

**CUMBRIA CLINICAL COMMISSIONING GROUP**  
**MINUTES OF THE GOVERNING BODY MEETING**  
 19 December 2013, 14:00  
 Penrith Rugby Club, Winters Park, Penrith

<b>Present:</b>	Ruth Gildert Les Hanley Geoff Jolliffe Hugh Reeve David Rogers Jon Rush Charles Welbourn Anthony Woodyer	Nurse Member (RG) Lay Member (Health Improvement) LH) Locality Lead GP for the South of the County (GJ) Clinical Chair ( <b>Chair</b> ) (HR) Deputy Clinical Chair (DR) Lay Member (Patient Engagement) (JR) Chief Finance Officer (CW) Consultant Member (AW)
<b>In Attendance:</b>	Mark McAdam Karen Morley-Chesworth Peter Rooney Brenda Thomas	Communications Manger (MM) Communications Officer (KMC) Director of Planning and Performance (PR) Governing Body Support Officer (BT)
<b>Observers:</b>	Sue Stevenson	Health Watch Cumbria Observer (SS)

**GB 79/13 Welcome and Apologies**

Action

The Chair welcomed everyone to the meeting and was pleased to advise that a Healthwatch Observer had now been appointed to attend Governing Body meetings. Apologies were received from Nigel Maguire, Chief Officer and Peter Scott, Lay Member for Finance and Governance.

**GB 80/13 Declarations of Interest**

There were no declarations of interest.

**GB 81/13 Minutes of the Meeting Held on 17 October 2013**

**RESOLVED:** The minutes of the above meeting were agreed as an accurate record subject to the inclusion of the following:

Item GB 64/13 - Minutes of the Governing Body Meeting held on 15 August 2014 – JR advised that a report regarding Public Engagement in the Localities had been deferred and was still awaited by the Committee.

**GB 82/13 Questions from members of the public present**

Questions and answers from Members of the Public are contained in Appendix 1.

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GB 83/13 **Chair and Chief Officer's update report**

The Chair presented the report.

**Resolved:** The report be noted.

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GB 84/13 **Clinical Commissioning Policies and Individual Funding Request**

GJ reminded the Committee that at its meeting on 17 October 2013 it had partially approved the Clinical Commissioning Policies and Independent Funding Requests. However, approval of several policies (as specified in the minutes of the above meeting) was deferred pending detailed analysis of the impact to Cumbria if adopted. GJ confirmed that the Cumbria Executive had, at its meeting on 19 December 2014, been informed of the implications of the proposed changes and recommended to the Governing Body that the deferred policies be approved.

Members noted the additional potential funding risk (£210,000k) if the National Institute for Health and Care Excellence (NICE) for In Vitro Fertilisation (IVF) is adopted.

Proposed by Les Hanley and seconded by Jon Rush

**Resolved:** The adoption of the revised suite of commissioning policies be approved

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GB 85/13 **West Cumbria High Risk Surgery Consultation**

The Chair advised that this item would be deferred to the following meeting.

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GB 86/13 **Health & Safety Strategy**

CW presented the report advising that North East Commissioning Services (NECS) had drafted a generic policy which was being recommended for adoption by the CCG. It was acknowledged that there were still some minor amendments required to the document to reflect the CCG's constitutional arrangements.

In response to a question from JR CW confirmed that the General Manager would be the responsible officer working with NECS ensuring the strategy was regularly reviewed. The Director Group would be responsible for ensuring compliance across the organisation with assurance reports to be presented to the Audit Committee at regular intervals.

JR requested that a section on the Wellbeing of Staff be included in the strategy and that the document be renamed the Health, Safety and Wellbeing Strategy.

