

**WOLVERHAMPTON CLINICAL COMMISSIONING GROUP  
COMMISSIONING COMMITTEE**

Minutes of the Commissioning Committee Meeting held on Thursday 28<sup>th</sup> July 2016  
Commencing at 1 pm in the Main CCG Meeting Room, Wolverhampton Science Park

**MEMBERS ~**

<b>Clinical ~</b>		<b>Present</b>
Dr J Morgans (JM)	Chair	No

**Patient Representatives ~**

Malcolm Reynolds (MR)	Patient Representative	Yes
Cyril Randles	Patient Representative	Yes

**Management ~**

Steven Marshall (SM)	Director of Strategy & Transformation (Chair)	Yes
Claire Skidmore (CS)	Chief Financial Officer	No
Manjeet Garcha (MG)	Executive Lead Nurse	No
Viv Griffin (VG)	Assistant Director, Health Wellbeing & Disability	No
Juliet Grainger (JG)	Public Health Commissioning Manager	No

**In Attendance ~**

Vic Middlemiss (VM)	Head of Contracting & Procurement	Yes
Jane Woolley (JW)	PMO Lead	Yes
Ranjit Khular (RK)	Public Health Commissioning Officer	Yes
Helen Pidoux (HP)	CCG Admin Team Manager	Yes

**Apologies for absence**

Apologies were submitted on behalf of Julian Morgans, Claire Skidmore, Manjeet Garcha, Nicola Ensor and Viv Griffin

It was noted that as the meeting was not quorate decisions could not be made and reports were received for information only.

**Declarations of Interest**

CCM511                      There were not declarations of interest made.

RESOLVED:              That the above is noted.

## **Minutes**

CCM512 The minutes of the last Committee, which took place on Thursday 30<sup>th</sup> June 2016 were agreed as a true and accurate record to be approved at the next meeting when quorate.

An addendum to be added to CCM504 Performance Sanctions to read;  
Financial sanctions for Month 1 are £364,000, pending the outcome of the sustainability and Transformational Fund Improvement (STF) discussions.

RESOLVED: That the above is noted.

## **Matters Arising**

CCM513 There were no matters arising.

RESOLVED: That the above is noted.

## **Committee Action Points**

CCM514 (CCM504) Contracting and Procurement Update: Nuffield Health Contract Patient Pathways - a specific update will be included in the report to the next meeting.

Investigate pathways to determine if there are standardised pathways for T&O procedures for NHS provided procedures – VM to pick up with Clare Barratt, Planned Care Lead. An update on the timetable for producing this information will be brought back to the next meeting.

(CCM505) Big Lottery: Commissioning Better Outcomes – this item has been deferred until August as following the presentation made to the Committee in May, the Local Authority has informed the CCG that it did not support the business case and will not support any application. As the application required a joint response from health and social care the CCG Governing Body was advised at its last meeting that this application would not be taken forward.

Clarification was given that the social prescribing route has not closed down as social prescribers will be financed by the CCG to alleviate the pressures on GPs. This will be brought back to the August meeting of this Committee.

RESOLVED: That the above is noted.

## **Contracting & Procurement Update**

CCM515 The Committee was provided with an update report relating to Month 2 (May) activity and finance performance, and includes commentary and key actions from the Clinical Quality Review and Contract Review meetings conducted in July 2016.

### **Royal Wolverhampton NHS Trust**

#### **Sustainability and Transformation Fund (STF)**

The Trust has formally signed up to this incentive scheme and access to £10.5m. The Trust must deliver against financial control targets (70%) and contractual targets (30%). The implications are that the CCG cannot apply withholds or sanctions in the following areas:

- A&E 4 hour waiting times
- 62 day cancer waiting times
- Referral to treatment incomplete pathways
- Over 6 week diagnostic waiting times

Activity figures will continue to be performance managed by the CCG and it was agreed to give a pictorial representation of performance in this report going forward.

