

WOLVERHAMPTON CLINICAL COMMISSIONING GROUP

Finance and Performance Committee

Minutes of the meeting held on 30th August 2016
Science Park, Wolverhampton

Present:

Mr P Price	Independent Committee Member (Chair)
Dr D Bush	Governing Body GP Finance and Performance Lead
Mrs C Skidmore	Chief Finance and Operating Officer
Mr S Marshall	Director of Strategy and Transformation
Mr M Hastings	Associate Director of Operations

In regular attendance:

Mr G Bahia	Business and Operations Manager
Mr V Middlemiss	Head of Contracting and Procurement
Mrs H Pidoux	Administrative Officer

1. Apologies

Apologies were submitted by Mr Oatridge and Mrs Sawrey

Mr Price took the Chair and thanked Dr Bush for his work as Chair of the Committee.

2. Declarations of Interest

FP.16.83 There was no declarations of interest.

3. Minutes of the last meeting held on 26th July 2016

FP.16.84 The minutes of the last meeting were agreed as a correct record.

4. Resolution Log

FP.16.85

- Item 88 (FP.16.76) – Update on A&E coding issues to be brought to the next meeting – included in reports on agenda and supporting paper - action closed.
- Item 89 (FP.16.76) – Update relating to BCF figures from Local Authority to be brought to the next meeting – included in Finance Report on the agenda and updates to be included in future reports – action closed.

- Item 90 (FP.16.78) – Update regarding the process and governance relating to the waiving of fines to be brought to the next meeting – clarification was given that this concerned the process followed and how sign off is agreed. Mrs Skidmore confirmed that there is a Scheme of Delegation to be followed and in this case the amount was not material therefore the CCG Executive Team has delegated authority. It was agreed that clarification would be brought to the next meet referencing the Scheme of Delegation.

5. Matters Arising from the minutes of the meeting held on 26th July 2016

FP.16.86 There were no matters raised.

6. Finance Report

FP.16.87 Mrs Skidmore reported on the Month 4 financial position, stating that that this is getting tighter and there is no flexibility occurring as moving through the financial year. There were 3 material variances reported in Month 4, which have a direct impact on the bottom line, as follows;

- Funded Nursing Care – Raise in prices has to be incorporated into the position. (£1.2m movement in the position).
- QIPP – it was reported that 89% of the target is expected to be met leaving approximately a£1m unallocated element. This is being considered by Programme Boards.
- Better Care Fund (BCF) - A Deep Dive exercise has taken place and the figures appear to be significantly off target. There is a mitigation plan in place; however, an addition pressure may have to be incorporated into the Month 5 figures once the information from the deep dive has been reviewed.

It was highlighted that at the QIPP Programme Board three areas were considered to achieve further mitigation to cover the additional risk arising in the finance position. These are a review of GP referrals and the need for targeted work, contract management and future existing QIPP plans being brought forward.

It was noted that work continues to identify schemes for 2017/18 onwards.

- RWT over activity – a confidential briefing paper was shared with the Committee setting out specific coding queries that have been lodged with the Trust and these were discussed in detail.

Resolved: The Committee;

- noted the contents of the report and the current position, particularly with regard to risk.
- Considered coding issues relating to RWT over activity.

6. Performance Report

FP.16.88 Mr Bahia highlighted that of the indicators for Month 3, 43 are green rated, 25 are red rated and 18 are unrated.

The following key points from the report were discussed;

- RTT – performance at headline level failed to achieve target. The Trust has advised industrial action by Junior Doctors continues to have an impact although all patients affected by this should have been seen by the end of June. The review of waiting list practices in Orthodontics continues to affect the performance and achievement of the target.
- A&E – challenges continue and the Trust failed to achieve the STF recovery trajectory for the month.

From 1st August Vocare are providing daily validated figures. The triage model is being refined in conjunction with Vocare and changes introduced from July. Concerns continue regarding the use of locum consultants impacting on admission rates.

The impact on RWT of the closure of Stafford A&E to children was raised. It was reported that this will be monitored by RWT and WMAS however the impact was considered to be minimal as paediatric cases are not generally transferred to RWT.

- 62 day Cancer Waits Tertiary Referrals – A meeting had been set up for the 8 September 2016 with Dudley CCG's Head of Quality and steps are being taken to resolve the issue.
- C.Diff – There were 2 C.Diff breaches in Month 3, which is an improvement in comparison to the numbers of breaches in previous months. Cumulatively there have been 13 breaches year-to-date, which due to the numbers of breaches in the first two months, is above the year-to-date threshold. We have seen fewer C.Diff breaches in 16/17 compared with the same period in 15/16, however there has been an increase in the number of avoidable breaches.
- RTT Waits over 52 weeks for incomplete pathways – all breaches recorded for RWT relate to orthodontic issues.

- Ambulance Handover breaches – these are above the levels in 15/16, however, the average number of conveyances have increased significantly year on year.
- E-discharge – this continues to breach although performance is above the RAP recovery trajectory.
- DToCs – performance is showing improvement due to efforts by all parties to sustain improvements through the joint discharge to assess programme that the CCG, Trust and Local Authority are running.
- IAPT measures – achieving all national KPI's for Quarter 1

The table showing performance indicators for 2016/17 was considered; Mr Price highlighted the safeguarding indicators and noted that the rating was unclear. Mr Bahia agreed that this would be reviewed and clarification given.

A discussion took place regarding this report and how to highlight what areas are important and what the CCG can influence. It was noted that work is on-going to improve the narrative in the reporting. It was agreed that at the next meeting important areas would be flagged enabling resources to be concentrated in these areas.

Resolved: The Committee

- Noted the content of the report and the updates given.
- Report to be revised for next meeting to highlight important areas for discussion.

7. Monthly Contract and Procurement Report

FP. 16.89 Mr Middlemiss highlighted that RWT performance issues were discussed earlier in the meeting. The year to date level of performance sanctions at Month 3 is £71,600; this has reduced in line with the STF requirements and the CCG being unable to enforce fines relating to STF trajectories.

As well as the A&E coding issues discussed earlier in the meeting a second issue has been identified regarding potential duplicates on the system. The CCG has not received an adequate response from the Trust and has urged that an audit is carried out as soon as possible and that the CCG is involved to develop the terms of reference and jointly evaluate the audit findings. A further response from the Trust has been requested by 2nd September.

The contract planning round for 2017/18 was raised. It was noted that initial guidance from NHS England and NHS Improvement has confirmed a requirement to complete contracting by the end of

December. This means that planning has to start earlier than normal as the timeframe has been shortened. The proposed contract principles and process were shared with the Committee and noted.

Mr Middlemiss gave an update relating to the delays in signing the contract with Vocare, the Urgent Care Centre provider. It was reported that there are 2 outstanding issues and a response on these is awaited from Vocare. A Contract Review meeting is due to be held with Vocare and if the issues are not resolved at the meeting this will then be escalated as appropriate.

Resolved – The Committee:

- noted the contents of the report

8. Any Other Business

FP.16.90 There were no items raised under any other business.

9. Date and time of next meeting

FP.16.91 Tuesday 27th September 2016 at 3.15pm, CCG Main Meeting Room

Signed:

Dated: