

Black Country and West Birmingham Joint Commissioning Committee (JCC)

Minutes of Meeting dated 19th October 2017

Members:

Dr David Hegarty – Chairman, Dudley CCG (Chair)
Helen Hibbs – Accountable Officer, Wolverhampton CCG
Paul Maubach – Accountable Officer, Dudley CCG & Walsall CCG
James Green – Chief Finance Officer, Sandwell & West Birmingham CCG
Angela Poulton - Programme Director – Joint Commissioning Committee
Matthew Hartland – Chief Operating & Finance Officer, Dudley CCG and Interim Strategic Finance Officer, Walsall CCG
Peter Price – Lay Member, Wolverhampton CCG (part)
Andy Williams – Accountable Officer, Sandwell & West Birmingham CCG
Jim Oatridge – Lay Member, Wolverhampton CCG
Salma Reehana – Chair, Wolverhampton CCG

In Attendance:

Laura Broster, Communications, Dudley CCG
Jackie Eades – Executive Assistant Note taker

Apologies:

Julie Jasper – Lay Member, Dudley CCG and Sandwell and West Birmingham CCG
Mike Abel – Lay Member, Walsall CCG
Dr Anand Rischie – Chairman, Walsall CCG
Prof. Nick Harding – Chairman, Sandwell & West Birmingham CCG
Jim Oatridge – Interim Chair, Wolverhampton CCG
Simon Collings – Assistant Director of Specialised Commissioning, NHS England

1. Welcome and Apologies

1.1 Welcome and apologies as above.

2. Declarations of Interest

2.1 Angela Poulton is collating all declarations of interest and a reminder given to members to return as soon as possible.

3. Minutes & Actions from the last Meeting

3.1 Minutes from the meeting held on 28th September 2017 were agreed as an accurate record of the meeting.

3.2 ACTION:

The action register was reviewed and actions delivered were confirmed and others taken within the agenda.

4. Sustainability & Transformation Plan (STP) Update

4.1 Andy Williams gave a brief update following the STP meeting on Monday 16th October. There was good attendance from Health members but limited from

Councils. The agenda focused on winter preparations across the Black Country. Currently all areas are undertaking telephone conference calls to ensure local arrangements are in place. A clinical leaders meeting is being convened led by Diane Wake, CEO Dudley Group of Hospitals. The Black Country is under pressure from external health economies with regards to Delayed Transfer of Care (DTOC) issues in Staffordshire. Paul Maubach stated that our Regulators must be made aware of this. Andy Williams is meeting with Councils as an ambassador of the STP. Paul Maubach put it to the JCC that he would like to see the plans the 4 Acute Trusts have around the big ticket issues impacting upon the system, such as what collaborative work they are undertaking with acute networks and what system efficiencies are being undertaken including Transforming Care Together (TCT).

- 4.2 Andy Williams met with colleagues from TCT to discuss the alignment between the work they are undertaking and the STP. Within the discussions there are four areas for clinical integration which include mental health, learning disabilities, children and families and integration of physical and mental health, the aim being to realise both financial and better quality of care benefits for the patients across the region.
- 4.3 James Green added that there are requirements for organisations to achieve 2% efficiency and 1% reductions in demand management which requires collaboration, and the STP is not sorting this to avoid the view forming that this is where this is being sorted. There was discussion about providers taking actions to deliver their elements which are then accounted for against their CIPs rather than the system. It was agreed that a paper would be brought back to a future JCC setting out where there had been successes in achieving the 1% reduction in demand management.
- 4.4 With regards to TCT, Peter Axel will be explaining the financial model that will deliver back office efficiencies and a contribution to the STP as part of the price/activity reconciliation exercise work being led by Tony Gallagher. It was agreed that the 4 CCG's place based care models need to be communicated to TCT. It was agreed that Matt Hartland, James Green and Peter Axon should meet with TCT colleagues to discuss the JCC and STP arrangements. Technical aspects need to be discussed in terms of funding for Mental Health services and where these sit.

[ACTION: Matt Hartland & James Green and Peter Axon to meet to discuss alignment of JCC and STP.](#)

5. Update from Clinical Leadership Group

- 5.1 There was no update given, as the meeting did not take place.

