

SLOUGH CLINICAL COMMISSIONING GROUP

Part One Minutes of the Slough Clinical Commissioning Group Governing Body Meeting in Public held Tuesday 5th January 2016 12.00pm – 15.30 pm at The Slough Centre Conference Venue, Farnham Road, Slough SL1 4UT.

Present:

Dr Asif Ali	GP Board Member
Dr Ajaz Nabi	GP Board Member
Dr Sivakumary Sithirapathy	GP Board Member
Nigel Foster	Chief Finance Officer
Sarah Bellars	Director of Nursing
Mike Connolly	Lay Member for PRG
Sue Bowden	Local Nurse
Sangeeta Saran	Head of Operations
Paul Sly	Interim Accountable Officer (chair)

In attendance

Ally Green	Associate Director of Communications & Engagement
Tianne Thompson	Interim Head of Corporate Affairs

1.	Introduction	
	Paul Sly chaired the meeting in Dr Jim O'Donnell's absence	
1.1	Apologies were noted: Dr Jim O'Donnell, Nasreen Bhatti, Jane Wood, Alan Sinclair	
1.2		
	Members were reminded to declare conflicts of interest in relation to today's agenda. There were no conflicts of interest declared.	
1.3	The Minutes of the meeting held on 6 th October 2015. The Governing Body accepted the minutes of the last Governing Body Meeting held in public as an accurate record.	
1.4	Matters Arising	
	There were no matters arising	
2.	Pre notified questions from the public	
	No questions have been received.	
5.	Quality	
5.1	<p>Sarah Bellars presented the highlights from the Joint Quality Committee Chairs & Performance Report including the scorecard and the East Berkshire Providers Quality Report</p> <ul style="list-style-type: none"> • Wexham Park Hospital continues to improve from a quality and performance perspective. • Stroke performance continues to be an issue of concern. Some interim support has been given to help the trust maintain the service whilst we are looking at how we can commission the service differently. Significant progress has been made and we are in the process of implementing a new model of care. • A never event was reported in November and this has been investigated. • SCAS have been under serious pressure this is due to being unable to recruit staff and retain staff which has impacted on delivery. This is a Thames Valley wide contract and West Berkshire CCGs lead on this. A number of meetings have been held in trying to identify what SCAS are going to do to improve their performance. 	

	<p><u>East Berkshire Providers Quality Report August-September 2015</u></p> <ul style="list-style-type: none"> • The report is issued every 2 months and aims to provide an overview of the quality and safety of health services commissioned by the 3 CCGs in East Berkshire. • An area of concern was with timely assessments for Looked after Children. We have been working with the Community provider and Local Authorities and uptake has improved. • Concern for Falls assessments within 24 hours of admission for all older adult mental health patients. Working with the Trust to make this consistent with the Falls assessments undertaken in the general older adult patient's wards. • The CCG is working with the Trust to secure a sufficient supply of the BCG (TB) vaccine for babies. Babies that have been waiting longest will be vaccinated first and new babies will be vaccinated as they come through. <p>The Governing Body noted the reports.</p>	
5.2	<p><u>Slough Safeguarding Adults Annual Report 2014/15</u></p> <p>Sarah Bellars presented the report. From April 2015 following the introduction of the Care Act, Adult Safeguarding was put on the same statutory footing as Children's Safeguarding. The 3 key partners are the Local Authorities, the Police and the 3 CCGs.</p> <p>During 2014/15 time was spent preparing for the changes that were coming into force with the Care Act and worked together as key organisations identifying risk and how we would work together to improve our safeguarding arrangements for adults. This is a new area of safeguarding and we have been working through the Partnership Forum to make safeguarding for adults as important as safeguarding for children.</p> <p>The Governing Body noted the report. Sarah Bellars left the meeting.</p>	
3.	Chief Officers Report	
	<p>Paul Sly gave an overview of the highlights from the Chief Officers Report.</p> <ul style="list-style-type: none"> • The Local Transformation Plan for improving Children & Adolescent Mental Health Services (CAMHS) has been fully assured by NHS England and funding will be released to implement the plan. The Governing Body ratified the Chairs action in this area. • Included within the funding was £221k received for children's eating disorders to improve the access and waiting time standards, with the key target being that children and young people referred for treatment will receive treatment within 1 week for urgent and 4 weeks for routine cases. • Sarah Bellars is the Executive Lead for Equality & Diversity and an Equality & Diversity Steering group has been established. A work plan will be developed by the end of the financial year and presented to the next Governing Body meeting • Systems Resilience Plan – There has been strong performance at Wexham Park Hospital A&E this winter to date. In November and December there have only been 2 days that that we have not hit the 4 hours target. January is a most critical time for activity at the hospital and the local health services are under pressure and the focus of the winter plans is to ensure patients are safely discharged. • The success of Slough's Primary Care extended access and reduction in non-elective admissions has been recognised in the local media. Paul Sly mentioned that it is good to see Slough as a leading light in these areas. • Slough has been selected for a national pilot on placing clinical pharmacists within GP practices to ensure patients get the best use of their medication. • Primary Care Joint Commissioning – The Personal Medical Services (PMS) review process continues to be challenging and we are working closely with NHS England who have the key responsibility for Primary Care Commissioning. We are looking as 3 CCGs to try and align our Primary Care Strategies and Co-commissioning arrangements. This will be discussed at the next Co-commissioning Committee meeting. 	

