

WOLVERHAMPTON CLINICAL COMMISSIONING GROUP GOVERNING BODY

Minutes of the Governing Body Meeting held on Tuesday 8 May 2018
Commencing at 1.00 pm at Wolverhampton Science Park, Stephenson Room

Attendees ~

Dr S Reehana

Chair

Clinical

Dr D Bush

Board Member

Dr R Gulati

Board Member

Dr M Kainth

Board Member

Dr J Parkes

Board Member

Management

Mr T Gallagher

Chief Finance Officer – Walsall/Wolverhampton

Mr M Hastings

Director of Operations

Mr S Marshall

Director of Strategy and Transformation

Ms S Roberts

Chief Nurse Director of Quality

Lay Members/Consultant

Mr A Chandock

Secondary Care Consultant

Mr J Oatridge

Lay Member

Mr P Price

Lay Member

Ms H Ryan

Lay Member

Mr L Trigg

Lay Member

In Attendance

Ms K Garbutt

Administrative Officer

Mr M Hartland

Chief Finance Officer – Dudley CCG (Strategic Financial Adviser)

Ms Y Higgins

Deputy Chief Nurse (observer)

Mr P McKenzie

Corporate Operations Manager

Mr H Patel

Head of Medicines Optimisation

Ms S Sandhar

Deputy Head of Medicines Optimisation (observer)

Ms S Southall

Head of Primary Care (part)

Apologies for absence

Apologies were received from Mr D Watts, Ms S Gill and Dr R Rajcholan.

Declarations of Interest

WCCG.2108 There were no declarations of interest declared.

RESOLVED: That the above is noted.

Minutes of the meeting of the Wolverhampton Clinical Commissioning Group Governing

WCCG.2109 RESOLVED:

That the minutes of the Wolverhampton Clinical Commissioning Group Governing Body meeting held on the 10 April 2018 be approved as a correct record.

Matters arising from the Minutes

WCCG.2110 There were no matters arising.

RESOLVED: That the above is noted.

Committee Action Points

WCCG.2111 RESOLVED: That the progress report against actions requested at previous Board meetings be noted.

Chief Officer Report

WCCG.2112 Dr Hibbs presented the report. She highlighted the End of Year Assurance Meeting for Wolverhampton Clinical Commissioning Group (WCCG) with NHS England was held on the 18 April 2018. This was a useful opportunity for the CCG to showcase its work and we received positive feedback on the day.

She mentioned that the Mental Health Transforming Care Together (TCT) programme is no longer going ahead. However the two Mental Health Trusts in the Black Country are continuing to work closely together to ensure that the positive benefits that have accrued as part of the programme are not lost.

Mr M Hartland arrived

A refresh of the leadership of the Black Country Sustainability and Transformation Plan (STP) is currently taking place. Dr Hibbs confirmed she has agreed to provide support in the form of Senior Responsibility Officer. In addition we are currently in the process of appointing an independent chair and refreshing the programme delivery arrangements.

In addition to the overarching Integrated Care System work, we continue to work in Wolverhampton to develop an alliance arrangement with Primary Care Acute and community Services, Mental Health and the Local Authority. Current discussions are focussing on the clinical model and the evolving governance arrangements.

RESOLVED: That the above is noted

Items which should not routinely be prescribed in Primary Care (consultation 1)

WCCG.2113 Mr H Patel gave an overview of the report. He stated that the Governing Body requested legal opinion to be obtained to determine whether any local consultation was required to compliment the national consultation. Legal advice recommends the Clinical Commissioning Group (CCG) include a process of engagement and involvement to support the implementation.

With the support of the Communication and Engagement Team, we propose a series of engagement and involvement events to advise the local population of the recommendations and through a patient involvement approach.

NHS England has published guidance for all prescribers and CCGs to remove 18 ineffective, unsafe and low clinical value treatments as detailed on page 4 of the report.

RESOLVED:

- (a) That the Governing Body supported the principle outcome of the NHS England consultation on items which should not routinely be prescribed in Primary Care.
- (b) That the Governing supported the decision to include a process of engagement and involvement, followed by a series of communications aimed at supporting patients and practices to implement the outcome, within a defined timeframe for implementation.

Conditions for which over the counter items should not routinely be prescribed in Primary Care (consultation 2)

WCCG.2114

Mr Patel presented the report. He pointed out that legal advice has been sought, which recommends the CCG undertakes a process of engagement to support the implementation of NHS England outcome. Mr Patel pointed out the importance of the engagement and hopefully the Care Navigators within practices will be able to help. Dr Hibbs added that we could not have a blanket ban this is about education and how we use this piece of work. Ms S Roberts stated that engagement and education is so critical and the importance for this to be communicated out to practices.

RESOLVED:

- (a) That the Governing Body supports the outcome of the NHS England consultation on conditions for which over the counter items should not routinely be prescribed in Primary Care.
- (b) That the Governing Body supports that a fully impact analysis is carried out prior to implementation taking into account GP members views as detailed within appendix 1 of the report.
- (c) That the Governing Body supports a process of engagement and involvement events, followed by a series of communications aimed at supporting patients and practices to implement the outcome.

Report of Responses following the Public Consultation on Gluten Free Prescribing (consultation 3)

WCCG.2115

Mr Patel presented the report. He pointed out the NHS England consultation outcome and the preferred option to only allow the prescribing of certain Gluten Free foods, bread and flour, in Primary Care. This is likely to result in retaining a smaller range of bread and mixes, as the preferred product types following the consultation.

The CCG should await the impact of the regulatory changes before proceeding with a full patient consultation exercise on further restriction of Gluten Free prescribing

RESOLVED:

- (a) That the Governing Body supports the principle outcome of the NHS England consultation on Gluten Free Prescribing in Primary Care.
- (b) That the CCG await further national review, expected in December 2018, with regards restriction of additional products.