6. Future Commissioning in the Black Country

- 6.1 The 3 Accountable Officers met and produced the paper attached as item 6. The paper will be considered at today's JCC and if agreed will be taken to all respective Governing Bodies for approval. This will be used to update the staff on the direction of travel and the work that needs to be undertaken.
- 6.2 Matt Hartland stated that under section 3.2 more clarity is required to work through the financial aspects in relation to West Birmingham. Andy Williams confirmed this work has commenced.
- 6.3 James Green asked for further clarification on 4.4. The explanation was given that any staff that are currently working as part of the STP now, will not automatically be in line for the job once the STP is fully established. These roles will not be ring-fenced for these people. It was suggested that the wording is changed to say that anyone working in STP or JJC roles currently will be "neither privileged or disadvantaged" through having an interim position. This was agreed.
- 6.4 Andy Williams confirmed that NHS England have aligned some staff to the STP, including a Jo-anne Alner, a project manager and business support.

6.5 Andy Williams shared a diagram used at a SWB CCG staff protected learning time event which depicts the individual health and care organisations and the relationship with the STP. It shows how organisations operate in their own right as a statutory body but can collaborate through structures created such as the JCC. The diagram was agreed as being very useful and should be shared to members. Jackie Eades to send out with the notes.

ACTION: Jackie Eades to send out the diagram showing the constituent health and care organisations and structures for collaboration in the STP

6.6 Discussions then turned to the terminology of the task and finish groups, as some groups may be long term, it was agreed that these groups should be re-named as subgroups of the JCC. Angela Poulton felt that given mental health commissioners have already been collaborating that it would make sense to request the delegation for the work programme to commence now to strengthen the mandate. Members felt work could continue collaboratively.

6.7 The paper set out a set of recommendations that the members need to agree prior to the paper being presented at Governing Body meetings.

- 9.1 The members to consider the paper for presentation at Governing Body meeting.
- 9.2 A work stream around aligning our CCG Governance structures over time by establishing a common route map for how our CCG Governance will change as each of our ACS arrangements are established.
- 9.3 Seek confirmation from Sandwell and West Birmingham CCG on its plans for West Birmingham and subsequently change the TOR of the JCC accordingly.
- 9.4 Starting now in 2017/18, give delegated authority to act on behalf of the 4 CCGs: in the oversight of the LD TCP agenda to ensure that we have a coherent plan for the care of LD patients and a clear mechanism for reviewing individual cases.
- In the oversight of MH Services where we have the opportunity to collectively bid for new, shared development opportunities.
- Establish a joint policy forum to review the opportunities and mechanism for decommissioning
- Establish a joint acute contract group to develop the terms and conditions we are seeking from a new contractual relationship with our acute providers
- Confirm a 'seat at the table' arrangements for specialised services and actively start to work with NHS England to put these arrangements into place.
- Confirm that the JCC will oversee any transfer of NHS England assurance/performance functions/resources.
- 9.5 From April 2018: Be given delegated authority to establish a joint work programme to look at how we commission MH services together from TCT from April 2019.
- Be given delegated authority to explore the options for devolution/integration of Primary Care commissioning with NHSE should that become a realistic proposition.

The JCC members resolved to agree these recommendations.

6.8 Matt Hartland pointed out that we need to be mindful of the commissioning intentions that are being developed currently that will form the contracts for 2018/19 and take into consideration the financial aspects of the mental health integration plans. A meeting is being arranged.

- 6.9 Paul Maubach pointed out that there has been no representation from Simon Collings from Specialised Services in the last 2 meetings, therefore we require an urgent update of the planned arrangements which include financial risk.
- 6.10 Laura Broster would like to develop a slide pack for staff for information following the Governing Body's recommendations. This was agreed.
[ACTION: Laura Broster to develop a slide pack for staff following the respective GB meetings.](#)

7. Reports from the Task & Finish Group reports

7a. Governance Task & Finish group

The report was noted for information.

7b. System Design & Contractual Frameworks (SD&CF) Task & Finish Group

This group was set up to look at the Place Based Models of Care for each CCG and how this forms part of each ACO/ACS. Concerns still remain around Primary Care buy in and also the lack of clinical management/leadership due to vacancies for medical director posts in across some Acute Trusts. There was discussion around Wolverhampton being involved with Walsall as within the Place Based Care models there is significant patient flow between Walsall and Wolverhampton. This work is complete and the remit of the subgroup will change to look at the Acute Contracts and the potential to move away from PBR.

7c. CCG Collaboration Task & Finish Group

This group will look at the 7 priority areas agreed by the Clinical Leadership Group and the de-commissioning policies across the 4 CCGs.

7d. Infrastructure and IM&T Task & Finish Group

Work is continuing to discuss infrastructure. In terms of IT Mike Hastings produced a paper detailing a funding bid for file sharing across the four CCGs that has been submitted via the ETTF scheme. If the funding is favourable it will be for 1 year. Detailed in the report are costs for licenses for 400 staff members across the Black Country. After a brief discussion it was agreed that the subgroup will remain working on taking the recommendations forward.

