

WOLVERHAMPTON CLINICAL COMMISSIONING GROUP GOVERNING BODY

Minutes of the Governing Body Meeting held on Tuesday 8 November 2016
Commencing at 1.00 pm at Wolverhampton Science Park, Stephenson Room

VOTING MEMBERS ~

Clinical ~		Present
Dr D De Rosa	Board Member	Yes
Dr D Bush	Board Member	Yes
Dr M Kainth	Board Member	Yes
Dr J Morgans	Board Member	No
Dr R Rajcholan	Board Member	No
Management ~		
Ms T Curran	Interim Chief Officer	Yes
Ms M Garcha	Executive Lead for Nursing and Quality	Yes
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	Yes
Mr P Price	Lay Member	Yes
Ms P Roberts ~ Chair	Lay Member	Yes
Ms H Ryan	Lay Member	Yes

In Attendance ~

Ms K Garbutt	Administrative Officer
Mr M Hastings	Associate Director of Operations
Ms J Herbert	Equality and Inclusion Business Partner
Mr R Jervis	Public Health Director
Mr P McKenzie	Corporate Operations Manager
Dr S Reehana	Interim South East Locality Chair
Ms J Watson	Price Waterhouse Cooper (Observer)

Apologies for absence

Apologies were received from Dr R Rajcholan, Dr J Morgans and Mr D Watts.

Declarations of Interest

WCCG.1614 Dr D DeRosa reported no declarations of interest.

RESOLVED: That the above is noted

Minutes

WCCG.1615 RESOLVED:

That the minutes of the Wolverhampton Clinical Commissioning Group Governing Body meeting held on the 11 October 2016 be approved as a correct record. However the following item was noted ~

Minute 1582 Declarations of Interest

Mr P McKenzie pointed out that there was no conflict of interest for Ms Pat Roberts regarding the End of Life Strategy.

Committee Action Points

WCCG.1616 RESOLVED: That the progress report against actions requested at previous Board meetings be noted with the following updates ~

Minute 1553 Emergency Preparedness, Resilience and Response (EPRR)

Mr M Hastings confirmed a progress report will be submitted to the Governing Body in December and a full report in February 2017.

Minute 1558 Constitution Variation

Mr P McKenzie confirmed the relevant document containing all track changes has been submitted to the Members Meeting and will be forwarded to all Governing Body Members.

Matters arising from the Minutes

WCCG.1617 There were no matters arising from the minutes.

RESOLVED: That the above is noted

Chief Officer update

WCCG.1618 Ms T Curran introduced the Chief Officer report. She pointed out 2.3 Demand Management. The Performance Team is working with the local NHS England team to develop a Demand Management Plan for referrals. There is national focus on how Clinical Commissioning Groups (CCGs) are placed to manage demand, looking at alternatives to first outpatient appointments in acute settings. Ms Curran highlighted the appendices relating to Commissioning Intentions. The documents provide an updated list of the final commissioning intentions that were published and shared with all providers on the 1 October 2016.

Ms H Ryan arrived

Ms Curran pointed out that we are currently awaiting feedback from NHS England regarding the draft Black Country Sustainability and Transformation Plan. This is planned to be published on the 21 November 2016 and there is a public engagement event planned for the 6 December 2016, this will be the first of several public events.

She added that the NHS 111 service has gone live today and confirmed an hour ago this was functioning very well; there is a 48 hour operationalisation window after which the full service will commence on the 10 November 2016.

RESOLVED: That the above is noted.

Action plan on the CCG Board Assurance Framework following the Governing Body Development session on 27 September 2016

WCCG.1619 Ms M Garcha presented agenda item 7. She highlighted the actions agreed and plan for progression. An away time to refresh the key risks will be taking place on the 22 November 2016 facilitated by Joanna Watson, who is present at today's meeting as an observer. A full action plan will be brought back to the Governing Body in January 2017.

Mr J Oatridge raised concern that the whole process seems very inward and there is no external input. The final report could include some analysis what other organisations carry out to include the private and public sectors. Ms Roberts added that a regular risk register could also be included. Ms Curran added that examples could be sourced from the internet for the Board Development Session scheduled to take place on the 22 November 2016.

