



## **Norfolk & Norwich Maternity Services Liaison Committee**

### **Draft Minutes of Annual meeting held on Tuesday 12<sup>th</sup> April 2016**

#### **Present**

Lisa Brophy .....	(LB)	MSLC Chair
Rachel Graveling .....	(RG)	MSLC Vice-Chair
Rebecca Champion .....	(RC)	Engagement Manager North Norfolk CCG
Oliver Cruickshank.....	(OC)	Engagement Manager South Norfolk CCG
Laura McCartney Grey ...	(LM)	Engagement Manager Norwich Central CCG
Heather Prowse .....	(HP)	Commissioning Lead Norwich Central CCG
Frances Boulger .....	(FB)	Incoming Head of Midwifery
Sophie Giles .....	(SG)	Children and Young Persons, Public Health
Ann Walker .....	(AW)	Clinical Midwifery Manager
Catherine Lock.....	(CL)	Delivery Suite Co-ordinator
Ruth Sanders.....	(RAS)	Midwife Cley
Anna Woodwood .....	(AW)	Infant feeding Healthcare Assistant
Amy Eagle .....	(AE)	Divisional Operations Director for Women's and Children's Services
Jackie Heffer-Cooke .....	(JHC)	Service User Representative / Orange Grove Clinic
Lesley Bradfield .....	(LKB)	Service User Rep Time Norfolk
Jane Fuller .....	(JF)	Commissioning NEL CSU Representative
Sian Verney .....	(SV)	NCT Antenatal Teacher, NCT Breastfeeding Peer Supporter
Felicity Hancock.....	(FH)	Breastfeeding Peer Supporter
Dilly Turton.....	(DT)	Health Watch Norfolk
Julie Mansfield .....	(JM)	MLBU Midwifery Manager, Supervisor of Midwives
Annabel Trick.....	(AT)	Family Nurse Partnership
Lisa Lorenzen .....	(LiL)	Family Nurse Partnership
Jo Maule .....	(JM)	Queen Elizabeth Hospital MSLC Chair
Ann Roberts.....	(AR)	Independent Facilitator, About Birth and Babies
Rachel Scarff .....	(RS)	MSLC Co-ordinator

#### **1. Apologies for absence**

Pam Sizer .....	(PS)	Community Midwifery Matron
Tracey Andrews.....	(TA)	Children's Centre Improvement Officer
Martin Cameron .....	(MC)	Clinical Director of Obstetrics, NNUH
Elizabeth Turner .....	(ET)	Research Midwife
Patricia Hagan .....	(PH)	Great Yarmouth CCG Representative
Karin Bryant .....	(KB)	Assistant Director Central Norwich CCG
Luisa Lyons.....	(LL)	Infant feeding Coordinator
Debbie Bagley .....	(DB)	Service User Rep

#### **2. Minutes of Last Meeting**

The minutes of the last meeting held on 13<sup>th</sup> January 2016 were approved. PDF copy available for website.

#### **3. Matters Arising not on Work plan**

No Matters arising, Actions from January meeting carried forward to July 2016.

#### 4. A.G.M

- a) The Annual Report was read and approved by the committee.
- b) The financial data was provided to the committee and agreed.
- c) It was agreed that all future AGM's would be held in April to maintain continuity for future years.
- d) The Chair was elected without contest as Lisa Brophy
- e) The Vice Chair was elected without contest as Rachel Graveling

#### 5. Confirmation of Next Meeting

- a) Next main MSLC meeting is Tuesday 12<sup>th</sup> July 2016 in the Boardroom, Trust Management 4th Floor West Block 10am.

#### 6. AOB

- a) AE advised the committee that the NNUH is bidding to becoming one of the Pioneer Sites following the National Maternity Review, this will result in access to funding for specific projects and enable the NNUH to lead the way with making changes to follow the recommendations set out during the review.
- b) JM confirmed to the group that they have been successful in their bid for 15 midwives to be trained to provide Hypno-Birthing, Aromatherapy and Massage within the unit. This is one years funding, open for any type of birth and is offered antenatally.

#### 7. Workshop

Following the National Maternity Review the MSLC took part in a carousel Q&A session looking at the costs of different birth options. There were some interesting / surprising outcomes, such as Home Birth being so cheap compared to all other care options. A birth story about baby Kieran was read to the group by LB. this related to Early Induction and delays. The write up of the workshop is in the attached document.

#### Action Log from January Minutes Carried forward to July

ITEM	NOTE	ASSIGNED TO	BY WHEN
3. c)	RS to contact AMc to discuss leaflet review	RS	ASAP
3. c)	RS to obtain proposs leaflet from MC or BJ or PS	RS	ASAP
3. c)	RC to investigate getting leaflet review added to QS	RC	Next meeting
3. c)	CM to support in leaflet review	CM	Next meeting
3. d)	Victoria Aukett to be added as MSLC member	RS	ASAP
3. f)	New Maternity Services Structure to MSLC	AE	Before next meeting
4.1	AW to contact Louise Cook re use of charitable funds	AW	Next meeting
4.2	PS to update on progress of pictorial support for AC	PS	Next meeting
4.2	RS to tie PS into email chain around website use	RS	ASAP
4.4	Paper copy of survey yet to be created and sent	RS	ASAP
4.6	Access complaints as well as PALs, email to PS/CM	RS / PS / CM	ASAP
4.7	Contact AMc and PDMs to start process of MGC	RS	ASAP
5. a)	PS to advise on Pathway for MH from BRS	PS	Next meeting
5. b)	Partners staying overnight leaflet to MSLC	PS	ASAP
5. c)	PS to support RS in getting Website used for Multi	PS	ASAP
5. d)	PS to send MSLC revised course content for review	PS	Next meeting
6. a)	Further analysis on key areas of online survey results	RS	Next meeting
6. b)	MSLC VOICES training day, RS to book	RS	Next meeting
7. a)	Comprehensive list of stats required for MSLC to CM	RS / CM	ASAP
7. c)	Friends and Family test result graphs to MSLC	GM	Before user meeting