

**WOLVERHAMPTON CLINICAL COMMISSIONING
GROUP COMMISSIONING COMMITTEE**

Minutes of the Commissioning Committee Meeting held on Thursday 28th September 2017
commencing at 1.00 pm in the Main CCG Meeting Room, Wolverhampton Science Park

MEMBERS ~

Clinical ~

Present

Dr J Morgans	Chair	No
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Patient Representatives ~

Malcolm Reynolds	Patient Representative	Yes
Cyril Randles	Patient Representative	Yes

Management ~

Steven Marshall	Director of Strategy & Transformation	Yes
Tony Gallagher	Chief Finance Officer	Yes
Manjeet Garcha	Executive Director Nursing & Quality	No
Sarah Smith	Interim Head of Commissioning - WCC	Yes
Julie Grainger	Public Health Commissioning Manager – WCC	No

In Attendance ~

Liz Hull	Administrative Officer	Yes
Margaret Courts	Children's Commissioning Manager	Yes

Apologies for absence

Apologies were submitted on behalf of Dr Morgans, Manjeet Garcha, Juliet Grainger, Vic Middlemiss.

Steven Marshall chaired the meeting due to apologies from Dr Morgans, which meant the meeting was not quorate.

Declarations of Interest

CCM622 No declarations of interest were made.

RESOLVED: That the above is noted.

Minutes

CCM623 The minutes of the last Committee meeting, which took place on Thursday 24th August 2017 were reviewed and will be approved at the next Committee.

RESOLVED: That the above is noted.

Matters Arising

GP Representation

CCM624 Cyril Randles expressed concerns about GP representation and queried previous discussions about a second GP joining the Committee. Steven Marshall gave assurance that concerns have been fed back to the Governing Body and following changes to its membership, GPs will be assigned to Committees.

RESOLVED: That the above is noted and an action agreed for Steven Marshall to invite Jane Woolley, Project Management Office Lead, to the next meeting to present the process that takes place to scrutinise service redesign.

MSK Service

CCM625 A discussion took place about the Wolverhampton Health Network.

RESOLVED: That the above is noted and an action was agreed for Sarah Smith to check that MSK information is included on the Wolverhampton Health Network.

Committee Action Points

CCM626 (CCM589) Contracting and Procurement Update

- Action outstanding - Views of the functionality of the Community Services to be sought – an update will be included in the Contract and Procurement Report at the next meeting.

RESOLVED: That the above is noted and an action agreed for Steven Marshall to follow up with Vic Middlemiss and Sharon Sidhu.

(CCM592) Contracting and Procurement Report – Improvement Board (Vocare)

- Action outstanding – Improvement Board minutes to be circulated.

RESOLVED: That the above is noted and an action for Liz Hull to circulate with the minutes.

(CCM608) Contracting and Procurement

- Dermatology – Assurance regarding the financial implications for the CCG. Steven Marshall confirmed that reassurance has been provided that the CCG is not being charged twice. Action closed.

(CCM609) Primary Care In-Reach Team

- Consideration to be given to the naming and synchronisation of the Community In Reach Teams as a whole. To consider harmonisation strategy for these services. Steven Marshall confirmed that this action is closed.

(CCM617) GP's EMIS System Internal Coding System.

- Steven Marshall explained that a local harvest takes place on a monthly basis for all of the coding. In addition, a quarterly random audit is undertaken by the Contracting Team which involves checking patient files to confirm that procedures have taken place. Action closed.

(CCM619) Direct Access Diagnosis Spirometry Business Case

- Steven Marshall advised that we are waiting for the Trust to clarify cost implications.

RESOLVED: That the above is noted.

Review of Risks

CCM627 No report presented.

RESOLVED: That the above is noted.

Contract & Procurement Report

CCM628 Steven Marshall presented the Committee with an overview and update of key contractual issues in relation to Month 4 (July 2017) for activity and finance.

Royal Wolverhampton NHS Trust

Contract Performance

- Under performance in electives, readmissions and CDU activity.
- There was an over performance in A&E for Month 3.
- Non elective activity is the largest over performing POD.
- Commissioner performance:
 - The overall Acute activity position is under performing at Month 4. However, this level of performance is not expected to continue.
 - Stafford & Surrounds CCG is the largest under performers.
 - Cannock CCG is the largest over performers.

Performance Sanctions

- Confirmed financial sanctions for Month 3 amount to £23,000.

Activity Query Notice

RWT had raised an Activity Query Notice (AQN), in relation to a significant growth in Ophthalmology referrals from Telford and Shropshire CCG. This is being discussed amongst respective CCG's and RWT with Ophthalmology referrals remaining under close scrutiny and any inappropriate referrals are being rejected. In addition, Commissioners are keeping RWT apprised of any 'Fragile Services' and where additional support may be required.

Procedures of Limited Clinical Value (POLCV)

An audit has been carried out which identified that 8% of activity was incorrectly charged. As a result, the CCG intends to retain 8% of the POLCV budget and following a 6 month audit review, the funds will be released on the basis that there is compliance to the criteria being met. The CCG will be formalising this decision with the Trust.

Black Country Partnership Foundation Trust

Service Development Improvement Plan (SDIP) – Following sign off of the plan, a CVO will be progressed.

Data Quality Improvement Plan (DQIP) – The DQIP has been agreed and the Trust issued with a CVO.

LD Psychiatrists Letter of Concern – The Trust has informed the CCG that work through the Transforming Care Partnerships (PCP) programme will redesign the community and in-patient model, which should address the issues around the LD psychiatrists. The CCG has challenged this with the Trust.

CWC becoming Associates to WCCG Contract

The CV is still outstanding.

Other contracts/Significant Contract Issues

WMAS- Non-Emergency Patient Transport (NEPT)

Performance of the NEPT service in Wolverhampton and Dudley is currently below the required standard. As a result, a Contract Performance Notice has been served. WMAS has proposed a Remedial Action Plan which has been agreed, subject to additional information for the Risks section.

An Information Breach Notice has been issued following the lack of response in relation to four reported incidents, two of which are potential Serious Incidents. The CCG has also written to WMAS about the standard of quality reporting since March 2017.

Urgent Care Centre

Operational and performance concerns continue. Two contractual Performance Notices have been raised with the Provider. An Information Breach Notice has also been served following failure to submit Quality Accounts.

Probert Court Nursing Home

The suspension to new admissions has been lifted. There are 12 step down beds and 2 step up beds.

Primary Medical Services Contracts

Penn Manor Medical Centre – The CCG has been informed that the Medical Centre wish to sub contract all clinical services to Royal Wolverhampton Trust as from 1st October 2017, under the vertical integration scheme. Approval was given by the Primary Care Joint Commissioning Committee on 5th September 2017.

Three Practice Merger – The Primary Care Joint Commissioning Committee gave approval, on 5th September 2017, for the following three practices to merge and become one GMS contract: All Saints and Rosevillas Medical Practice; Grove Medical Centre, Caerleon Surgery.

Primary Care In-Reach Team – (PITs) – Expressions of Interest have been sent out to all practice with regards to delivering the PITs (phase 3) to a number of Care Homes within Wolverhampton. This will increase the coverage of the scheme across an additional cohort of homes.

Other Associate Contracts

Birmingham Women's and Children's Hospital – Contract still not signed by Commissioner and Provider.

Birmingham Hospitals – Heart of England NHS Foundation Trust has received agreement to merge with the University Hospitals Birmingham NHS Foundation Trust.

WMAS Emergency & Urgent Ambulance Service – There is general over performance on the contract, which Sandwell and West Birmingham CCG are reviewing.

RESOLVED: That the above is noted.

CAMHS Transformation Refresh 2017 - 2020

CCM629 Margaret Courts presented the Committee with the first draft of the CAMHS Transformation Plan refresh. The Committee supported the draft so far, subject to completion of the annotated sections. Due to the meeting not being quorate, it was decided that a Chair's Action would be taken if required.

RESOLVED: That the above is noted and an action was agreed for Margaret Courts to present the final version of the report once it has been completed.

Any Other Business

CCM630 There were no items raised.

Date, Time and Venue of Next Meeting

CCM631 Thursday 23rd November 2017 at 1pm in the CCG Main Meeting Room