

WOLVERHAMPTON CLINICAL COMMISSIONING GROUP GOVERNING BODY

Minutes of the Governing Body Meeting held on Tuesday 11 October 2016
Commencing at 1.00 pm at Wolverhampton Science Park, Stephenson Room

VOTING MEMBERS ~

Clinical ~		Present
Dr D De Rosa	Board Member	No
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 ~		
Ms T Curran	Interim Chief Officer	Yes
Ms M Garcha	Executive Lead for Nursing and Quality	No
Mr S Marshall	Director of Strategy and Transformation	Yes
Ms C Skidmore	Chief Finance Officer/Chief Operating Officer	Yes
Lay Members/Consultant ~		
Mr J Oatridge	Lay Member	No
Mr P Price	Lay Member	Yes
Ms P Roberts ~ Chair	Lay Member	Yes
Ms H Ryan	Lay Member	Yes

In Attendance ~

Ms K Evans	Solutions and Development Manager
Mr S Forsyth	Head of Quality and Risk
Ms K Garbutt	Administrative Officer
Mr M Hastings	Associate Director of Operations
Mr R Jervis	Public Health Director
Ms E Learoyd	Healthwatch Wolverhampton
Mr P McKenzie	Corporate Operations Manager
Dr S Reehana	Interim South East Locality Chair

Ms P Roberts Chaired today's meeting and welcomed Ms Liz Learoyd, Chief Officer for Healthwatch to the meeting.

Apologies for absence

Apologies were received from Dr D De Rosa, Ms M Garcha and Mr J Oatridge

Declarations of Interest

WCCG.1582 Ms P Roberts reported declarations of interest for all Governing Body GPs in respect of the Primary Care agenda items. She also reported a conflict of interest regarding agenda item End of Life Strategy as she is a member of the Patient Advisory Cancer Group.

RESOLVED: That the above is noted.

Dr M Kainth arrived

Minutes

WCCG.1583 RESOLVED:

That the minutes of the Wolverhampton Clinical Commissioning Group Governing Body meeting held on the 13 September 2016 be approved as a correct record. However the following items were noted ~

Minute 1555 – Commissioning Committee

Ms C Skidmore pointed out for clarity the second sentence should read “He highlighted concerns that the Vocare contract is not yet signed”. She also pointed out that the second sentence in the last paragraph should read “Ms Skidmore confirmed that whilst the contract is managed by the CCG, the monitoring of the Sustainability Transformation Fund (STF) is a national initiative”.

Minute 1557 – Finance and Performance Committee

Ms Skidmore highlighted that the first bullet point should read “National price of funded nursing care”. She added that the third bullet point should read “Slippage against the Quality, Innovation, Productivity and Prevention (QIPP) target which puts pressure into the system”.

Ms H Ryan arrived

Matters arising from the Minutes

WCCG.1584 There were no matters arising from the minutes.

RESOLVED: That the above is noted

Committee Action Points

WCCG.1585 RESOLVED: That the progress report against actions requested at previous Board meetings be noted.

Chief Officer update

WCCG.1586 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 highlighted Estates and Technology Transformation Fund (ETTF). Mr M Hastings had attended a meeting and reported that bids have been submitted to match the funding available for Cohorts 1 and 2. Cohort 3 has not yet been decided. He confirmed that we should receive notification shortly and once received this will be disseminated at the Members Meetings on the 19 October 2016.

Ms Curran reported that the Junior Doctor's Industrial Action has now been formally suspended which is good news. The Governing Body will be kept apprised of any future potential industrial action and the mitigating actions in place to keep patients safe.

She referred to the Electronic Referral system, previously known as 'Choose and Book'. Several practices are using the system, however if this could be increased by circa 20% the CCG would realise about £270,000 from the quality premium, which could then be reinvested into primary care. All agreed this was worthy of effort to increase usage of the system. Ms Roberts expressed concern about informed choice and patients receiving correct information. Dr Bush pointed out that the referral system is about the route of referral and choice is offered to patients irrespective of the route the referral then goes through. Ms Curran confirmed that the CCG is meeting its constitutional rights. Mr P Price asked what would encourage practices to use the system more. Dr J Morgans confirmed that practices will receive an email and it will be discussed at the Members Meeting.

The Clinical Commissioning Group (CCG) continues to work with colleagues on new care models around primary care in line with the Primary Care Strategy ratified by member practices.

Ms Curran highlighted that the Black Country Sustainability and Transformation Plan (STP) remains a draft document and a further meeting is scheduled to take place on the 20 October 2016. A further iteration of the DRAFT STP plan is due for submission to NHSE on 21

October 2016 – at present the Governing Body has not had sight or, or had the opportunity to discuss, the draft plan. Mr S Marshall said that there was a paper on this on the agenda for the Governing Body to consider and agree on.

The 'go live' date for NHS 111 is still on track for 8 November 2016. There will be a 48 hour operation window and the full system will be in place from the 10 November 2016.

RESOLVED: That the above is noted.

End of Life Strategy

WCCG.1587 Mr S Marshall referred to the report stating that a number of discussions have taken place regarding End of Life services. Ms K Evans added that the strategy was co-produced with Public Health England and Healthwatch which places patients firmly at the centre. The Strategy is aiming to improve the cost effectiveness and efficiency of End of Life care across the whole health and care economy through development of an integrated, responsive care pathway.

Ms Roberts commended the strategy which covers nearly everything patients require.

RESOLVED: That the Governing Body approved the End of Life Care Strategy and timeline.

Constitution Variation

WCCG.1588 Mr P McKenzie presented the report for the Governing Body to agree to make an application to vary the CCG Constitution in preparation for the application for full delegation of Primary Care Co-Commissioning from April 2017 and to give effect to previously reported changes to Governing Body membership to meet new requirements for managing Conflicts of Interest. Details of the application documentation required for submission to NHS England have now been made available which have clarified the changes in respect of the Governance arrangements that the CCG will need to have in place.

RESOLVED: That the Governing Body agrees to make an application for full delegation of Primary Care Commissioning. Authorises the Interim Accountable Officer and the CCG Chair to agree the final versions of the amended constitution and associated documents in line with the agreement that will be reached with NHS England in respect of the delegated powers.

That a further report Full Delegation report is brought back to the Governing Body in November 2016.

That the document with all track changes is forwarded to all Governing Body members.

Sustainability and Transformation Plan (STP)

WCCG.1589 Mr Marshall presented the report which is to seek agreement from the Governing Body for the Black Country Sustainability and Transformation Plan (STP) to be submitted on the 21 October 2016 as a draft work in progress. Ms Curran pointed out to the Governing Body that it was being asked to acknowledge the submission and the high level briefing contained in Mr Marshall's report, however, the Board should recognise the lack of detail it was aware of to date. The report sets out the process for consulting and engaging with patients, the public and wider stakeholders following the October submission and in advance of formal sign off by any legal entity and consequent implementation of the Black Country STP.

Ms Skidmore commented on assurance regarding the financial side. A long term financial report will be submitted to the Finance and Performance Committee. Ms Curran commended Ms Skidmore and the finance team. The plan is around the people the CCG serve and the Governing Body cannot agree a plan that has not been seen. A discussion took place and it was agreed to the submission stating the Governing Body has not seen the document.

RESOLVED: That the Governing Body agrees to the submission of the Black Country STP on 21 October 2016 noting that is a draft, that the Governing Body has not seen the document and that is in effect 'work in progress', which will be subject to full consultation and engagement.

Commissioning Committee

WCCG.1590 Dr Morgans presented the report. He highlighted 2.2 Social Prescribing Business Case. A 12 month pilot for social prescribing is proposed, to be delivered by the Wolverhampton Voluntary Sector Council. The model proposed would see 3 trained "link workers" across the City working with and supporting individuals that require low level, non-clinical support but whom access Health and Social Care services regularly. Mr Marshall stated that the second bullet point regarding Finances should read "For Financial Year 2016/17 there is a part year effect equivalent to $\text{£}148.316/12) \times 3 = \text{£}65063.50$ ".

The funding route is the GP development reserve we hold and the third sector organisation want to take on more activity. The Governing Body supported the action taken.

Dr Morgans referred to Atrial Fibrillation. A Business Case was submitted to the Committee which sought to introduce a project to improve diagnosis and treatment of Atrial Fibrillation in Primary Care. The Committee did not approve the pilot. The Governing Body noted this.

Currently Nuffield Health Limited (The Nuffield) is currently commissioning to provide a range of elective services including pain management, orthopedics and general surgery. At present, this does not include spinal services. The Nuffield has submitted a business case to extend the current directory of services commissioned to include spinal services. The Committee approved the Business case.

RESOLVED: That the above is noted.

Quality and Safety Committee

WCCG.1591 Dr S Rajcholan 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 Rajcholan pointed out that the Board Assurance Framework will be the subject be at the next Governing Body Development Session in November 2016. She highlighted that it is proposed that the themes for the Clinical Quality Review meetings are combined. Ms Curran is happy to have a discussion regarding this outside the meeting. She added that the Governing Body were given assurance with safeguarding embedded into this report and gave thanks to the safeguarding team for the work carried out.

RESOLVED: That the above is noted.

Finance and Performance Committee

WCCG.1592 Ms Skidmore gave a brief outline of the Finance and Performance Committee reports. The finance performance reporting for month 5 meets all our financial targets for the year. She pointed out that the Acute portfolio outside the Royal Wolverhampton Trust (RWT) had worsened. The variance in Continuing Health Care costs is associated with increasing numbers in Terminal Phase as well as an increase in average

length of stay in Terminal Phase. There has also been a deterioration in the Quality, Innovation, Productivity and Prevention (QIPP) programme.

There has been deterioration in our Better Care Fund target. We have managed to find cover, however if this deteriorates we do not have contingency and may have to switch off something to accommodate. Ms Curran added that there has been a huge amount of work being carried out to bring our budgets back in line.

Ms Skidmore reported that within performance all of our indicators and trend information is now included within the report. RWT are having difficulty in achieving their Referral to Treatment and we are still monitoring this. A&E is further off target.

Dr M Kainth left

RESOLVED: That the above is noted.

Primary Care Joint Commissioning Committee

WCCG.1593 The report is to provide the governing Body with an update from the meeting of the Primary Care Joint Commissioning Committee on the 6 September 2016. Ms Roberts gave a brief overview of the document.

RESOLVED: That the above is noted.

Primary Care Strategy Committee

WCCG.1594 Mr Marshall presented the report. He pointed out that an extensive program of work has been defined to underpin the successful delivery of the Primary Care Strategy and comprises a series of task and finish groups. Ms Roberts referred to the structure chart which accompanied the report and asked if this will change following full delegation. Mr McKenzie stated there is scope to look at this as the strategy develops.

RESOLVED: That the above is noted.

Communication and Engagement update

WCCG.1595 Ms Roberts gave a brief outline of the report. She highlighted the key updates on page 2 of the report.

RESOLVED: That the above is noted.

Commissioning Intentions

WCCG.1596 Mr Marshall apologies for the late paper and gave an overview of the report. On the 30 September 2016 witnessed the requirement for the CCG to issue its Commissioning Intentions to providers. In September 2016 this was mandated on a two year contract cycle and include decommissioning Intentions for GP Primary Care as it is assumed the CCG will be fully delegated as of 1 April 2017. He confirmed that The Nuffield will be advised of our intentions.

RESOLVED: That the above is noted

Minutes of the Quality and Safety Committee

WCCG.1597 RESOLVED: That the minutes are noted

Minutes of the Commissioning Committee

WCCG.1598 RESOLVED: That the minutes are noted.

Minutes of the Finance and Performance Committee

WCCG.1599 RESOLVED: That the minutes are noted.

Minutes of the Primary Care Joint Commissioning Committee

WCCG.1600 RESOLVED: That the minutes are noted.

Minutes of the Primary Care Strategy Committee

WCCG.1601 RESOLVED: That the minutes are noted

Joint Negotiating and Consultation Committee

WCCG.1602 RESOLVED; That the report is noted.

Any Other Business

WCCG.1603 There were no matters.

RESOLVED: That the above is noted.

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

WCCG.1604 **Question** ~ Can the papers be posted to the public.

Answer ~ It would be very expensive to carry this out, however papers are available on the website and if you do not have access to a computer this could be carried out at a public library.

Date of Next Meeting

WCCG.1605 The Board noted that the next meeting was due to be held on **Tuesday 8 November 2016** to commence **at 1.00 pm** and be held at Wolverhampton Science Park, Stephenson Room.

The meeting closed at 3.15 pm

Chair.....

Date