Ms Sarah Southall arrived
Mr Hemant Patel and Ms Sukvinder Sandhar left

Governing Body Assurance Framework

WCCG.2116 Mr P McKenzie referred to the report which outlines the latest position of the CCG's Risk Management arrangements, including the latest updated Governing Body Assurance Framework (GBAF) and Corporate Risk Register.

Mr McKenzie pointed out the key changes to risks since the Governing Body considered the register in February on page 4 of the report. As part of their review of risks the Finance and Performance Committee have discussed the most effective way to articulate and manage risks associated with financial performance. He pointed out the Committee's suggestion is to maintain the individual risk on the risk register as it is less likely to change and fluctuate on a regular basis.

He referred to the Transforming Care Partnership. An additional corporate risk associated with the Black Country Transforming Care for Learning Disabilities programme has been identified, which is supported by relevant committee risks at the Finance and Performance and Quality and Safety Committees. The Governing Body is asked to consider which committee should own and manage this risk. Mr McKenzie suggested this should sit with Finance and Performance Committee and Mr Gallagher supported this.

RESOLVED: That the above is noted

Mr Chandock left

Primary Care Strategy Delivery update

WCCG.2117 Ms Southall presented the report. She highlighted progress made in the last three months pointing out the back office functions review is now completed. Groups have identified which areas they wish to progress; these include subscriptions and other non-clinical support services.

The Home Visiting service pilot project business case and service specification have been approved at Primary Care Commissioning Committee.

Dr Asghar arrived

The QOF+ Scheme 2018/19 has been finalised and shared for consideration with a range of forums. Feedback captured and final changes made. Approval is anticipated in May, implementation will take place thereafter. This was discussed at the Members Meetings and was well received.

The Mental Health Primary Care Steering Group is also scoping a potential service development for advice and guidance with Black Country Partnership Foundation Trust.

Ms Southall pointed out the General Practice Forward View Programme and Self-Assessment 2018/19 in appendix 1 on the report. Dr S Reehana commended the work carried out. Mr Oatridge added he is very pleased to see the programme of work. The progress makes it clear what you hope to achieve in the future.

RESOLVED: That the above is noted

Sarah Southall left

Commissioning Committee

WCCG.2118

Dr M Kainth presented the report. He highlighted the Night Repositioning Service Pilot. The Committee was presented with a business case for the commissioning of a six month pilot of a service to provide night time interventions for patients living at home affected by pressure injuries. The Committee approved the business case and requested that the pilot should be for a period of 12 month to allow a more robust evaluation process.

Dr Kainth pointed out the Contracting update.

RESOLVED: That the above is noted.

Quality and Safety Committee

WCCG.2119

Ms Roberts presented the report. She highlighted the key issues within the report pointing out Vocare, the Urgent Care Provider, are showing improvement and their performance is continuing to be monitored. Home visiting and call back performance remains challenging.

She stated that maternity capping still continues. There has been an increase in the number of Never Events. Ms Roberts and Dr Reehana met with the Trust Board to discuss these. They were given a level of assurance that these are being addressed.

Cancer performance for the Trust remains an area requiring further assurance. In particular 62 and 104 day cancer performance requires further assurance to ensure any potential or actual impact of harm for patients is understood and mitigated.

RESOLVED: That the above is noted.

Finance and Performance Committee

WCCG.2120 Mr T Gallagher gave an overview of the report. He pointed out the key financial performance indicators on page 3 of the report. The CCG has been required to increase its control total (surplus) from £9.130m to £11.26m as a result of NHS England guidance.

No additional Quality, Innovation, Productivity and Prevention (QIPP) has been identified in month 12. The CCG is reporting achieving its QIPP target as the shortfall is being covered by reserves and other under spends. Page 5 of the report shows the main areas of movement with Acute services at the beginning of the table.

Mr Gallagher reported that the Auditors are happy with the final accounts at this stage and commended the Finance Department.

Dr Hibbs thanked the Finance team and other teams for their work during the year and commented that this is a very strong financial position to end the year on.

RESOLVED: That the above is noted

Audit and Governance Committee

WCCG.2121 Mr P Price gave an overview of the report. He pointed out the Final Review of Effectiveness and whether other Committees could also carry this review out. Mr Hartland and Dr Hibbs supported this being adopted in the other committees

RESOLVED: That the above is noted.

Communication and Engagement update

WCCG.2122 Ms S McKie presented the report. She referred to the extended opening for Pharmacy and GP surgeries over the May Bank Holiday.

She stated that this year's annual Report has been compiled and submitted the first draft to NHS England. Currently the required amendments are being made ready for the next submission to NHS England.

RESOLVED: That the above is noted.

Minutes of the Quality and Safety Committee

WCCG.2123 RESOLVED: That the minutes are noted.

Minutes of the Finance and Performance Committee

WCCG.2124 RESOLVED: That the minutes are noted.

Minutes of the Commissioning Committee

WCCG.2125 RESOLVED: That the minutes are noted.

Minutes of the Audit and Governance Committee

WCCG.2126 RESOLVED: That the minutes are noted.

Any Other Business

WCCG.2127 RESOLVED: That the above is noted.

Members of the Public/Press to address any questions to the Governing Board

WCCG.2128 A member of the public raised concerns regarding a referral she had received from her GP last year to the crisis service and would like some advice and assistance. Dr Hibbs stated she would take this up outside the meeting with her.

RESOLVED: That the above is noted.

Date of Next Meeting

WCCG.2129 The Board noted that the next meeting was due to be held on **Tuesday 22 May 2018** to commence **at 1.00 pm** and be held at Wolverhampton Science Park, Stephenson Room.

The meeting closed at 2.15 pm

Chair.....

Date