	15.08.18A 20.03.19A	18.05.18 Provide update at the next LMS 11.07.18 cancelled now 15.08.18. 16.01.19 SJ to discuss with TP
21 November 2018	1.4	Women's Story TP to write to Trish following discussion at the LMS.	Tracy Pilcher	No	16.01.19 20.03.19	16.01.19 TP was not present. c/f 20.03.19
9 May 2018 Amber	16/18	AOB Baby box contents	Sam Crowe	Yes	20.03.19A	Baby box contents to be bought to the next LMS 11.07.18.cancelled now coming to 12.09.18. 16.01.19 To be brought to the 20.03.19 LMS
15 August 2018	2.5	Pascal Cultural Survey Report feedback	ULHT – S Bennion	Yes	20.03.19	15.08.18 Pascal Cultural Survey Report feedback will be given in September to November 18 at the latest. 16.01.19 To be put back on Agenda now Julie Bulteel
21 November 2018	4.1	Progress on Community Hubs and Personalised Care	S Jarvis	Yes	16.01.19 20.03.19	21.11.18 To develop key metrics for children centres to evidence impact. SJ to meet with M Jarrett 16.01.19 due to absences this meeting hasn't taken place yet, c/f 20.03.19
16 January 2019	2.1	Maternity Dashboard	R Calladine	Yes	20.03.19	16.01.19 RC to send the latest dashboard as soon as its been validated.
16 January 2019	2.1	Maternity Dashboard	R Calladine	Yes	20.03.19	16.01.19 RC to give presentation on Birth Choices at next LMS 20.03.19.
16 January 2019	2.1	Maternity Dashboard	J Bulteel	Yes	20.03.19	16.01.19 JB to give presentation on the audit report at next LMS 20.03.19
16 January 2019	2.2	Safety Culture Survey	All	Yes	20.03.19	16.01.19 All to send good news stories and celebrations of work, this will be a standing item on the agenda from March 19.
16 January 2019	2.3	LMS Summary of Deep Dive 1 SBLCB	K Bennett	Yes	20.03.19	16.01.19 BK to provide feedback from deep dive submission 20.12.18 at next LMS 20.03.19
16 January 2019	2.3	LMS Summary of Deep Dive 1	J Bulteel	Yes	20.03.19	16.01.19 JB to bring safety plan to next LMS 20.03.19.

Date of Meeting	Agenda Ref	Item	Lead	On Agenda (order 2 nd)	Deadline	Progress/ Action Taken (red items 1st)
		SBLCB				
16 January 2019	3.1 & 2.8	CoC information leaflet	T Clinkscales	No	20.03.19	16.01.19 TC to circulate CoC Leaflet
16 January 2019	4.1	Progress on Community hubs and Personalised Care	S Jarvis	Yes	20.03.19	16.01.19 SJ to bring the presentation from Westminster back to the next LMS 20.03.19.
16 January 2019	6.1	Progress on the Perinatal Mental Health workstream	J Lindley	Yes	20.03.19	16.01.19 JL to feedback from PNMH launch event
16 January 2019	8.1	Progress Report for Neonatal Workstream	T Clinkscales	No	20.03.19	16.01.19 TC to circulate the Stork pattern
16 January 2019	10.3	Better Births annual report	P Snowden	No	20.03.19	16.01.19 Check when the annual report will be published
16 January 2019	10.4	Progress on Digital Maturity Assessment	S Jarvis/ L Allport	Yes	15.05.19	16.01.19 SJ & L Allport to present the presentation from the national plan for digital. For LMS 15 May 19
16 January 2019	10.04	Progress on Digital Maturity Assessment	S Jarvis	Yes	20.03.19	16.01.19 SJ to give feedback on long term funding for Digital to the next LMS 20.03.19
16 January 2019	10.6	Feedback from Stakeholder	C Franklin	Yes	20.03.19	16.01.19 CF to update on neonatal outreach posts at next LMS 20.03.19
16 January 2019	10.6	Feedback from Stakeholder	C Franklin	Yes	20.03.19	16.01.19 CF to give presentation on the peer review at the next LMS 20.03.19
16 January 2019	12.2	Any other business	T Clinkscales	No	20.03.19	16.01.19 TC to circulate the new front sheet which is to be completed for all items submitted for the agenda.
		Social Media Facebook:	All	On-Going	On-Going	Suggestions for postings to BetterBirths@LincolnshireEastCCG.nhs.uk On-Going
		Social Media Twitter:	All	On-Going	On-Going	Suggestions for postings to BetterBirths@LincolnshireEastCCG.nhs.uk On-Going

Date of Meeting	Agenda Ref	Item	Lead	On Agenda (order 2 nd)	Deadline	Progress/ Action Taken (red items 1st)
15 August 2018	3.2	Continuity of Carer Workstream	Tracy Stewart	No	16.01.19	15.08.18 Continuity of Carer workstream to confirm definition and bring back to the LMS. Completed 16.01.19
15 August 2018	3.3	Continuity of Carer Workstream	CoC Working group – Tracy Stewart	No	16.01.19	15.08.18 Working group to decide the definition of Continuity of Carer not the LMS Completed 16.01.19
21 November 2018	2.3	Women’s survey on baby movements	K Bennett/T Clinkscates	No	16.01.19	21.11.18 Baby movement survey results to be circulated to the LMS 16.01.19 completed
21 November 2018	7.2	The Role of the MSW	J Bulteel	No	16.01.19	21.11.18 Julie Bulteel to check the existing competency framework to assess if will align to national framework 16.01.19 completed
21 November 2018	1.2	Minutes of the meeting held August 2018	T Clinkscates	Yes	16.01.19	21.11.18 LMS Minutes to made available to the LMS in January LMS 2019 16.01.19 completed
21 November 2018	1.2	Action log	T Clinkscates	Yes	16.01.19	21.11.18 to be updated and circulated to the LMS prior to the next meeting 16.01.19 completed
21 November 2018	2.1	Maternity Dashboard	Rebekah Calladine	Yes	16.01.19	21.11.18 Dashboard ratified in September 18 to follow. 16.01.19 completed
21 November 2018	2.2&2.4	Deep Dive Saving Lives Bundle Progress report on the Safety Workstream	Rebekah Calladine	Yes	16.01.19	21.11.18 For ULHT to develop a plan for the stillbirth audit 16.01.19 completed
21 November 2018	2.2&2.4	Reduction of Still Births	T Clinkscates	Yes	16.01.19	21.11.18 to be a standing item on the agenda 16.01.19 completed

Date of Meeting	Agenda Ref	Item	Lead	On Agenda (order 2 nd)	Deadline	Progress/ Action Taken (red items 1st)
21 November 2018	3.1&3.2	Progress on Continuity of Carer Workstream, Deep Dive: Continuity of Carer	T Stewart	Yes	16.01.19	21.11.18 The Continuity of Carer workstream group to formulate workforce projections 16.01.19 completed

DRAFT