Dr S Reehana arrived

RESOLVED: That an update on progress on the action plan is submitted to the Governing Body in December 2016.

That the Governing Body receive a copy of the Price Waterhouse Cooper Risk Management Review Report in January 2017.

Outcome on Pond Lane Consultation

WCCG.1620 Mr S Marshall presented the report. The Governing Body is asked to approve the proposal relating to the learning disability inpatient provision based at Pond Lane (3 beds) to alternative sites across the Black Country, in Dudley, Sandwell and Walsall. He gave a brief overview of the public consultation document. He pointed out there were relatively few responses which seem to suggest there is no public view to support Pond Lane and relocate the beds. Pond Lane is still currently open, however, none of the beds are being used at present. The only component closing is the beds the site will not be closed and will be continued to use as a clinic.

Mr Marshall confirmed a full consultation had taken place. Ms Curran reminded colleagues of the finding from the Winterbourne View report and that the main focus was to ensure in the main that people were cared for outside of institutions. Ms Skidmore reported that transport could be an issue for some families; every patient has an individual care plan. Ms R Jervis indicated that public sectors have to carry out numerous consultations and sharing the learning process with the CCG would be useful.

RESOLVED: That the Governing Body agreed to relocation of three inpatient beds from Pond Lane to other sites across the Black Country, namely Orchard Hills, Penrose and Daisy Bank.

Equality Delivery System2 (EDS2)

WCCG.1621 Ms J Herbert referred to the report and apologised for the embedded documents. She highlighted the background and current situation and gave a brief overview. Ms Garcha commented in order to aid publication key members of staff have been identified and the first meeting is due to take place on 15 November 2016. Ms Curran requested that the Governing Body ask the executive team to take this forward. We need to look at the timescales and the issues need to be discussed before a decision can be made. Dr De Rosa requested that an update is given at the Governing Body in December 2016.

RESOLVED: That an update is given at the Governing Body in December 2016.

Ms J Herbert left

Primary Care Full Delegation

WCCG.1622 Mr McKenzie gave an overview of the report which is to ask that the Governing Body note the steps that will be required for the CCG to make an application for full delegation of Primary Medical Services in line with the intention set out in the Primary Care Strategy.

RESOLVED: That the Governing Body approves Wolverhampton Clinical Commissioning Groups application for full delegation responsibilities for the commissioning of primary medical services.

Commissioning Committee

WCCG.1623 Mr Marshall presented the report and highlighted that the appropriate funding will be inserted on the Children and Young People's Mental Health and Wellbeing Local Transformation Plan and this will be disseminated to the Governing Body. Ms Curran stated that this is an excellent document and thanked all staff who had carried out work on this document.

Ms Jervis pointed out that the whole system relating to looking at children's services to achieve positive outcomes and wellbeing for children in Wolverhampton requires attention. Ms Roberts added that this could be taken to the Citizens Forum in order to spread information as far as we can.

RESOLVED: That the Children and Young People's Mental Health and Wellbeing Local Transformation Plan includes the funding to be disseminated to the Governing Body.

Quality and Safety Committee

WCCG.1624 Ms Garcha presented the report and highlighted the key issues of concern within the report. She pointed out a Never Event has been reported by the Royal Wolverhampton Trust (RWT), this involves the injection of Lucentis into the wrong eye. This is the fourth Lucentis related Never Event in the last 3 years. The CCG has written to the Medical Director at RWT, a quality visit scheduled for January 2017 has been brought forward to 14 November 2016. A discussion took place regarding the number of Never Events and what we can do to prevent these. Ms Garcha will raise this with this Quality Surveillance Team as a serious issue of concern.

Ms Garcha stated that the Quality and Safety Committee meeting took place today. From this meeting an urgent care visit took place this month and this will be finalised and forwarded to RWT. Ms Jervis pointed out that there are a few teething problems at present regarding the Child Health Information System. She added that NHS England and the provider to meet with local Public Health and the CCG to discuss some of the critical issues regarding health improvement for infants and children in the city. Ms Curran pointed out that some children are missing appointments. She requested that an update is included within the Quality and Safety report. Ms Curran raised if a letter had been received relating to the Care Quality Commission (CQC) inspection around safeguarding. Ms Garcha stated this had not been received and they are being called each week regarding this.

