



Power of Discharge Sub Committee

**Minutes of the Power of Discharge Sub Committee held on
Friday 27th September 2019
Boardroom, Carlton Court**

Present:

Marian Wyn Jones [Chair]	Vice Chair, BCUHB
Cheryl Carlisle	Independent Member
Lyn Meadows	Independent Member
Diane Arbabi	Associate Hospital Manager
Frank Brown	Associate Hospital Manager
Jackie Parry	Associate Hospital Manager
Shirley Davies	Associate Hospital Manager
Ann Owens	Associate Hospital Manager
Satya Schofield	Associate Hospital Manager

In Attendance

Andy Roach	Director of Mental Health & Learning Disabilities
Hilary Owen	Head of Governance
Wendy Lappin	MH Act Manager
Jody Evans	Secretariat

Agenda Item	Action
<p>POD19.18 – Welcome and Apologies</p> <p>POD19.18.1 The Chairman gave a warm welcome to the subcommittee members and explained that the meeting would be the last of her Tenure Term as Chair. MWJ thanked the members and attendees for the ongoing support and work which had been undertaken within her term of office.</p> <p>POD19.18.2 Introductions had been made and it was noted that there had been two Mental Health Act Committee Members in attendance, therefore the Chair confirmed the meeting as Quorate.</p> <p>POD19.18.3 Apologies had been received from Shirley Cox, Delia Fellowes, Steve Forsyth and Christine Robinson.</p>	
<p>POD19.19 – Declarations of Interest</p> <p>POD19.19.1 – None were received.</p>	

<p>POD19.20 – Draft Minutes of the Previous Meeting Held on 13.11.18 and Summary Action Log</p> <p>POD19.20a – Minutes of the meeting held on 28th June 2019 were agreed as an accurate record, with the requirement to amend the version previously issued with the confirmed attendance of AO along with an apology for absence from DA.</p> <p>POD19.20.2b – Actions were recorded therein.</p>	
<p>POD 19/21 - Membership updates</p> <p>POD19.21.1 The membership had been discussed and it had been noted that the subcommittee had three Independent Members, with one vacancy. It was noted that following the meeting, the membership of independent members would fall to two independent member vacancies, (in the absence of the Chair position). JE agreed to feedback to the Acting Board Secretary.</p> <p>POD19.21.2 HO reported her recent attendance at the <i>International Suicide Bereavement Conference in Manchester</i>. HO explained the conference included four representatives from the Division and that the day consisted of workshops various speakers, followed by a question and answer session.</p> <p>POD19.21.3 HO also informed the subcommittee of the upcoming BCUHB Quality and Safety Learning Event; titled “<i>change is the end result of all true learning</i>” due to be held on 22 November 2019. HO confirmed the details of the event to the members and a brief overview of the programme was acknowledged. It was confirmed that JE would issue the invitations to the POD Members on behalf of HO.</p> <p>POD19.21.4 A discussion took place regarding the recent conference topic in relation to “<i>failures from a patient’s point of view</i>”. HO confirmed that the topic had been discussed at the recent workshop, which included talking about “zero suicide rates”.</p> <p>POD19.21.4 Expressions of interest for the position of a dedicated POD Member (upon the Mental Health Act Committee). It had been advised that SS had tendered resignation from MHAC and the subcommittee formally thanked SS for her attendance and support. Expressions of interest had been sought in order to fill the position, however it had been confirmed that none had yet been received. The group had been asked to submit any expressions of interest to JE. JE to re-issue expressions of interest communication.</p> <p>RESOLVED: The membership updates had been noted.</p>	<p>JE</p> <p>JE</p> <p>JE</p>

