

CUMBRIA CLINICAL COMMISSIONING GROUP
MINUTES OF THE GOVERNING BODY MEETING
 Thursday 17 April 2014, 14:00
 Stonecross Manor, Milnthorpe Road,
 Kendal LA9 5HP

Present:	Ruth Gildert Geoff Jolliffe Nigel Maguire Hugh Reeve Jon Rush Peter Scott Charles Welbourn Anthony Woodyer	Nurse Member (RG) Locality Lead GP for the South of the County (GJ) Chief Officer (NM) Clinical Chair (Chair) (HR) Lay Member (Patient Engagement) (JR) Lay Member (Finance and Governance) (PS) Chief Finance Officer (CW) Consultant Member (AW)
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Observers:	Sue Stevenson	Healthwatch Cumbria (SS)
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In Attendance:	Kieron Bradshaw Rosemary Granger	Administrator (KB) Programme Co-ordinator, North Cumbria Programme (RGr)
	Mark McAdam Brenda Thomas	Communications Manager (MM) Governing Body Support Officer (BT)
For Item 11 only	Judith Whittam	Cumbria County Council (JW)

GB 21/14 **Agenda Item 1: Welcome and Apologies** Action

The Chair welcomed everyone to the meeting. Apologies were received from David Rogers, Medical Director and Les Hanley, Lay Member (Health Improvement).

GB 22/14 **Agenda Item 2: Declarations of Interest**

There were no declarations of interest.

GB 23/14 **Agenda Item 3: Minutes of the Governing Body Meeting held on 20 February 2014**

RESOLVED: The minutes of the above meeting were agreed as an accurate record subject to the follow amendment:-

Page 1, Observers: Jonathan Smith, Local Medical Member Observer be amended to read Jonathan Smith, Local Medical Committee Observer.

GB 24/14 **Agenda Item 4: Questions from members of the public present**

Questions and answers from Members of the Public are contained in

Appendix 1.

GB 25/14 **Agenda Item 11: Better Care Fund Plan**

Item 11 was brought forward in order to accommodate JW who needed to leave to attend another meeting.

JW presented the report. In response to a question from JR JW confirmed that the funds would be managed jointly by the CCG and the County Council. In addition the Health and Wellbeing Board would continue to have oversight of the plan and provide critical challenge if necessary.

In response to a question from PS JW advised that there was a matrix in place for measuring improvements, performance and value for money. It was also confirmed that whilst the North West Ambulance Service (NWAS) had not formed part of the Cumbria Health and Care Alliance to date they were keen to be engaged in the future.

Resolved: The report be received

The Chair thanked Judith for presenting the report.

Judith Whittam left the meeting.

GB 26/14 **Agenda Item 5: Chair and Chief Officer's update report**

NM presented the report.

2013-14 Joint Health & Social Learning Disabilities Self-Assessment Framework

In response to a question from JR NM confirmed that discussions were taking place to determine when an assessment of Learning Disabilities services would be undertaken in Cumbria and a full report including a draft improvement plan would be brought to the next meeting.

New health facility for Barrow

CW advised that eLIFT Cumbria was formed in 2009 as part of a national initiative to support the provision of new hospitals/health centres through private sector organisations. He also advised that 60% of eLIFT Cumbria was owned by a private company Express LIFT Investments Limited (ELIL), and 40% by the Community Health Partnership. Thus a share of the profits from the schemes developed through this company filters back into the Health economy.

Dr Nicola Cleghorn

NM advised that Dr Nicola Cleghorn, Designated Doctor for Safeguarding Children, who had been working within the CCG's Children's services team would be leaving Cumbria at the end of August to take up a new post in the North East. NM thanked Dr Cleghorn and praised the work she had

undertaken to help improve safeguarding throughout Cumbria. He wished her well in her new role.

Governing Body Membership

The Chair advised that at the Clinical Leads Group on 17 April 2014 Dr Rachel Preston had been elected to represent the North of the County on the Governing Body. He also confirmed that at a Governing Body development session in March 2014 members had discussed revising the membership of the Governing Body.

Proposed by Geoff Jolliffe, seconded by Jon Rush

Resolved:

1. the election of Dr Rachel Preston by the Clinical Leads Group be accepted
2. a proposal be made to the Full Council of Members that the membership of the Governing Body be increased to include the CCG Medical Director and the appointment of an additional Lay Member

GB 27/14 Agenda Item 6: Governance Arrangements for Area Prescribing Committee

GJ presented the report giving an overview of the work of the committee undertakes and the robust processes in place to assist decision making.