RESOLVED: That the above is noted.

Finance and Performance Committee

WCCG.1625

Ms Skidmore tabled the Finance and Performance Committee report as there was an omission from the previous report and apologised. There are no performance material changes and the themes remain the same for A&E, cancer targets and Referral to Treatment (RTT).

Ms Skidmore added that the CCG are working very closely in connection with the RTT figures by supporting the trust to find an alternative provider if they so wish and working with practices for patients to seek an alternative route.

The financial changes to national requirements for 2016/17 are very similar and we are still on target to meet the reported position. We still face the same challenges in overspend on the Better Care Fund. There has been a slight improvement in the Quality, Innovation, Productivity and Prevention (QIPP) programme performance as at Month 6. We are still forecasting 88% of our QIPP target at month 6. Some early draft figures for 2017/18 were presented at the Finance and Performance Committee. The risks and issues were discussed and decisions to be made in the coming months. This will also be raised at the Governing Body in December.

Ms Curran stated that she had spoken to Mr David Loughton, Chief Executive at RWT, and agreed we will not go to arbitration regarding contracts.

RESOLVED: That the above is noted.

Primary Care Joint Commissioning Committee

WCCG.1626 Ms Roberts presented the report which provides the Governing Body with an update from the meeting of the Primary Care Joint Commissioning Committee on the 4 October 2016. Ms Skidmore pointed out for clarity that the interpreting procurement review of bidders is currently in progress and the new contract is subject to the Governing Body's approval at the private Governing Body meeting scheduled to take place today.

RESOLVED: That the above is noted.

Primary Care Strategy Committee

WCCG.1627 Mr Marshall gave an overview of the report which is to provide assurance on progress made towards implementation of the CCGs Primary Care Strategy. He highlighted the New Models of Care. This is a constant decision and practices will make their own decisions. The CCG are open minded and look forward to the appropriate outcomes. Mr Marshall added allowing for natural collaboration and migration through discussion and engagement. Dr De Rosa stated that we will have to amend the Governing Body constitution to reflect this.

Mr P Price asked if practices are sharing back office activities. Mr Marshall confirmed that practices are being supported in some activities.

RESOLVED: That the above is noted.

Communication and Engagement update

WCCG.1628 Ms Roberts presented the Communications and Engagement update. She highlighted the Stay Well this Winter campaign, jointly led by NHS England and Public Health Education, has formally launched throughout England with a national TV, radio, print and online advertising campaign.

Ms H Ryan stated that the IP Telephone, improving the patient experience with improved phone systems, was demonstrated at the Practice Managers Forum. Ms Roberts highlighted that it has been decided to have more interactive public engagement in 2017 by having a bus going around the city. The Patient Participation Group (PPG) meetings will now take place bi-monthly.

Dr Reehana left

RESOLVED: That the above is noted.

Minutes of the Quality and Safety Committee

WCCG.1629 RESOLVED: That the minutes are noted

Minutes of the Commissioning Committee

WCCG.1630 RESOLVED: That the minutes are noted.

Minutes of the Finance and Performance Committee

WCCG.1631 RESOLVED: That the minutes are noted.

Minutes of the Primary Care Joint Commissioning Committee

WCCG.1632 RESOLVED: That the minutes are noted.

Minutes of the Primary Care Strategy Committee

WCCG.1633 RESOLVED: That the minutes are noted

Any Other Business

WCCG.1634 There were no matters.

RESOLVED: That the above is noted.

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

WCCG.1635 **Question**

Date of Next Meeting

WCCG.1636 The Board noted that the next meeting was due to be held on **Tuesday 13 December 2016** to commence **at 1.00 pm** and be held at Wolverhampton Science Park, Stephenson Room.

The meeting closed at 3.10 pm

Chair.....

Date