Proposed by Geoff Jolliffe and seconded by David Rogers

**Resolved:**

1. The Health & Safety strategy be approved subject to the inclusion of
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a Staff Wellbeing section and the strategy being renamed as detailed above

2. The Audit Committee be given delegated authority to consider and approve the Wellbeing section of the strategy at its February 2014 meeting

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**GB 87/13 Cumbria Health and Care Alliance: Developing Two and Five Year Plans**

Peter Rooney presented the report highlighting the following key areas contained in the plans:

1. Fully engaged system for developing the plans
2. Referral to the wider primary care system, including Closer to Home Strategy and Primary Health Care Communities
3. Increased integrated working across the Health and Social Care systems
4. High Quality Urgent Care
5. Elective Care

He also advised that due to the scale of the challenges faced in Cumbria it had resulted in the acceleration of how the whole health and social care system worked together to:

- a) determine what needs to be done within the next two years to address the challenges currently faced within Cumbria
- b) decide how service provision could be improved across the whole health and social care system to provide high quality cost effective services over the next five years

PR stated the deadlines for plan submissions as detailed in the report. It was acknowledged that the timescales were tight with a vast amount of work to be covered to finalise the plans. Whilst it was acknowledged that the deadlines were out of the CCG's control concern was raised regarding how proactive public engagement regarding the development of these documents could be achieved.

Concerns were also raised regarding the capacity within the CCG and across the whole health and social care system to meet the specified deadline. Further concerns were raised regarding the significant culture change that would be required across the whole system to deliver meaningful changes to the way we provide high quality, effective health and social care over the next five years. Reassurance was given as to the capacity to deliver the plans by specified deadlines and the Chair confirmed that the Cumbria Health and Care Alliance (CHaCA) was committed to working together to implement the necessary change for the benefit of services in Cumbria.

It was reiterated that it was vital that the communication/consultation regarding these plans should be clear and concise so that the public fully understand the implications for provision of care across the whole system in

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Cumbria.

Proposed by Jon Rush and seconded by Les Hanley

**Resolved:**

1. The broad approach described in the report be approved for developing the two and five year plans
  2. The Governing Body consider the draft two year plan at its February meeting
  3. The commissioning intentions for each of the three local NHS Trusts to be used as the broad framework for the contract negotiations for 2014/15 be approved
  4. The Interim Finance Committee be given delegated authority to provide more detailed support and oversight to both the development of the plans and the contract agreement for 2014/15
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**GB 88/13 NHS Cumbria CCG Governance**

**10.1 Governance Review**

PR presented the report and detailed how the attached action plan had been devised to respond to the recommendations contained in the report.

Proposed by Geoff Jolliffe and seconded by Ruth Gildert

**Resolved:** The Governance Review action plan be approved

**10.2 Working Arrangements**

PR presented the report. The Chair advised that the Cumbria Executive had been presented with the report at its meeting on 19 December 2013 and welcomed the clarity provided within the document.

Proposed by Ruth Gildert and seconded by David Rogers

**Resolved:** The working arrangements as set out in the document attached to the report be approved

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**GB 89/13 Quality Report**

DR presented the report advising that it had now been amended to ensure that it provided feedback on actions taken to concerns contained in previous reports.

Members commended the amendments to the report advising that they found the logging system particularly helpful. It was also suggested that the report regularly provides Dr Foster updates.

**Resolved:** The report be noted

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GB 90/13 **Chief Finance Officer's Report**

CW presented the report advising that notification had been received within the last week from NHS England about changes regarding assets and transitional arrangements. The implications regarding this were currently being worked through and would be reported back in due course.

**Resolved:** The financial position as reported at November 2013 be noted

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GB 91/13 **Performance Report**

PR presented the report advising that there had been no substantial change in performance with some areas still underperforming.

In response to a question from JR PR advised that he would check the statistics contained at the top of page 6 headed 'Reducing potential years of lives lost through mortality' and advise Committee members accordingly.

RG sought clarification on what action was being taken in response to North Cumbria University Hospitals NHS Trust (NCUHT) not having met its targets. PR advised that the NCUHT had an action plan in place and assurance had been submitted to the CCG that every effort was being made to achieve the required targets.

SS suggested that in areas where there was 'consistent challenges', Healthwatch may be able to undertake a short piece of work to establish what the patient experience has been. It was suggest that SS, JR and DR meet outside of this committee to discuss and progress.

