

Black Country and West Birmingham Joint Commissioning Committee (JCC)

Minutes of Meeting dated 10 October 2019

Members:

Dr Salma Reehana, Chair, Wolverhampton CCG (Chair)
Mike Abel, Lay Member, Walsall CCG
Simon Collins, Specialised Commissioning, West Midlands
Dr Ruth Edwards, Clinical Executive for Integrated Assurance, Dudley CCG
James Green, Chief Finance Office, Sandwell and West Birmingham CCG
Matt Hartland, Chief Finance and Operating Officer, Dudley CCG
Mike Hastings, Director of Operations, Wolverhampton CCG
Julie Jasper, Lay Member, Sandwell and West Birmingham CCG
Steven Marshall, Director of Strategy and Transformation and Deputy Accountable Officer, Wolverhampton CCG
Sharon Liggins, Chief Operating Officer, Sandwell and West Birmingham CCG
Paul Maubach, Accountable Officer, Dudley CCG and Walsall CCG and preferred candidate for Accountable Officer for Black Country CCGs
Alastair McIntyre, Portfolio Director, Black Country and West Birmingham STP
Peter McKenzie, Corporate Operations Manager, Wolverhampton CCG
Helen Moseley, Lay Member Dudley CCG
Peter Price, Lay Member Wolverhampton CCG
Ian Sykes, Chair Sandwell and West Birmingham CCG
Jayne Salter-Scott, Head of Communications, Sandwell and West Birmingham CCG
Manisha Patel, Personal Assistant to Dr Helen Hibbs MBE, Dr Salma Reehana Chair of the Governing Body, Jonathan Fellows Independent Chair of the STP Wolverhampton CCG (note taker)

Apologies:

Laura Broster, Director of Communications, Dudley CCG
Jonathan Fellows, STP Independent Chair
David Hegarty, Chair, Dudley CCG
Dr Helen Hibbs, Accountable Officer Wolverhampton CCG
Dr Anand Rischie, Chair, Walsall CCG
Sally Roberts, Chief Nurse and Director of Quality, Wolverhampton CCG
Andy Williams, Accountable Officer, Sandwell and West Birmingham CCG

1. INTRODUCTION

- 1.1 Welcome and introductions as above.
- 1.2 Apologies noted as above.
- 1.3 No declarations of interest were made.
- 1.4 The minutes of 12 September 2019 were accepted as an accurate record of the meeting. The action log was reviewed and the action log has been updated accordingly.

2. CLG Update

The Committee were presented with the draft minutes of the Clinical Leadership Group meeting from 19 September 2019. In Sally Roberts' absence, members were asked to pass on any comments directly to Sally Roberts.

3. Matters of Common Interest

3.1 Performance and Assurance Return

Alastair McIntyre presented the STP Performance Report for information. Key points noted were:

- The System Review Meeting had taken place on Tuesday 8 October 2019.
- Urgent Care system continues to be challenged in meeting the 4hour standard.
- The System Review Meeting had ask that the BCWB STP Urgent Care Board looks at unwarranted variation in UEC, shares best practice and looks to demonstrate greater system level working to resolve delivery challenges.
- There had been an improvement in 2 week breast in Wolverhampton to 22 days which was positive but had deteriorated in Walsall to 28 days due to patients from Wolverhampton being seen there. A plan was in place to address this.
- Mental Health out of area placements was also highlighted at this meeting.
- Steven Marshall gave a brief background on mental health beds throughout the Black Country.

ACTION: Steven Marshall - Mr Marshall to bring an update to the next meeting on assessments on out of hour placements which could also be shared with NHSE/I. The update should also include finances with regards to private and NHS funding.

3.1a Urgent Care Board

The agenda and terms of reference were attached for information.

ACTION: Alastair McIntyre - Mr McIntyre was asked to review the Terms of Reference to ensure Mental Health representation at the UEC Board meetings.

3.2 Place Based Commissioning Update – Dudley

Paul Maubach presented the Dudley place based commissioning update. The meeting was pleased to hear that the aim is to have the MCP in place by 1 April 2020.

3.3 Brexit Update

Mike Hastings shared a paper for assurance and information. This paper had also been sent to CCGs for sharing at CCG Governing Body Meetings. The paper gave information on:

- EU Exit Preparedness
- Operational Updates
- Medicines, Non-medicines, Freight, MHRA, Non Clinical Good & Services, Social Care, Workforce, Reciprocal Healthcare and cost recovery, Clinical Trials, Research & Networks, Vaccines, Blood and Transport, Data and Regional Update.

The group plan to produce a standard IG proposal and collectively approve and submit. Matt Hartland confirmed that a submission has been made for ETTF funding to support the workstream.

ACTION: Mike Hastings - Mr Hastings to share SITREP information and to bring further updates to the JCC if there are major changes.

