

## **WOLVERHAMPTON CLINICAL COMMISSIONING GROUP GOVERNING BODY**

Minutes of the Governing Body Meeting held on Tuesday 13 September 2016  
Commencing at 1.00 pm at Wolverhampton Science Park, Stephenson Room

### **VOTING MEMBERS ~**

<b>Clinical ~</b>		<b>Present</b>
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	No
<b>Management ~</b>		
Ms T Curran	Interim 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
<b>Lay Members/Consultant ~</b>		
Mr J Oatridge	Lay Member	Yes
Mr P Price	Lay Member	Yes
Ms P Roberts	Lay Member	Yes
Ms H Ryan	Lay Member	No

### **In Attendance ~**

Ms K Garbutt	Administrative Officer
Mr M Hastings	Associate Director of Operations
Mr R Jervis	Public Health Director
Mr P McKenzie	Corporate Operations Manager

Dr D DeRosa introduced Mr Peter Price, Lay Member for Finance and Performance to the Governing Body.

### **Apologies for absence**

Apologies were received from Dr R Rajcholan and Ms H Ryan.

### **Declarations of Interest**

WCCG.1547 Dr D De Rosa reported there were no declarations of interest.

RESOLVED: That the above is noted

### **Patient Story**

WCCG.1548 Ms P Roberts read out a patient story. The patient's battle to receive correct diagnosis and treatment for her condition commenced in 2007.

### **Minutes**

WCCG.1549 RESOLVED:

That the minutes of the Wolverhampton Clinical Commissioning Group Governing Body meeting held on the 12 July 2016 be approved as a correct record.

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

WCCG.1550 There were no matters arising from the minutes.

RESOLVED: That the above is noted

### **Committee Action Points**

WCCG.1551 RESOLVED: That the progress report against actions requested at previous Board meetings be noted ~

#### **Minute 1465 – Emergency Preparedness, Resilience and Response (EPRR)**

Dr De Rosa confirmed this is on today's agenda.

#### **Minute 1519 – Better Care Fund Big Lottery**

Mr S Marshall confirmed this action had been carried out.

### **Chief Officer update**

WCCG.1552 Ms T Curran introduced the Chief Officer report which is submitted to the Governing Body to provide assurance of robust leadership across the Clinical Commissioning Group (CCG). She pointed out that the The Wolverhampton Integrated Respiratory Lifestyle (TWIRL) project has been well attended and participants talk very positively about it. The pilot is

underpinned by a set of metrics to assess impact and outcomes and a report relating to this service will be brought to the Governing Body in the future.

Ms Curran pointed out item 2.8 relating to the award of “outstanding” for Wolverhampton CCG for 2015/16. A letter of congratulations has been received from Jeremy Hunt, Secretary of State for Health which has been shared with all staff. She added there are only 10 CCG’s in the county with an outstanding award.

A System Leadership and Integration Event was held on 24 August 2016. Discussion took place around the over-arching principles to deliver the best possible health and care support to people in Wolverhampton.

The CCG has agreed to support a city-wide antimicrobial stewardship programme. The launch of this is on the 22 September 2016. The proposed scope will include all human healthcare and focus of shifting the behaviours of the public, patients, prescribers and staff.

Ms Curran briefed the Governing Body on the transition of System Resilience Groups into A&E Delivery Boards. NHS Improvement and NHS England wrote to all local systems across England in July 2016 setting out the key elements of the national A&E plan and a series of nationally mandated actions to be taken over the coming months to improve A&E performance.

RESOLVED: That the above is noted.

### **Emergency Preparedness, Resilience and Response (EPRR)**

WCCG.1553 Mr M Hastings presented the report. He pointed out the table on page 3 of stating that there are no red indicators. The EPRR lead will be interviewing all Heads of Service to make assessments regarding how all systems are actioned. The CCG are also expected to review and report on the EPRR Core Standards returns of its main providers, Royal Wolverhampton Trust (RWT) and Black Country Partnership Foundation (BCPFT). Both providers have submitted their returns. Ms Roberts raised a concern regarding how GP practices and Vocare Limited are assessed. Mr Hastings stated this is the responsibility of individual organisations and is also contained within their contracts.

Mr Hastings stated we should be fully compliant by the end of January 2017. Mr J Oatridge stated that the Audit and Governance Committee had expressed concern around the business continuity not making progress which they felt was a major risk. A discussion took place regarding progress reports. It was agreed that a progress report is

submitted before Christmas and a full report in February 2017 to give assurance that all work is being carried out.

The Governing Body approved the progress of the EPRR.

RESOLVED: That a progress report is submitted before Christmas and a full report in February 2017.

### **Primary Care Full Delegation**

WCCG.1554 Mr P McKenzie presented the report which was to ask the Governing Body to note the steps that will be required for the CCG to make an application for full delegation of Primary Care in line with the intention set out in the Primary Care Strategy. He highlighted the other constitutional changes contained within the report. Ms Roberts enquired when the next members meeting would take place. Mr McKenzie confirmed this will be on the 19 October 2016.

Mr McKenzie confirmed that the Governing Body will receive regular updates.

