

WOLVERHAMPTON CLINICAL COMMISSIONING GROUP GOVERNING BODY

Minutes of the Extraordinary Governing Body Meeting held on Tuesday 24 May 2016
Commencing at 1.00 pm at Wolverhampton Science Park, Stephenson Room

VOTING MEMBERS ~

Clinical ~		Present
Dr D De Rosa ~ Chair	Board Member	Yes
Dr D Bush	Board Member	Yes
Dr M Kainth	Board Member	Yes
Dr J Morgans	Board Member	Yes
Dr R Rajcholan	Board Member	Yes
Management ~		
Dr H Hibbs	Chief Officer	Yes
Ms M Garcha	Executive Lead for Nursing and Quality	Yes
Mr S Marshall	Director of Strategy and Transformation	Yes
Ms C Skidmore	Chief Financial Officer/Chief Operating Officer	Yes
Lay Members/Consultant ~		
Mr T Fox	Secondary Care Consultant	Yes
Mr J Oatridge	Lay Member	Yes
Ms P Roberts	Lay Member	Yes
Ms H Ryan	Lay Member	Yes

In Attendance ~

Ms K Garbutt	Administrative Officer
Mr M Hastings	Associate Director of Operations
Mr D McIntosh	Healthwatch representative
Mr P McKenzie	Corporate Operations Manager
Dr S Reehana	Interim South East Locality Chair
Ms M Tongue	Head of Financial Resources

Apologies for absence

No apologies were received.

Declarations of Interest

WCCG.1497 Dr D De Rosa reported there are no declarations of interest.

RESOLVED: That the above is noted

Minutes

WCCG.1498 RESOLVED:

That the minutes of the Wolverhampton Clinical Commissioning Group Governing Body meeting held on the 10 May 2016 be approved as a correct record.

Matters arising from the Minutes

WCCG.1499 There were no matters arising from the minutes.

RESOLVED: That the above is noted

Committee Action Points

WCCG.1500 RESOLVED: That the progress report against actions requested at previous Board meetings be noted.

Sign off the accounts and annual report

WCCG.1501 Ms C Skidmore drew the Governing Body's attention to the Annual Report and Accounts – statement as to disclosure to auditors.

“For each Governing Body member at the time the report is approved:

- So far as the Governing Body member is aware, there is no relevant audit information of which the CCG's auditor is unaware.
- They have taken all the steps they should have taken to make themselves aware of any relevant audit information and to establish that the CCG's auditor is aware of that information.”

Members of the Governing Body confirmed their agreement with the statement.

Ms Skidmore stated that the Annual Report and Accounts presented is the final version with only a few minor cosmetic amendments still required. She also pointed out a revised page 76 included within the document.

Clinical Commissioning Group

As far as the accounts are concerned no changes have been made to the numbers which have previously been reported to the Governing Body. We have nothing fundamental to note to Governing Body members. She pointed out the performance against targets table on page 7 of the report and accounts. The Clinical Commissioning Group (CCG) has achieved all of its statutory duties and three of its four local targets, (the exception being Quality, Innovation, Productivity and Prevention (QIPP) which was 87% achieved).

Mr D McIntosh highlighted that the annual report refers mainly to the Royal Wolverhampton Hospital Trust (RWT) as our main providers. Mrs Skidmore noted Mr McIntosh's request for information on other providers and suggested that this could be shared as part of the Annual General Meeting (AGM) presentation. He also pointed out that the practice list is not up to date and the list does not include branch practices. Ms Skidmore confirmed this will be checked before final submission and publication.

Dr J Morgans and Dr G Mahay arrived

Mr J Oatridge informed the Governing Body that an Audit and Governance Committee meeting had taken place this morning where the Annual Report and Accounts had been scrutinized enabling the Governing Body to be provided with assurance. Dr De Rosa and Dr Hibbs also attended the meeting. He highlighted the chief internal auditors opinion ~

"The internal auditors for 2015/2016, West Midlands Ambulance have formally produced their report and they have given significance assurance regarding controls operating within the organisation."

A formal report was also received from the external auditors Ernst and Young. They reported no issues regarding value for money and are able to issue a clean audit certificate. The Management representation letter will also be signed off.

Mr Oatridge stated one risk raised by the auditors was the way agendas are moving forward and how the Governing Body will receive assurance that governance remains robust as things like the Sustainability and Transformation Plan (STP) and combined Local Authorities develop. This will be reported back to the Governing Body through the Audit and Governance Committee in future.

The Governing Body noted the complimentary feedback from both the internal and external auditors and recognised the hard work from the CCG staff to produce the Annual Report and Accounts.

RESOLVED: That the Governing Body agreed with the statement which was read out. That the Governing Body approved the Annual Report and Accounts subject to the cosmetic changes occurring as noted.

Committee Annual Reports

WCCG.1502 Mr P McKenzie stated this report introduces the annual reports of the Governing Body Committees that demonstrate how each of them has met their terms of reference as set out in the CCG's Constitution. Ms Roberts asked if the percentage of attendance and quoracy could be included within the attendance at meetings. Dr De Rosa confirmed this was a good idea. Mr McKenzie will pick this up.

RESOLVED: That the Governing Body accepted the report presented by its Committees as a record of their continued delivery of their terms of reference.

Any Other Business

WCCG.1503 There were no items.

RESOLVED: That the above is noted.

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

WCCG.1504 No questions were raised by the Public/Press

RESOLVED: That the above is noted

Date of Next Meeting

WCCG.1505 The Board noted that the next meeting was due to be held on **Tuesday 12 July 2016** to commence **at 1.00 pm** and be held at Wolverhampton Science Park, Stephenson Room.

The meeting closed at 1.45 pm

Chair.....

Date