

**WOLVERHAMPTON CLINICAL COMMISSIONING GROUP
COMMISSIONING COMMITTEE**

Minutes of the Commissioning Committee Meeting held on Thursday 30th March 2017 commencing at 1.00 pm in the Main CCG Meeting Room, Wolverhampton Science Park

MEMBERS ~

Clinical ~

Present

Dr J Morgans	Chair	Yes
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Patient Representatives ~

Malcolm Reynolds	Patient Representative	Yes
Cyril Randles	Patient Representative	No

Management ~

Steven Marshall	Director of Strategy & Transformation	Yes
Claire Skidmore	Chief Financial Officer	Yes
Manjeet Garcha	Executive Director Nursing & Quality	Yes
Juliet Grainger	Public Health Commissioning Manager	Yes
Paul Smith	Interim Head of Commissioning - WCC	No

In Attendance ~

Vic Middlemiss	Head of Contracting & Procurement	Yes
Sarah Fellows	Mental Health Commissioning Manager	Yes (Part)
Claire Morrissey	Solutions & Development Manager	Yes (Part)
Liz Hull	Administrative Officer	Yes

Apologies for absence ~

Apologies were submitted on behalf of Cyril Randles and Paul Smith.

Declarations of Interest

CCM567 None.

RESOLVED: That the above is noted.

Minutes

CCM568 The minutes of the last Committee, which took place on Thursday 23rd February 2017, were approved.

RESOLVED: That the above is noted.

Matters Arising

CCM569 None.

RESOLVED: That the above is noted.

Committee Action Points

CCM570 (CCM555) Heart Failure Service Specification – Mr Middlemiss confirmed that changes required are only minor and there is no need for the specification to be shared with Commissioning Committee again. The changes will be added to the contract as a variation. Action closed.

(CCM556) Lessons Learnt Working Session – Outstanding.

(CCM556) RWT Business Case – Ms Skidmore advised that a revised business case is expected imminently with regards to re-investing money withheld by the CCG. Action closed.

RESOLVED: That the above is noted.

Ms Morrissey and Ms Garcha joined the meeting.

Contract & Procurement Report

CCM571 Mr Middlemiss presented the Committee with an overview and update of key contractual issues in relation to Month 10 (January 2017) for activity and finance.

Royal Wolverhampton NHS Trust

A&E - The Trust's Month 11 (February 2017) A&E performance showed a 3% improvement from the previous month.

E-discharge - The Trust remains challenged on achieving dispatch of e-discharge summaries within 24 hours for both ward and assessment areas.

Cancer 62 days - The Trust remains challenged in this area and has advised that they will not achieve the 85% target for the whole of next year.

Finance and Activity Position - Overall, the contract is c£2.8m over plan.

Exception Reporting Proposal – The CCG’s intention is to request a monthly exception report for deviation against agreed contractual standards to ensure a consistent standardised approach with regards to discussing underperformance against contractual targets.

Performance Sanctions for Month 10 (January) - £95,950.

Business Cases for Fines/ MRET/ Readmissions – The Trust has confirmed that business cases will be completed.

Black Country Partnership Foundation Trust

Performance Sanctions – The Trust has agreed to the £5,000 sanction that will be applied following a drop in performance in relation to Safeguarding Adults Level 3 training.

SQPR - Delayed Transfers of Care remain an issue. However, there has been significant performance in this area with the Local Authority working with the CCG and DTOC is down to 10%.

CQUIN – BCPFT have requested a written partnership agreement with RWT to confirm the 2017-19 CQUIN that they have signed up to with regards to Mental Health patients presenting in A&E.

Data Quality Improvement Plan (DQIP) - BCPFT have confirmed that they are submitting all mandatory fields into the Mental Health Minimum Dataset and provided evidence of this.

Nuffield

Contract issues (Nuffield) – An issue exists with the activity reports being submitted and the data submitted via SUS. The two reports are not matching. A letter has been sent to request assurance that this will be rectified. The letter has been acknowledged and the CCG is awaiting a response.

Urgent Care Centre

Vocare Limited have been issued with a contract performance notice for a number of areas, including safeguarding, outstanding actions, timeliness of submission documents, accuracy of documents and Serious Incident issues. A remedial action plan has been requested.

As a result of the significant under plan activity, the CCG will be invoicing Vocare to claw back the financial difference for the 2016/17 year, before year end.

Vocare has been sanctioned for the month of January in relation to breaches for Duty of Candour and Serious Incident reporting. Vocare has contested the £10,000 sanction for Duty of Candour but the CCG's view is that this should stand.

Falls Service Specification

Following approval at the Committee in September 2016, the Committee was presented with an interim specification, by Ms Morrissey, to be varied into the Acute Contract for 2017/18 whilst the CCG develop a more responsive model and undertake a procurement exercise during 2017/18.

CSU Procurement Summary

Mr Middlemiss advised the Committee that an amended version will be tabled at the next meeting.

RESOLVED: The Committee noted the report and approved the interim falls service specification with the caveat that amendments would be made to the local defined outcomes.

Ms Morrissey left the meeting

Commissioning Committee Annual Report

CCM572 Ms Skidmore referred the Committee to the Commissioning Committee draft Annual Report for 2016/17.

RESOLVED: The Committee approved the draft Annual Report and recognised that more work is required in the area of joint work with the Local Authority and that there is a strong commitment to pursue that further in the New Year.

Resuming the Provision of Therapy Services in Step Down

CCM573 Mr Marshall presented a report on behalf of Ms Danks and asked the Committee to consider and approve the resumption of a therapy service in step down provision for the following reasons:

- A significant number of patients that utilise the step down bed based care, after an acute hospital admission, require a level of therapy assessment or intervention. Delays in accessing this in a timely manner have the potential to impact on the rehabilitation potential of a patient; particularly if they have been in a step down bed for a significant period of time.
- The number of patients waiting for therapy input, as a percentage of the total number of patients in step down, has markedly increased over recent months. This is the impact of the decision taken to remove the funding for 3 posts which previously supported this aspect of care

The Committee was provided with assurance that the service would be more responsive and that this would be managed through strict KPI's within the specification.

RESOLVED: Approval was given for the CCG to fund the dedicated therapy support which includes 2 WTE Band 6 Therapists and 1 WTE Band 4 Therapy Assistant.

Ms Fellows joined the meeting.

Review of Risks

CCM574 Ms Garcha informed the Committee that going forward review of risks will be a standing agenda item for all Committees. The Chair will be required to review the Risk Register for their Committee and all risks will be discussed, actions agreed and assurance provided to the Governance and Audit Committee that adequate scrutiny has been given.

RESOLUTION: The update was acknowledged by the Committee and it was agreed that Review of Risks would be the first item of discussion following the action log at future meetings.

Any Other Business

CCM575 None discussed.

Date, Time and Venue of Next Meeting

CCM576 Thursday 27th April 2017 at 1pm in the CCG Main Meeting Room

RESOLVED: That the above is noted.