4. Formally Delegated Areas

4.1 Transforming Care Partnership

Alastair McIntyre provided an update on behalf of Dr Hibbs.

- Moorhouse Consulting were currently providing support until the end of October 2019.
- Transformational funding had been approved by the Board and
- The Board had signed off the restructured governance review.
- The numbers relating to Wolverhampton and NHSE had both improved by 1 each since the report had been produced.
- A meeting had been scheduled for Midlands region with Ray James, National Director on 16.10.19.
- Discussions with Dr Helen Hibbs and Paul Maubach on the recruitment of a TCP Programme Director will proceed outside the meeting with the aim of having support in place from early November.

4.2 Mental Health - Collaborative Commissioning Update

This item was deferred to the next meeting.

ACTION: Steven Marshall - Mr Marshall to bring update to next meeting.

5. CCG Transition Board

A verbal update was given under this item and highlighted:

- Listening Exercises to be undertaken with Stakeholders around the move towards a single CCG.
- Following the assessment and recruitment day held on 25 September 2019, Paul Maubach had been identified as the preferred candidate.
- Work has begun looking to align governance across the CCGs.

6. Risk Register

Alastair McIntyre and Peter McKenzie had met to discuss aligning governance and risk registers across the four CCGs. It was agreed that the four CCG Commissioning Committee risk registers should be combined to form a single commissioning risk register.

7. Feedback from Governing Bodies

There was no feedback to be discussed at this meeting,

8. Update from STP

Matt Hartland updated on the submission of the Long Term Plan. Submissions required by the 27 September 2019 had been completed and the review process was now in place. The draft did require more work until the final submission on 15 November 2019.

Further work is required to close the planning (financial) gap identified in the draft plan. Matt Hartland would be attending the Clinical Leadership Group meeting to ask for support in modelling various scenarios.

James Green spoke of the financial targets that had been set for the Trusts and CCGs which were more challenging than anticipated and more detail had been requested from NHSE/I. Alastair McIntyre, James Green and Matt Hartland are to meet with NHSE to discuss this.

Matt Hartland also wanted to highlight that the misalignment of activity in the SWB Trust and CCG plans needed to be resolved.

10. Any Other Business

There were no items to discuss under any other business.

Meeting closed

11. Date of Next Meeting

Thursday 14 November 2019, 09:00-10:30, Board Room, Dudley CCG, Brierley Hill Health and Social Care Centre, Venture Way, Brierley Hill, West Midlands, DY5 1 RU.

JCC Action Log

No.	Date	Action	Lead	Deadline	Status Update
160	11 July 2019	Sharon Sidhu to draft proposal for submission to each CCG Governing Body to recommend as a key principle policy position, that we seek to harmonise these policies across the Black Country and West Birmingham.	Sharon Sidhu	8 August 2019	Nothing further to update at present.
161	11 July 2019	Agreed that BCWB would join the existing SWB and BSOL group and look to greater involvement of Clinicians.	Sharon Sidhu	8 August 2019	Nothing further to update at present.
162	11 July 2019	A revised paper to each CCG GBs to seek investment and for approval.	Sharon Liggins	14 November 2019	Shared and taken through governance. To be kept on action log.
172	12 September 2019	The IUC team to be asked 'what the plan is for a primary care engagement strategy' <i>Anand Rischie happy to converse with IUC and West Midlands Ambulance Service regarding primary care engagement.</i>	Paul Maubach	14 November 2019	Verbal update required for next meeting. Action to be reallocated to Paul Maubach.
175	12 September 2019	26 week choice letter to be brought to attention of Elective Care Board	Neill Bucktin	14 November 2019	<p>A workshop and follow up meeting have taken place in relation to this.</p> <p>Looking to focus on general surgery in the first instance, subject to confirmation that all providers will offer and receive patients. This should be confirmed by 8 November.</p> <p>Specific session to agree the Standard Operating Procedure – 18 November.</p> <p>Weekly (Friday)</p>

No.	Date	Action	Lead	Deadline	Status Update
					STP teleconference to take place to review capacity issues across the system commencing Friday 22 November.
176	10 October 2019	Mr Marshall to bring an update to the next meeting on assessments on out of hour placements which could also be shared with NHSE/I. The update should also include finances with regards to private and NHS funding.	Steven Marshall	14 November 2019	On agenda
177	10 October 2019	Mr McIntyre was asked to review the Terms of Reference to ensure Mental Health representation at the UEC Board meetings.	Alastair McIntyre	14 November 2019	Completed prior to the board meeting and MH trust representation was present and terms of reference amended
178	10 October 2019	Mr Hastings to share SITREP information and to bring further updates to the JCC if there are major changes.	Mike Hastings	14 November 2019	Process has since been stood down until further notice (Likely Jan 2020)