

Leeds Palliative Care Network - Monthly Status Report for Board Priorities					Reporting Month: September 2026			
1	Project	Purpose/Objective	Project Owner/LPCN Exec Lead	2026-27 Key Deliverables - Plan	2026-27 Key Deliverables - Actual	Metrics	LPCN Role	Accountable to
1a	Improving Planning Ahead - Single Citywide Digital ReSPECT	Create and implement a shared digital ReSPECT plan for use across hospital and community settings.	Jeeten Chavda (PM)/Sarah McDermott	1. Develop & implement a citywide digital respect plan within LCR (Qtr 3/4, 2026 tbc). 2. Plan & deliver education to support implementation. 3. Develop citywide comms to support go live.	1. The planning ahead community template was updated in April to align with new ReSPECT plan. 2. ReSPECT plan developed and tested in LCR. 3. Decision made to develop and implement at Leeds placed level and not at a WY area level.	ReSPECT completions for patients who have died in hospital and community. Achieving Preferred Place of Death. Acute admissions in last 90 days.	Stakeholder	Adult Neighbourhood Programme
1b	Community/Citywide ReSPECT Audit	Audit of quantitative and qualitative analysis of community ReSPECT data including patient experience.	Jakki Birtwistle (UoL)/Sarah McDermott	1. Community ReSPECT audit completed (May 2026). 2. Sign off ReSPECT audit report in Qtr.2. 3. Agree recommendations and next steps. 4. Share report with LPCN and wider groups to take forward recommendations (Sept 2026).	1. Community ReSPECT audit completed (May 2026). 2. Final ReSPECT audit report completed & signed off (Sept 2026). 3. Report circulated to the LPCN Exec and next steps agreed.	Not applicable	Owner	LPCN Exec Team
1c	AI Identification Tool for People Approaching End of Life	Work with partners to identify potential mechanism for using AI for early identification	Adam Hurlow / Lorna Fairbairn	1. Complete early discovery work. 2. Decision on progressing with Cap Gemini/Google or using existing funding for further discovery work with UoL.	1. Discovery work underway with representatives from Google, Cap Gemini, Leeds Data Model and UoL.		Owner	LPCN Exec Team
1d	Single Point of Access	Develop a service that offers 24/7 support, advice and information for patients and their families in the last year of life.	Jeeten Chavda (PM)/James Woodhead	1. Establish appropriate governance arrangements/SRO. 2. Scope the programme. 3. Appraise the high level service model options & costs. 4. Make decision on feasibility and viability of Leeds SPoA (October 2026).	1. Project Manager recruited & programme governance in place/SRO appointed. 2. Programme scoping complete. 3. High level service model options & costings complete. 4. Date identified to attend Shadow Board and ASLEG to present options paper.		Owner	Adults Neighbourhood Health Reactive Care Board (TBC)
1e	EDI & PEOC - people with learning disabilities/autism.	Identify and implement measures to improve the experiences of and outcomes for people with learning disabilities at the end of life.	James Woodhead/Sarah McDermott	1. Develop action plan. 2. Work with LD support and care providers to support people at end of life in care homes/supported living. 3. Identify Training opportunities for providers. 4. Recommend changes to contract service specification. 5. Develop LPCN website to provide key resources for providers. 6. Follow up meeting with Providers in January 2027.	1. Action plan completed. 2. Consulted LD Care & Support Providers . 3. ASC Commissioner agreed to incorporate changes into service specification.		Owner	LPCN Exec Team
1f	EDI - No Barriers Here	To identify and deliver NBH workshops to different cohorts in Leeds who may experience marginalisation in healthcare.	Catherine Malia/Leigh Taylor	1. Train facilitators to support delivery of local workshops. 2. Scope and plan the NBH Training Programme. 3. Deliver the NBH workshops (4 planned in 2026/27) 4. Evaluate the NBH training.	1. Facilitators trained. 2. No Barriers Here workshop approach agreed. 3. Three workshops successfully delivered.	No of Target Areas Qualitative feedback	Owner	LPCN Exec Team
1g	EDI - Cultural Competency Awareness	To deliver cultural competency awareness training to LPCN members.	Leigh Taylor	1. Pilot tools/resources from training to prompt discussions on cultural competency. 2. Produce report on pilot findings and agree next steps. 3. Include dedicated webpage on LPCN website.	1. Pilot complete. 2. Dedicated webpage for cultural competency included on LPCN website.		Owner	LPCN Exec Team
2	Continuous Process Improvement	Purpose/Objective	Project Owner/LPCN Exec Lead	2026-27 Key Deliverables - Plan	2026-27 Key Deliverables - Actual	Metrics	LPCN Role	Accountable to
2a	EDI Core Working Group	Steer, prioritise and oversee LPCN EDI projects (see above)	Temba Ndirigu /Hannah Zacharias	1. Scope out workplan and priorities for the Group/Sub-Groups.				
