

**WOLVERHAMPTON CLINICAL COMMISSIONING GROUP
COMMISSIONING COMMITTEE**

Minutes of the Commissioning Committee Meeting held on Thursday 26 November 2015
Commencing at 2 pm in the Main CCG Meeting Room, Wolverhampton Science Park

MEMBERS ~

Clinical ~		Present
Dr J Morgans (JM)	Chair	Yes
Dr K Ahmed (KA)	Wider Health Community/Practice Representative	No

Patient Representatives ~

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

Management ~

Steven Marshall (SM)	Director of Strategy & Transformation	Yes
Claire Skidmore (CS)	Chief Financial Officer	Yes
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 ~

John Ferguson (JF)	Interim Head of Contracting & Procurement	Yes
Sarah Fellows (SF)	Mental Health Commissioning Manager	Yes
Sarah Southall (SS)	Head of Quality & Risk	No
Diane North (DN)	Observer	Yes

Apologies for absence

Apologies were submitted on behalf of Juliet Grainger, Manjeet Garcha and Viv Griffin.

Declarations of Interest

CCM438 No declarations of interest were made.

RESOLVED: That the above is noted.

Minutes

CCM439 Minutes of Private Commissioning Committee held on Thursday 29 October 2015 were accepted as a true and accurate record.

RESOLVED: That the above is noted.

Matters Arising

CCM440 There were no matters arising.

RESOLVED: That the above is noted.

Committee Action Points

CCM441 (CCM431) End of Life Business Case: SM to follow up an outstanding action with Ranjit Khular in relation to identifying a regular reporting mechanism and strengthening numbers for the End of Life Business Case.

(CCM433) Specialised Services Collaborative Commissioning Oversight Group (SSCCOG): It was confirmed that the Familial Hypercholesterolaemia briefing paper was shared with Committee members.

(CCM436) List of Contracts: JF confirmed that a list of contracts had been circulated prior to the Committee meeting and hard copies will be sent to patient representatives.

RESOLVED: That the above is noted.

Contracting & Procurement Update

CCM442 Members of the Committee were provided with an update of key contractual issues in relation to Month 6 (September 2015) activity and finance performance.

- Contracting 2015/16
 - There has been a delay in the official sign off of the contract for Birmingham and Solihull Mental Health NHS Foundation Trust. This has been escalated within the organisation and a deadline for signoff provided.

- Royal Wolverhampton NHS Trust
 - Percentage of A&E attendances where the patient was admitted transferred or discharged within 4 hours – The Trust achieved 93% against a 95% target. A contract performance notice has now been issued and we are in the process of reviewing their plans to address this.
 - Cancer targets – The Trust achieved 75% against an 85% target for service users waiting no more than two months (62 days) from urgent GP referral to first definitive treatment for cancer. Areas of concern continue to be around urology and tertiary referrals. The Trust achieved 85% against a 90% target for service users waiting no more than 62 days from referral from an NHS screening service to first definitive treatment for all cancers. A contract performance notice has been issued to support the recovery of both targets.
 - Referral to treatment within 18 weeks – The Trust is achieving 92% against a target of 92%. However, at speciality level the Trust are failing to achieve in General Surgery, Trauma & Orthopaedics and Urology. The Trust has been asked to review their plans in relation to this.
 - E-Discharge Contract Performance Notice – An agreed remedial action plan remains in place and is being closely monitored following continued poor performance.
 - Performance/Sanctions – 2015/16 total sanctions levied to date is £451,640.
 - Activity and Finance: Acute – For Month 6 there is a variance against the plan with a current position of an over performance at £5.7m with Cannock equating to £5.39m Wolverhampton equating to a positive position of £0.21m.

- Black Country Partnership Foundation Trust
 - Action plans are in place for the following areas and these are being monitored through the Contract Quality Review meeting:
 - HONOS
 - Early Intervention Services
 - CPA

- 2015-16 Procurement Schedule
 - Procurement appears to be on target but there is a delay with Step Down/CHC Framework due to an initial lack of interest during ITT. A decision has been taken to progress through the any qualified provider route.
 - Interpreting Services procurement to be included in the schedule.

RESOLVED: The Committee noted the contents of the report.

Any Other Business

Commissioning Committee Annual report

CCM443 A query was raised with regard to the Commissioning Committee Annual Report and a copy will be shared with patient representatives.

RESOLVED: That the above is noted.

Commissioning Emergency Care Pathways

CCM444 It was reported that GP's have been sent a letter to advise that new A&E tariffs will apply to all admissions. Concerns were raised and clarification was requested.

RESOLVED: That the above is noted and SM to provide clarification.

Date, Time & Venue of Next Committee Meeting

CCM445 Thursday 28th January 2016 at 1pm in the CCG Main Meeting Room.