RESOLVED: That the above is noted.

### **Commissioning Committee**

WCCG.1555 Dr Morgans presented the summaries for the reporting period July and August 2016. He highlighted concerns relating to Vocare Limited. The final draft contract was submitted to Vocare and resubmitted on the 12 August 2016 and is awaiting signature. Ms Roberts expressed concerns regarding Vocare that we are not identifying them as a risk. Mr S Marshall confirmed Vocare are delivering the service there is no risk for non-delivery even though the contract has not been signed. A discussion took place regarding concerns relating to the contract not being signed. Ms T Curran stated that the risk of Vocare pulling out of the contract is very low.

Dr D Bush asked who monitors the monies relating to the Sustainability and Transformation Fund (STF). Ms C Skidmore confirmed that the contract is managed by the CCG and STF funding is a national initiative

RESOLVED: That the above is noted.

## **Quality and Safety Committee**

WCCG.1556 Ms M Garcha referred to the report which provides assurance on quality and safety of care, and any exception reports that the Governing Body should be sighted on. She gave an update on the key issues of concern.

Dr De Rosa asked what the communication is regarding mortality. Ms Garcha confirmed that once a report is submitted to the Care Quality Commission (CQC) they report the information to the CCG. Ms Curran pointed out that the review process at the Trust is extremely robust and there are good examples on page 13 of the report.

Ms Garcha pointed out that we are waiting to hear when an Ofsted review will take place. The last one was carried out in 2011. There is a mock process in place and action plans are being actioned. Mr P Price referred to Serious Incidents at RWT and how they compare with other trusts. Ms Garcha stated there is a national learning system which can be accessed adding that RWT are open and report all incidents.

RESOLVED: That the above is noted.

## **Finance and Performance Committee**

WCCG.1557 Ms Skidmore gave a brief outline of the Finance and Performance Committee reports. The finance performance reporting for month 4 meets all our financial targets for the year. She highlighted risk are becoming more apparent and the key areas which have driven these risks are ~

- National price of nursing care which is due to be reviewed in January 2017. This has caused a million pounds of cost pressure which is also nationally.
- Over performance in our acute contracts in the areas of non-elective activity and A&E.
- Quality, Innovation, Productivity and Prevention (QIPP) which puts pressure into the system. This will be reported on in month 5 what our risks are.

Mr Oatridge expressed concern relating to NHS Property Services relating to clear information regarding property values and rents. Ms Curran stated this is a national issue and work is currently taking place regarding inserting estate information on to a new piece of software which should be helpful.

Ms Skidmore referred to the Performance Indicators within the report which now give a full list. Dr De Rosa suggested this should include

trends on quality which would be useful. Ms Skidmore confirmed this could be added.

Ms Skidmore pointed out that there has been a national mandate to bring forward the contract timetable for this year. The contracts will be required to be signed in the current calendar year (23 December 2016).

RESOLVED: That the above is noted.

### **Audit and Governance Committee**

WCCG.1558 Mr Oatridge gave an overview of the Audit and Governance Committee summary. He referred to the review of Performance against the Whistleblowing Policy. The Audit and Governance Committee noted only minor amendments to the existing content.

RESOLVED: That the above is noted.

### **Remuneration Committee**

WCCG.1559 Mr Oatridge provided an overview of the report.

RESOLVED: That the above is noted

### **Primary Care Joint Commissioning Committee**

WCCG.1560 Ms Roberts gave an overview of the report which provides an update from the meetings of the Primary Care Joint Commissioning Committee which took place on the 5 July and 2 August 2016. Dr De Rosa raised a point relating to GPs working together in groups and sharing information this is a key issue and training will be delivered relating to this.

RESOLVED: That the above is noted.

### **Communication and Engagement update**

WCCG.1561 Ms Roberts presented the report which updates the Governing Body on the key communications and participation activities. She highlighted the Practice Managers Forum which discussed a variety of topics in July. She added that RWT are working to change the culture around complaints.

RESOLVED: That the above is noted.

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

WCCG.1562 RESOLVED: That the minutes are noted

**Minutes of the Commissioning Committee**

WCCG.1563           RESOLVED: That the minutes are noted.

**Minutes of the Finance and Performance Committee**

WCCG.1564           RESOLVED: That the minutes are noted.

**Minutes of the Audit and Governance Committee**

WCCG.1565           RESOLVED: That the minutes are noted.

**Minutes of the Primary Care Joint Commissioning Committee**

WCCG.1566           RESOLVED: That the minutes are noted.

**Minutes of the Health and Wellbeing Board**

WCCG.1567           RESOLVED: That the minutes are noted

**Any Other Business**

WCCG.1568           Mr Marshall reported that Vocare Limited have agreed the contract.

RESOLVED: That the above is noted.

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

WCCG.1569           There were no questions from the public/press.

**Date of Next Meeting**

WCCG.1570           The Board noted that the next meeting was due to be held on **Tuesday 11 October 2016** to commence **at 1.00 pm** and be held at Wolverhampton Science Park, Stephenson Room.

The meeting closed at 2.50 pm

Chair.....

Date .....