7e. Communications & Engagement Task & Finish Group

Meetings are on-going and the Group has been asked by Staff Side to produce more information.

7f. Finance Task & Finish Group

James Green produced and gave a brief summary of the report. A performance dashboard is being developed for the STP Sponsorship Group. It will be challenging to get the work completed due to capacity and day to day working commitments. Issues remain around cross boundaries. Joint control totals are being discussed but this is in its infancy due to maturity. James Green stated that there is a meeting tomorrow between all CFOs to discuss financial risks in the system. More feedback will be given in due course as part of the regular finance subgroup updates, as this meeting may steer the work for the JCC and STP in terms of the finance. Andy Williams reminded the members that we need to set out our Black Country plans and communicate this to our Regulators to ensure that we get our share of the STF money.

It was agreed that the JCC is meeting after the STP meetings and this needs to be reversed. Jackie Eades to look at moving the JCC to ensure it falls before the STP sponsorship meetings.

[ACTION: Jackie Eades to look at the JCC meeting dates.](#)

8. Specialised Commissioning

8.1 In the absence of Simon Collings, as in the recommendation for delegation Paul Maubach stated that the JCC should pursue as a priority gaining delegated financial control via Angela Poulton. Work needs to be undertaken to scope areas for potential delegation, determine the financial value, identify risk and commence discussions regarding specialised services staff to support the work. The item was deferred to the November's meeting and Angela Poulton agreed to try to contact Simon Collings.

[ACTION: Angela Poulton to contact Simon Collings for an update on Specialised Commissioning and to progress the ambition for delegation where appropriate.](#)

9. JCC Executive Development Day

9.1 After a brief discussion Thursday 18th January was agreed. Jackie to send an electronic invite to all members.

[ACTION: Jackie Eades to send out new Exec away day date 18th Jan 2018 electronically to all attendees.](#)

10. Any Other Business

10.1 Jim Oatridge stated that a Joint Governance Group of CCG Audit Chairs met on Monday and a Terms of Reference agreed and circulated. These will now be presented at each CCGs Audit Committee. It was agreed that Jim should bring the agreed final TOR to the next appropriate JCC.

[ACTION: Jim Oatridge to present the ratified Joint Governance Group Terms of Reference at the next appropriate JCC meeting.](#)

Date and Time of Next Meeting

Thursday 14th December, 1-3pm at Room 1 Jubilee House.

JCC Action Log

No.	Date	Action	Lead	Status Update
030	22 June 17	Andy Williams to write to DASs to invite them to a meeting at the end of July.	Andy Williams	Completed, invite sent to Paula Furnival
051	17 August 2017	Simon Collings to confirm in writing to Kiran Patel that Specialised Services position have no concerns regarding current Vascular Services delivery	Simon Collings	To confirm status at October meeting
054	17 Aug 2017	Steve Marshall/Sarah Fellows to present a revised proposal for collaborative Mental Health commissioning to November JCC	Steve Marshall/Sarah Fellows	Not ready for Nov meeting
056	28 Sept 2017	David Hegarty to request via the Clinical Leadership Group that all clinicians take the opportunity to discuss A & E issues at forums in which they participate	David Hegarty	Meeting was cancelled therefore still outstanding
057	28 th Sept 2017	Helen Hibbs to explore whether the Royal Wolverhampton's Medical Director would chair a clinical summit to specifically focus on how the Black Country system can work collectively to enable all acute providers to achieve the A&E standard	Helen Hibbs	Agreed for this to happen therefore update required
061	28 th Sept 2017	Cancer performance to be added to the October agenda	Jackie Eades	November's agenda
062	19 Oct 2017	Matt Hartland and James Green to meet with Peter Axon re TCT and alignment with JCC and STP	Matt Hartland and James Green	
063	19 th Oct 2017	Jackie Eades to send out the diagram showing the constituent health and care organisations and structures for collaboration in the STP	Jackie Eades	
064	19 th Oct 2017	Laura Broster to develop a slide pack for staff once all GB's have agreed future of commissioning paper	Laura Broster	
065	19 th Oct 2017	Jackie Eades to look at re-arranging the JCC meeting dates	Jackie Eades	
066	19 th Oct 2017	Angela Poulton to contact Simon Collings for an update on Specialised Commissioning and to progress the ambition for delegation where appropriate	Angela Poulton	
067	19 th Oct 2017	Jackie Eades to send out new Exec away day date 18th Jan 2018 electronically to all attendees	Jackie Eades	
068	19 th Oct 2017	Jim Oatridge to present the ratified Joint Governance Group Terms of Reference at the next appropriate JCC meeting	Jim Oatridge	