2b	Transfer of Care Hospital to Hospice including palliative care ambulance service	To optimise the transfer of care of patients under the care of Specialist Palliative Care Teams (SPCT's) in Leeds. To provide support to the Operational Group and deliver service improvements identified.	Lesley Charman/Hannah Zacharias	1. ToC Group Terms of Reference approved. 2. ToC Service Level Offer approved by all partners. 3. Update Hospital and Community Referral Forms to meet new accessible information standards. 4. Resolve issues around palliative care ambulance and Malignant Spinal Cord Compression (MSCC) patients. 5. Agree and deliver the ToC workplan for 2026-27. 6. Monitor operation of palliative care ambulance.	1. ToC Group ToR approved (including oversight of palliative care ambulance and patients transferred to community). 2. ToC Service Level Offer approved (July 2026). 3. Hospital and Community Referral Forms updated to meet accessible information standards and republished. 4. Transport for MSCC patient issues resolved (Sept 2026). 5. ToC Workplan agreed for 2026-27.	None Raised	Owner	LPCN Exec Team
2c	LPCN Medicines Management Programme (Evidence into Practice)	Improve the safe, effective, and person-centred use of medicines for people receiving palliative and end-of-life care across Leeds, with a focus on consistent practice, transitions of care, access to medicines, and shared learning across organisations.	Lisa Nicholson	1. Agree the workplan & priorities for 2026-27. 2. Complete review of the Leeds Opioid Conversion Guide. 3. Complete review of LPCN Bleeding & Seizure guidance & patient information leaflets - <i>underway</i> . 4. Complete development, ratification and dissemination of LPCN Constipation guidelines - <i>underway</i> . 5. Develop & agree the LPCN Medicines Communication & Dissemination Map - <i>underway</i> . 6. Complete Palliative Medicines Transfer of Care: Pathway Mapping & identify areas for improvement across Leeds - <i>underway</i> . 7. Support implementation & shared learning from the WY Medicines Optimisation Guidance for Adults with a Limited Prognosis - <i>underway</i> . 8. Identify & Inform the medicines requirements of the Leeds PEOC SPoA as the programme develops - <i>underway</i> . 9. Develop mechanism for identifying, sharing and learning from medicine related issues across LPCN organisations.	1. 2026-27 priorities agreed through the Evidence into Practice Group. 2. Leeds Opioid Conversion Guide review complete and revised guide published on LHP and LPCN website.	1. % of agreed Medicines Management workplan deliverables completed/on track. 2. % of planned LPCN medicines guidance work completed within agreed timescales, including development of new guidance and review/update of existing guidance. 3. Number of cross-organisational medicines issues/themes identified, including transfer-of-care issues, and number/proportion with an agreed action or next step. 4. Medicines requirements identified and provided to the Leeds PEOC SPoA programme at relevant stages of development.	Owner	LPCN Exec Team

2d	Respiratory /Breathlessness Pathway	Provide a collaborative partnership forum for reviewing patient experience and care pathways for patients at end of life living with respiratory conditions and / or breathlessness and support quality improvements	Alison Boland	1. LPCN support for Group Meetings.			Owner	LPCN Exec Team
2e	PEoLC Information / Communication	To improve information available to the public and health professionals.	James Woodhead	1. Maintain LPCN website. 2. Leeds Directory - provide feedback for PEoLC webpages. 3. Transition content from LTHT Padlet to LPCN website (October 2026). 4. LPCN Group Communication including bulletins (4 x a year). 5. Review LPCN End of Life Care and Support leaflet.	1. Feedback/amendments provided to Leeds Directory. 2. Issued Qtr.1 LPCN bulletin - medicines management special.		Owner/Stakeholder	LPCN Exec Team
2f	Dying Matters Partnership	Encourage public engagement around end of life care, death and dying.	Robina Ahmed/James Woodhead	1. Provide funding pot for May 2026 events. 2. Engage with planning for Dying Matters Week (May 2027)	1. Funding provided for 14 local Dying Matters events delivered successfully.		Stakeholder	Dying Matters Partnership
3	Citywide Education Projects & Training Delivery	Purpose/Objective	Project Owner/LPCN Exec Lead	2026-27 Key Deliverables - Plan	2026-27 Key Deliverables - Actual	Metrics	LPCN Role	Accountable to
3a	Project - Communication Skills Strategy	To refresh the Leeds Communication Skills Strategy to provide a clear model and standards of communication skills training for all health and social care professionals in relation to PEOLC.	Leigh Taylor	1. Review current communication skills training strategy. 2. Map out current communication education offer citywide - <i>underway</i> . 3. Develop a report of current communication education and recommendations for future implementation - <i>underway</i> .	1. Communication skills strategy review complete.		Owner	LPCN Exec Team
3b	Project - Care Home Education Provision.	Phase 1 - To review current education provision in care homes and make recommendations for future development of education. Complete . Phase 2 - Implement recommendations from Care Home Education Review.	Leigh Taylor	1. Secure funding and CPD recognition to deliver care home education offer. 2. Upskill care home workers as citywide Champions in PEoLC - <i>underway</i> . 3. CQC recognition of skills & knowledge developed through training integrated into practice. 4. Develop support network to ensure sustainability of skills and knowledge maintenance.	1. Funding secured and CPD recognition awarded for the training package. 2. Care Homes Champion training programme for 26/27 live. 3. CQC Quality and Care award included in end of life award category.		Owner	LPCN Exec Team
3c	Project - Review Advance Care Planning Training in Leeds.	Support standardisation of ACP Education delivery citywide	Leigh Taylor	1. Implement recommendations from project evaluation report.			Owner	LPCN Exec Team
3d	Training Delivery - Planning Ahead	To deliver training to all partners who will use the Planning Ahead Template across Leeds	Leigh Taylor	1. Plan on-going delivery of training. 2. Identify facilitators to support training delivery. 3. Deliver training. 4. Evaluate training for 26/27 Programme (Dec 2026).	1. Training programme for 2026/27 agreed and published.		Owner	LPCN Exec Team
3e	Training Delivery - Homelessness Citywide Training	Deliver training to those organisations that work with homeless people in Leeds.	Nicky Hibbert/Leigh Taylor	1. Agree and publish evaluation report for training delivered in 2025. 2. Scope out palliative care education needs for probationary service.	1. Resource constraints delaying scoping work.		Owner	LPCN Exec Team