	The Governing Body noted the report	
4.	Chairs Report	
	<p>In Dr Jim O'Donnell's absence Paul Sly gave a verbal report.</p> <ul style="list-style-type: none"> We have continued to see a marked improvement in the quality of local services since the acquisition of Wexham Park by Frimley Health. However, we also need to ensure that the local NHS also has a sustainable financial footing. A key aim of the CCG is making sure that patients and carers are at the heart of our decision-making. We are determined to involve carers, the public, patients and partners in every project and strategy. John Lisle has been appointed to the substantive post of Accountable Officer for the CCG and will be taking up the role in May. Paul Sly will continue in this role as an interim and will plan for a handover so there is a smooth transition. Building on the strong foundation of primary care and its sustainability will be a key feature in the strategic plan going forward. The CCG was recently recognised with the Clinical Chair attending a meeting with the prime minister to share the experience of delivering the prime ministers challenge fund locally. The priorities for Slough remain around Cardiovascular disease, Cancer, End of Life Care and Diabetes affecting children as well as adults. We need to refocus on these in 2016 going forward. Andrew Ridley Regional Director South NHS England and Rachel Pearce the Local Director came to visit Slough on 26th October to hear about our various initiatives. A letter was received from Andrew Ridley saying how they enjoyed their visit and understanding of what Slough is doing. <p>The Governing Body noted the report</p>	
6.	Finance and Corporate Governance	
6.1	<p><u>Finance Report Month 8</u></p> <p>Nigel Foster presented the Month 8 Report.</p> <p>We have a funding allocation for 2015/16 of £173m and are planning to spend £171m which gives a small surplus of £2m (1%) which will be carried forward to the next financial year. A number of pressures continue to impact relating to the Mental Health placements budget, independent sector acute and the CCG's main acute provider and prescribing. Forecasts have reduced in the Individual Funding Requests, Free Nursing Care and Continuing Healthcare expenditure areas.</p> <p>In terms of the current years expenditure Nigel Foster highlighted to the Governing Body the invoices for NHS Property Services Ltd. This has been reported monthly to the CCG in terms of the discussions with NHS Property services and NHS England. These invoices now need to be settled and a separate briefing paper has been prepared to go to the Operational Leadership Team.</p> <p>NHS England are preparing to announce the funding allocations for the NHS for 2016/17 and covering the period through to 2020. Additional funding is being made available to commissioning specialist services and primary care and there is an expectation that CCG funding will also increase and the CCG spend will go up by 3.4%. We have not yet had confirmation of how much this will be for each CCG when this is received will send this out to the Governing Body members.</p> <p>NHS England will set aside a transformation fund which will be the main mechanism for CCGs and other parts of the NHS to access one off pump primary money to support change. For 2016/17 most of this will need to be used to address deficits in the provider sector therefore it will be available for investment through CCGs from 2017/18 onwards.</p> <p>The Governing Body noted the report</p>	