POD 19/22 – Performance Report	
<p>POD 19/22.1 WL provided an overview of the report in relation to the Mental Health Act and Mental Health Measures Activity within the Division. It was noted that the report also provided assurance of the compliance against key sections of the legislative requirements of the Mental Health Act 1983, as amended 2007. The report also included an Appendix; which detailed the exceptions being reported under the Mental Health Measure. WL presented the performance report and Appendices for information only, and had confirmed that the report would be debated in more detail at the Mental Health Act Committee.</p>	
<p>POD19/22.2 Following the introduction by WL the Sub-Committee had been asked to highlight areas for particular clarification.</p>	
<p>POD19/22.3 Coed Celyn -5 (4') s – WL explained the clarity given on the quarterly statistics as requested, WL agreed to continue to monitor and report back at the next meeting. It was further clarified that there had not been any practice issues reported across the rest of the division.</p>	WL
<p>POD19/22.4 Repeat 5 (4') s had been commented upon by FB and circumstances of Drs being on hand with regards to 5 (4) factors and detentions. Out of hours and the timings of 5 (4) s had been discussed and it had been confirmed that the majority of those had been reported within hours. It had been agreed that a “Deep Dive” would be compiled for the next meeting.</p>	WL
<p>POD19/22.5 A discussion took place with regards to AHMs and rectifiable errors along with the need to “scrutinise at the stage of reporting”. The robust reporting structure/system was discussed, and the need to learn from errors was raised. It was proposed that the exemption reporting would be viewed at the December meeting for scrutiny. It had been noted with regards to fundamental defectives that we are not an outlier, and that no major issues were reported upon.</p>	
<p>POD19/22.6 Admissions for assessment and cases of emergency had also been discussed and the need to look at the detail of the data, in relation to seasonal rates was raised. WL confirmed that she would continue to review statistics on an annual basis/year on year.</p>	WL
<p>POD19/22.7 Admissions for treatment had also been raised and AR confirmed that the system had been extremely busy and resource issues had been noted. AR also reassured the subcommittee that the pressures experienced had been on a National Basis. It had also been confirmed that the resources; <i>in terms of staff and skill mix</i>; that there had been significant investment through Welsh Government recently, which would in turn support the whole system.</p>	

<p>POD 19.23.3 WL reported within the report that Scrutiny for 2019 began in the month of February, having 134 sessions taken place with 79 being scrutinised. It was also explained that the annual audits would continue. It had also been noted that the completion of Explanation of Rights forms and referrals to IMHAs were areas highlighted as lacking, a trail is being completed in the West by the Mental Health Act Office to address this.</p> <p>POD19.23.4 Training – It was noted that compliance was at 37% which had now decreased, due to the requirement for dementia training compliance. WL gave an overview of the reported rates of Mandatory training, which had been logged within the report.</p> <p>POD19.23.5 WL had also informed the Sub-Committee of the recent Associate Hospital Managers Training Day which was successful and had recently taken place in Rhyl in August, along with the All Wales Training session in Buillth Wells. Positive feedback had been received in relation to both of the recent training dates.</p> <p>POD19.23.6 The Sub-Committee noted that the Associate Hospital Manager recruitment cohort had currently consisted of 28, with 2 male members stepping down. It had been noted that progress of recruitment would continue to be reported within future reports and would be looked at to recruit more males for the even balance.</p> <p>POD19.23.7 It was reported that the Chairs Forum and Associate Hospital Mangers Forum Meetings had now been combined, which was held on a Quarterly basis.</p> <p>POD19.23.8 Assessment of risks and key impacts, it was recognised within the report that 68% of the hearings arranged had been held within the set Key Performance Indicators. The renewal dates, hearings and KPIs were discussed and applications noted.</p> <p>POD 19.23.9 WL agreed to incorporate appraisal updates within the next report.</p> <p>RESOLVED: The sub-committee noted the report.</p>	<p>WL</p>
<p>POD19.24 – Any other business</p> <p>POD19.24.1 Cefni Visit – AR asked the group to note the unannounced visit which had recently taken place. AR confirmed that the visit took place over a 2 day period. AR further explained that the feedback had been excellent and that he had been extremely proud to hear the positive testament to all staff, along with the strong leadership and management skills within the unit. It was explained that the final report would be shared once received with the POD members. MWJ welcomed and commended the positive news and congratulated the</p>	<p>AR</p>

<p>whole team. HO stated that the journey of continuous improvement and learning had been demonstrated from the visits within the last 18 months within Mental Health.</p> <p>RESOLVED: The sub-committee noted the update.</p>	
<p>POD19.25 – Issues of Significance to inform the Chair’s Report to the Mental Health Act Committee</p> <p>POD19.25.1 – The Chair agreed to raise any issues of concern in her Assurance report to the Board.</p>	
<p>POD19.26– Date of Next Meeting</p> <p>POD19.26.1 20th December 2019 – Boardroom, Carlton Court</p>	