

LSEBN ODN Board
Friday 27th March 2015
09.30 to 11.30

NHS England Offices - Southside Victoria
SW1E 6QT
Second Floor
Meeting Room 203

AGENDA

1 Chairs Welcome and Introduction

Apologies received from:
Richard Haywood, Sven Bunn, Sarah Marsh.

2 Notes of the previous meeting January 2015 (attachment 1)

3 Matters arising from previous meeting

- Out-patients and Outreach at Chelsea & Westminster *PS*
 - Letter to Will Huxter (attachment 2)
- Chair of the LSEBN Operational Delivery Network *MT / IJ*
 - Revised Job Description and Person Specification (attachment 3)
- Paediatric burn centre-level care and standards – St Andrews (Verbal update) *PD*

Items of business for decisions or action

4 Network configuration and facility designation

- Letter from MT to Trust CEOs and Clinical Leads (attachment 4) *MT / PS*
- Letter from PS to NHS England Commissioners (attachment 5)
- Service response - Discussion and agreement on next steps *All Members*

5 Network Work Programme

- Revised Draft Work Plan for 2015-2016 (attachment 6) *MT / IJ /*
- Proposed Quarterly Topic report for ODN Board (attachment 7) *PS*

6 Management of Surge and Escalation

- Draft National Burns SOP (attachment 8) *PS*

7 LSEBN – Service Update (Template Report)

- Proposal for a routine Service Update Report to ODN Board (attachment 9) *PS*

8 LSEBN Performance Review – Governance Toolkit

- Final Governance Self-Assessment Report (attachment 10a) *PS / IJ*
- Notes of governance review meeting with NHS England (attachment 10b) *LD*

- 9 **Burns Dashboard 2014-2015 and 2015-2016** *All Members*
- To discuss matters related to the completion and publication of the Burns Dashboard (attachment 11 *to follow*)

- 10 **LSEBN Annual Report 2014-2015** *PS*
- Draft report (attachment 12 *to follow*)

Items of business for information

- 11 **Update on matters arising from recent National Meeting(s)** *BD / IJ*
- Burns CRG (attachment 13)
 - National Burns ODN Group (attachment 14) *PS*

Date(s) of next meetings

- 9 June 2015 (Annual Audit)
Further dates to be agreed at the meeting