A query was raised relating to what will happen to the money if the Trust does not achieve targets and whether this is channeled through the CCG. It was agreed to provide an update on this at the next meeting.

#### **Performance Sanctions**

Financial sanctions for Month 2 are £28,250.

#### **A&E coding**

An issue relating to coding in A&E has been identified as there is a significant shift of activity re categorisation. A meeting was held with the Trust and a response requested by 18<sup>th</sup> July, this was extended to 29<sup>th</sup> July to allow the Trust time to access the necessary staff to carry out their review.

If the response received is not satisfactory a formal activity query will be raised and an independent external audit will be initiated. An update will be given to the next meeting.

#### **Other Contracts**

Vocare (Urgent Care Centre provider) – as discussed at the last meeting this contract is still to be signed. This is a formality but is a risk to the CCG given the service has been delivered since 1<sup>st</sup> April. The situation has been flagged to the provider and a resolution is being sought as a matter of urgency.

*Steven Marshall left the meeting*

## **Procurement Schedule**

### **Translation Services**

The expected start date for the service has been revised to 1<sup>st</sup> December 2016, to allow the new provider time to mobilise.

*Steven Marshall rejoined the meeting.*

It was unclear where this decision was made and it was agreed to clarify this as it was felt that the decision should be made by Commissioning Committee. It was noted that there may be occasions when decisions have to be made outside the Committee timetables.

## **Black Country Partnership Foundation Trust**

### **Local Authority**

Discussions have taken place regarding the Local Authority becoming an associate commissioner to the BCP contract. The aim is for this to take effect from 2017/18 rather than as an in year CVO. Also the issue of £1.3m Learning Disability funds, which is within the contract value but is money the CCG has to invoice the Council for each year needs to be resolved as the Local Authority does not want to include this.

RESOLVED: The Committee welcomed the report and noted its contents.

The following actions were agreed:

- Establish what happens to the STF money if the Trust does not meet the targets
- A&E coding issues – update to be brought to the next meeting.
- Clarification required regarding decision to revise start of service date for the Translation Services

## **2015/16 QIPP Outcomes and Lessons Learnt**

CCM516 Jane Woolley introduced the report setting out the achievements and lessons learnt.

*Vic Middlemiss left the meeting*

It was highlighted that in order to report via Non-ISFE reporting, the CCG reported its March 2016 position on 15<sup>th</sup> April 2016 to coincide with the production of annual accounts. Validation of activity for March was not possible, until after the end of the financial year i.e. early May. An estimate for BCF was incorporated in the QIPP figures in order to make the submission.

Total QIPP delivery (as per the M12 Non ISFE Return) was £10,309.00. The delivery was at 87% of the QIPP target which is the best performance since the CCG began.

The actual final reported position for BCF was an increase of savings of £180,988, giving a revised total savings of £1,516,988. The CCG is unable to amend the position reported in April but has subsequently reported the final position internally.

It was reported that the achievements of all the Programme Boards have been considered to give an understanding of the reasons for the variations. The lessons learnt have been used to inform planning and modeling going forward.

An internal audit of the QIPP process was completed earlier in the year. Three recommendations were made in the report which was reviewed by the QIPP Board. It was felt that the changes had already begun to support a new QIPP process, before the circulation of the report. Therefore, the Board was assured that within 2016/17 the changes required were already identified and addressed.

*Vic Middlemiss rejoined the meeting.*

It is felt that improvements have been made in the monitoring and management of projects. The development of a clearly defined process has allowed non-performance to be identified earlier and for projects to be stopped if not achieving the savings anticipated. There is now assurance of planning and the reporting of planning through defined project stages which are traced through the Programme Boards and QIPP Board.

RESOLVED – That the above is noted.

### **Any Other Business**

CCM517      There were no items raised.

### **Date, Time & Venue of Next Committee Meeting**

CCM518      Thursday 25<sup>th</sup> August 2016 at 1pm in the CCG Main Meeting Room.