

**WOLVERHAMPTON CLINICAL COMMISSIONING GROUP GOVERNING BODY**

Minutes of the Governing Body Meeting held on Tuesday 11 September 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 R Rajcholan

Board Member

**Management**

Mr T Gallagher

Chief Finance Officer – Walsall/Wolverhampton

Dr H Hibbs

Chief Officer

Mr S Marshall

Director of Strategy and Transformation

Ms S Roberts

Chief Nurse Director of Quality

**Lay Members/Consultant**

Mr J Oatridge

Lay Member

Mr P Price

Lay Member

Ms H Ryan

Lay Member

Mr L Trigg

Lay Member

**In Attendance**

Mr J Denley

Wolverhampton Council

Ms K Garbutt

Administrative Officer

Mr M Hartland

Chief Finance Officer – Dudley CCG (Strategic Financial  
Adviser)

Mr P McKenzie

Corporate Operations Manager

**Apologies for absence**

Apologies were received from Dr J Parkes, Mr D Watts, Mr M Hastings, Ms S Gill and Ms T Cresswell

### **Declarations of Interest**

WCCG.2190            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.2191            RESOLVED:

That the minutes of the Wolverhampton Clinical Commissioning Group Governing Body meeting held on the 10 July 2018 be approved as a correct record subject to the amendment below ~

Ms H Ryan pointed out she is on the list of attendees however she had sent her apologies for the meeting.

### **Matters arising from the Minutes**

WCCG.2192            There were no matters arising.

RESOLVED: That the above is noted.

### **Committee Action Points**

WCCG.2193            RESOLVED: That the progress report against actions requested at previous Board meetings be noted.

### **Chief Officer Report**

WCCG.2194            Dr Hibbs presented the report. She pointed out that NHS England are currently consulting on Evidence Based Interventions which focuses on interventions which should not be routinely commissioned or performed or interventions which should only be commissioned when specific criteria are met.

The Black Country Sustainability and Transformation Plan (STP) has now appointed an Independent Chair and a Portfolio Director.

Dr Hibbs referred to Planned Care. During 2018-19 the CCG continues to play a leading role in the implementation of the Elective Care Transformation Programme as part of the Black Country STP. The STP is committed to continuous improvement against, and maintenance of the NHS Constitution standard.

Wolverhampton CCG have worked closely with the Urgent Care Centre provider and are pleased with the significant progress that has been made in relation to service delivery, triage times and waiting times against the 95% target.

RESOLVED: That the above is noted.

### **Board Assurance Framework**

WCCG.2195 Mr P McKenzie presented the report. He pointed out that the Clinical Commissioning Group CCG's risk management arrangements are designed to provide assurance to the Governing Body that risks to the CCG achieving its objectives are identified and effectively managed. A key element of this is the CCG's Governing Body Assurance Framework (GBAF) which outlines the overall risk to the CCG achieving each of its Corporate Objectives. This is supported by a corporate level and Committee level risk register as well as regular risk assessment and review by teams throughout the CCG.

Mr McKenzie added that risk management was discussed at the July Governing Body Development session with members receiving an overview of the risk management arrangements and discussing the operation of the arrangements at Committee level. Outcomes from the discussions included a proposal for Committees to review the timing of risk discussions on their agenda, which is being trialed and a move towards improved descriptions of the CCG's approach to managing individual risks to determine whether they will be treated or tolerated. The next steps in the development of risk management arrangements will include the use of 'deep dives' into individual areas of risk by the Senior Management Team which will be reported to the Audit and Governance Committee.

He emphasised that the Risk Register risks are reviewed on a monthly basis by each Committee.

Mr P Price supported the use of 'deep dives' and invited individuals to attend the Audit and Governance Committee. This is a useful management tool. Dr S Reehana stated the changes are very helpful.

RESOLVED: That the above is noted.

### **Integrated Care System Roadmap**

WCCG.2196 Dr Hibbs referred to the report stating that the Black Country STP partners have been working together supported by Price Waterhouse Cooper (PWC) and Optum Alliance to agree a roadmap to enable our system to work collaboratively towards becoming an Integrated Care System.

Our STP is built on four place based integrated systems in Wolverhampton, Dudley, Walsall and Sandwell and West Birmingham which are developing well and ensure that the delivery of services are focused around patients.

Such systems bring health, social care and voluntary sector partners together to deliver more integrated care. An area we need to collaborate on is digital in order to increasingly share information digitally. She referred to the Integrated Care System roadmap and was happy to take questions now or at a later date.

RESOLVED That the above is noted.

### **Black Country Joint Commissioning Committee**

WCCG.2197 Dr Hibbs stated the Joint Commissioning Committee continue to meet discussing how commissioning will evolve going forward. Currently discussions are taking place regarding transforming care and some mental health services

RESOLVED: That the above is noted.

### **Commissioning Committee**

WCCG.2198 Dr M Kainth presented the report. He pointed out that the Committee were presented with a medicines review project in care homes which has been designed to improve the quality and outcomes for patients as well as minimising waste of medication and improving Care Home staff training.

He referred to the Spyglass procedures. The Committee were updated regarding the spyglass business case for the provision of a procedure which will offer patients a better experience for treatment with biliary disorders; this will be less invasive and will avoid unnecessary surgery. There are less complications and better outcome for patients.

Dr Kainth highlighted the Any Qualifying Provider (AQP) Audiology. The Committee was advised that Specsavers have raised an issue of a provider contract that currently exists with local Trusts.