**Resolved:** The report be noted

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GB 92/13 **Audit Committee**

CW presented the report. In response to the approval of the Health, Safety and Wellbeing strategy in minute number GB 86/13 above, the inclusion of the review of the said strategy be include in the Audit Committee Business Plan.

**Resolved:** The Audit Committee Business Plan 2013/14 be noted

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GB 93/13 **Minutes of:**

Cumbria CCG Executive:

- 15 August 2013
- 19 September 2013
- 17 October 2013

Locality Executives:

Allerdale:

- 26 September 2013
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- 24 October 2013

Carlisle:

- 25 September 2013
- 23 October 2013
- 27 November 2013

Copeland:

- 26 September 2013
- 24 October 2013

Eden:

- 26 September 2013
- 31 October 2013

Furness:

- 13 September 2013
- 11 October 2013

South Lakes:

- 5 September 2013
- 3 October 2013
- 7 November 2013

Outcomes & Quality Assurance Committee

- 18 October 2013

**Resolved:** The above minutes be received for information

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**GB 94/13 Any other urgent items of business**

There were no urgent items of business.

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**GB 95/13 Questions from Members of Public Present**

Questions from members of the public and the answers are contained in Appendix 2.

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**GB 96/13 Date and Time of the next meeting:**

14:00, Thursday 20 February 2014 at Energus, Blackwood Road, Lillyhall, Workington, Cumbria CA14 4JW

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The meeting closed at 17.05

**Questions & Answers from Members of the Public - Agenda Item 4**

**J. Shapland**

**What other services are provided by a Health Centre as opposed to an ordinary surgery?**

DR confirmed that there was no specific definition as to what services were provided by an ordinary surgery as opposed to a Health Centre. CW advised that a Health Centre often contained more than one GP surgery.

**Questions & Answers from Members of the Public - Agenda Item 17**

**Evelyn Bitcom (EB)**

1. Is the CCG implementing the principles of 'Parity of Esteem' - the importance of consideration regarding Physical Health/Mental Health and Wellbeing, and if so how?
2. Are Cumbria CCG working towards parity of service delivery across the 6 Localities and if so how?
3. The Cumbria recent Mental Health Strategy is under review - when can we expect to see the results of this and when will there be an operational plan to put into action (bearing in mind our JSNA, Higher than National Average of Suicides and Elderly and high use of Drugs and Alcohol)?

In response to question one above PR advised that in the planning context the 'Parity of Esteem' is clearly outlined in National guidance and is clearly stated in the CCG commissioning intentions. Therefore it had been a key factor in drafting both the two and five year plans. The Chair suggested that PR liaises with EB outside of the meeting in order that a more detailed response could be given to her enquiries.

**Catherine Gleeson (CG)**

**In regards to quality and safety commissioning, would the CCG be willing to include the declarations of quality and safety in its reports?**

DR detailed how the quality and safety reports were recorded advising that all serious untoward incidents (SUI's) do specify quality and safety issues. The Chair suggested that DR discusses the detail directly with CG after the meeting.

In response to a statement from Neil Hughes, the Chair confirmed that the Quality Accounts were public facing documents. Discussion took place regarding whether or not the Quality Accounts could be clearly identified within the current templates used. The Chair asked that if anyone was aware of a clearer reporting format used by other Trusts that they feed it back to the CCG.

**Neil Hughes (NH), Lay Member for Eden Locality**

**With regards to Health Watch Cumbria liaising with patients on their experience in areas such as four-hour A&E targets, will Eden Locality be notified of any work that will be carried out?**

The Chair confirmed that this information would be shared with the Localities.

**Liz Clegg (LC)**

**If the proposed cuts by Cumbria County Council to bus services in the Millom area go ahead would consideration be given to installing tele-health services to link with Consultants at the CIC?**

The Chair advised that there was a need to explore how new technology could be used to help link up with services in other areas. CW advised that the CCG was aware of the impact that the proposed cuts in bus services could have in the health care system and was discussing options with partnership organisations. CW agreed to discuss further with Liz Clegg after the meeting.

GJ advised that the CCG was aware of the issues in Millom and consideration was being given with partner organisations to provide solutions across the whole health and social care system in Millom.