6.2	<p><u>Assurance Framework</u></p> <p>Tianne Thompson presented the Assurance Framework. The main risk to note is around achieving our QIPP savings and service transformation plans. The Governing Body was asked to review the risks, controls, assurance and any gaps and actions.</p> <p>The Governing Body noted the Assurance framework</p>	
6.3	<p><u>Prime Financial Policies</u></p> <p>The Prime Financial Policies were brought to the Governing Body for ratification. These policies outline the key financial rules which should be followed in terms of how we manage the organisations financial affairs and the levels of authority which are given to a variety of officers or groups to authorise contracts and expenditure.</p> <p>Once a year a review is undertaken at the Audit Committee and our prime financial policies are reviewed in detail. As part of our Constitution this needs to come back to the Governing Body for ratification. Nigel Foster asked the Governing Body to ratify the Prime Financial Policies.</p> <p>The Governing Body agreed to ratify the Prime Financial Policies.</p>	
7.	Strategy	
7.1	<p><u>5 Year Strategy Refresh</u></p> <p>Paul Sly informed the Governing Body that we have a requirement to produce a 5 year Sustainability and Transformation Plan. The work commenced this week and a detailed timetable and action plan will be produced. The aim will be for the strategy to be completed by May/June 2016.</p> <p>The first key decision is to decide what is the footprint that we are going to plan on and this decision needs to be taken by the end of January and be approved by NHS England. It is proposed that this would be on a Frimley Health system footprint as they are our key acute provider.</p> <p>The strategy includes the vision statement ‘thinking locally, working together’ which is consistent with the approach the CCG has been taking. It is important that we have got strong robust general practice as the foundation to build all of our other services from. Change can only be achieved through a sustained and shared commitment from leaders, commissioners, staff, patients and the public.</p> <p>The revised strategy reinforces the importance of patient and clinical engagement and identifies 5 themes:</p> <ul style="list-style-type: none"> • Self-management and prevention • Primary Care • Person Centred co-ordinated care • Elective Care • Urgent Care <p>The GB approved the strategy refresh</p>	
7.2	<p><u>New Vision of Care</u></p> <p>A short film was shown at the meeting and this will soon be available on the CGG website. Eve Baker gave a presentation.</p> <p>The programme was set up in February 2015 and the Steering Group has been meeting fortnightly. The objectives of the programme are:</p> <ul style="list-style-type: none"> • Better health for individuals with complex needs • Better care for individuals 	

	<ul style="list-style-type: none"> Better value and financial sustainability <p>We have an agreed model of care which will deliver the improvements we all want to see. Some elements of the model are already being delivered through the Better Care Fund. Others will take some time as we work with partner organisations to change the way we work.</p> <p>A question was raised from a member of the public asking for a timescale. Eve Baker replied that to be realistic it will take 3 to 5 years to be fully implemented.</p> <p>Paul Sly asked for agreement from the Governing Body on the New Vision of Care so far and agreement was given.</p>	
8.	Committee Minutes	
8.1	<u>The Quality Committee Minutes</u> The Governing Body noted the Minutes	
8.2	<u>Strategy & Planning Committee Minutes</u> The Governing Body noted the Minutes	
8.3	<u>The Joint Federated Audit Committee</u> The Governing Body noted the Minutes	
9.	Communications & Engagement Strategy	
	Ally Green gave an update for the month: The next Community Partnership Forum is being held on 21 January details are available on the CCG website. Andrew Morris Chief Executive of Frimley Health will be attending this meeting to talk about what things they have delivered in a year since the acquisition of Wexham Park and Heatherwood Hospital. Recent meetings of the Community Partnership Forum in Slough have discussed child and adolescent mental health services, Flu, Share Your Care and Care data. The communications and engagement strategy is being reviewed and views are being sought from stakeholders and patients representatives. The next step is a consultation on HealthConnect. The link will be sent out and any feedback would be appreciated. The strategy will be brought to the March Governing Body meeting for final feedback, with sign off at the June GB in Public. The Winter Campaign has been ongoing and a mail-out to every household in Slough with information supporting a number of initiatives will be distributed in January. The Governing Body noted the report.	
10.	Any Other Business	
	There was no any other business	
	Open Forum	
	<i>Christine Reid member of the PPG for Farnham Road Practice mentioned that she attended the Cumberland Lodge meeting and this meeting inspired Farnham Road PPG . Hoping to get the speaker Graeme Johnstone to one of Sloughs meetings to inspire more people. There has got to be more co-operation between patients and GPs.</i>	
	The meeting closed at 3.30pm	