RESOLVED: That the above is noted.

## **Quality and Safety Committee**

WCCG.2199 Ms S Roberts gave an overview of the report. She pointed out that the cancer performance at the Royal Wolverhampton Trust (RWT) against 62 and 104 day cancer pathways is not currently being achieved. In addition a range of other cancer performance measures, including the 2 week referral target remain challenged. Assurance calls continue to provide updates on current performance and progress against agreed actions, escalation to a monthly face to face meeting has also been agreed and is in place.

Ms Roberts stated that agreement for priority focused work stream to include primary care referrals for CT and MRI, to ensure appropriate referrals to assist demand management. Urology will also be a focus with a comprehensive pathway review and scoping of implementation of a one stop prostate diagnosis clinic. The cancer performance targets remain at a high risk, referral pathways are as tight as they can be with other hospitals. This is being monitored very closely. Dr Reehana emphasised the importance of monitoring this area.

RWT is currently reporting the highest Standardised Hospital Mortality Index (SHMI) in the country. Work is in progress to understand and improve this.

RESOLVED: That the above is noted.

## **Finance and Performance Committee**

WCCG.2200 Mr T Gallagher presented the report. He referred to page 3 of the report and confirmed the CCG are meeting all the metrics and on target not to exceed our revenue resources. The CCG is reporting achieving the Quality, Innovation, Productivity and Prevention (QIPP) target of £13.948m.

Mr Gallagher referred to the Committee Report from the meeting which took place on the 28 August 2018. He pointed out the finance position on page 3 of the report. The CCG is now required to report on its underlying financial position, a position which reflects the recurrent position and financial health of the organisation and is meeting the planning requirements of a 2% recurrent surplus.

He referred to the treatment time (18 weeks). A revised performance trajectory for 2018/19 has been submitted by the Trust and awaiting approval by the CCG with a stretch target and discussions are ongoing. The Trust continues to validate patient pathways and monitor monthly prediction reports to highlight priority patients and expected activity numbers for each month.

Mr Price referred to page 21 - 1.1.1 Care Programme Approach. He pointed out the follow up within 7 days relating to May performance which related to 7 breaches and asked if this was an ongoing trend. Ms Roberts stated this is a one off and should be rectified within this quarter, however this will be monitored. He also referred to page 10 of the report and noted that we have made real progress with this the shared risk agreement with RWT and are close to formally signing the agreement. It is a balanced approach and will be managed collectively.

Dr Reehana asked about the Improving Access to Psychological Therapies (IAPT) access. Mr Marshall confirmed vacancies have now been filled and there is a programme in place for training.

RESOLVED: That the above is noted.

### **Audit and Governance Committee**

WCCG.2201 Mr P Price gave a brief overview of the report. He pointed out that the Internal Audit Report 2018/2018 recommended that the Better Care Fund report, which was presented at the Health and Wellbeing Board, could be shared with the Governing Body.

RESOLVED: That the Better Care Fund report is shared with the Governing Body.

### **Remuneration Committee**

WCCG.2202 Mr Price gave a brief overview of the report.

RESOLVED: That the above is noted.

### **Primary Care Commissioning Committee**

WCCG.2203 Ms McKie stated the Primary Care Commissioning Committee met on the 3 July and 7 August 2018. The report provides a summary of the issues discussed and the decisions made at those meetings. She gave a brief overview of the report.

RESOLVED: That the Governing Body noted the progress made by the Joint Commissioning Committee.

### **Communication and Engagement update**

WCCG.2204 Ms McKie gave an overview of the report. She referred to the key points indicated on the first page of the report. She pointed out the Terms of Reference were approved by the Patient Participation Group (PPG)/Citizen Forum to keep the meeting bi-monthly in addition to the Hub meetings. It tends to be the same practices attending these meetings. Dr Reehana pointed out the need to involve the younger population and working age groups.

Ms Roberts suggested sharing information with the PPG Group relating to friends and family results.

RESOLVED: That the above is noted.

### **Minutes of the Quality and Safety Committee**

WCCG.2205 RESOLVED: That the minutes are noted.

### **Minutes of the Finance and Performance Committee**

WCCG.2206 RESOLVED: That the minutes are noted.

### **Minutes for the Primary Care Commissioning Committee**

WCCG.2207 RESOLVED: That the minutes are noted

### **Minutes of the Commissioning Committee**

WCCG.2208 RESOLVED: That the minutes are noted.

### **Minutes of the Audit and Governance Committee**

WCCG.2209 RESOLVED: That the minutes are noted.

### **Black Country and West Birmingham Commissioning Board minutes**

WCCG.2210 RESOLVED: That the minutes are noted.

### **Minutes of the Health and Wellbeing Board**

WCCG.2211 RESOLVED: That the minutes are noted.

**Any Other Business**

WCCG.2212          RESOLVED: That the above is noted.

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

WCCG.2213          **Question**

A member of the public asked where the Governing Body papers are located on the internet.

**Answer**

It was confirmed the procedure to access the papers would be given after the meeting.

**Question**

A member of staff from the Express and Star asked for comment regarding the former clearance of the Eye Infirmary site.

**Answer**

Dr Hibbs stated that as this is a court case we are unable to comment.

RESOLVED: That the above is noted.

**Date of Next Meeting**

WCCG.2214          The Board noted that the next meeting was due to be held on **Tuesday 13 November 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 .....