SS advised that Healthwatch had been made aware that there were issues around medicine management for prisoners in Cumbria. It was agreed that this would be reported back to the Committee for further investigation.

Proposed by Peter Scott, seconded by Anthony Woodyer

Resolved:

1. the Cumbria Area Prescribing Committee act with mandated authority for decision making relating to medicines
 2. all decisions taken by the above Committee be reported to the Outcome & Quality Assurance committee
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GB 28/14 **Agenda Item 7: Financial Plan (Budget) 2014/15 And 2015/16**

CW presented the report confirming that a draft of the report had been presented to Members for comment at the Interim Finance Committee on 26 March 2014 and, for those unable to attend that meeting, a separate briefing had been held. CW also highlighted the section entitled 'Risks', on page 6 of the document and asked Members to note the actions the CCG will take to mitigate the risks (as detailed in the report).

General discussion took place around the three major recovery programmes currently underway in Cumbria and the scope within the plan to accommodate to any financial issues arising from these.

Proposed by Jon Rush, seconded by Peter Scott

Resolved:

1. the 2014/15 budget as detailed in the Financial Plan attached to the report be approved
2. the status of the 2015/16 Financial Plan also contained in the above plan be noted

The Chair thanked the CW and his Team for the hard work in producing the Financial Plan.

GB 29/14 **Agenda Item 8: Patient Experience Programme**

JR presented the report and gave an additional presentation which gave an overview on the functionality of the proposed 'I Want Great Care' Cumbria website.

General discussion took place on how the data provided by patients would be used to ensure performance improvements were achieved. In response JR confirmed that there was some further work required to ensure that the outcomes of this process were effectively monitored and that value for money was achieved. It was agreed that JR would meet with CW separately to discuss future resource implications.

SS advised that Healthwatch would be actively involved in this process, applying challenge where necessary, and acknowledged that consumer groups had previously tried to drive change. However it was hoped that this process would help unlock some of those barriers previously faced and deliver effective change.

Resolved:

1. the progress of the patient experience steering group be noted

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2. the progress of work in the sub groups be noted
 3. the financial implications of maintenance and development detailed in the report and the further work required to finalise cost be noted
 4. an update report be submitted to the Governing Body 12 months after the launch of the website
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GB 30/14 Agenda Item 9: NHS Cumbria PCT Corporate Handover Document Update

NM presented the report advising that the key issues detailed in the above document had either been resolved or integrated into new streams of work.

Resolved:

1. It be agreed that the handover process from the former PCT to the CCG was now complete
 2. the incomplete actions identified in the report be addressed through existing CCG processes
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GB 31/14 Agenda Item 10: A New Clinical Strategy For Health Services In Morecambe Bay - Better Care Together

GJ detailed the following key areas of work being undertaken (as detailed in the report):

- Programme Support – provided by PricewaterhouseCoopers
- Care Design process
- Maternity services – “Stability Partner” update
- Current Engagement programme
- Gateway Review
- Wider Cumbria Strategic fit
- Next steps

Resolved: the Governing Body note and support the current progress and position of the better care together (BCT) programme.

GB 32/14 Agenda Item 13: North Cumbria Programme Board

It was agreed that Item 13 would be brought forward as it was appropriate for it to follow agenda Item 10.

RGr introduced herself to the Governing Body and presented the report advising that this programme of work was key to the five year plan currently being developed by the CCG.

RGr confirmed that further road shows would be undertaken (in addition to those detailed in the report) including one in Cockermouth. SS also confirmed that Healthwatch were actively involved in this project.

Resolved: the report be received and the approach being taken in North Cumbria to support the development of the Cumbria-wide 5 year plan be endorsed

GB 33/14 **Agenda Item 12: Finance Report**

CW presented the report.

Resolved: The Governing Body was asked to note:

1. the financial position as reported at February
 2. the process for approving the year-end accounts
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GB 34/14 **Agenda Item 14: Board Assurance Framework & Risk Register**

CW presented the report. In response to a question from PS CW confirmed that Risk Register updates would be presented to the Governing Body on a regular basis.

Resolved: the planned approach to the Board Assurance Framework and the Risk Register be noted

GB 35/14 **Agenda Item 15: Quality & Safety Report**

NM presented the report confirming that this report is presented to the Governing Body after it has been discussed in detail at the Outcomes and Quality Assurance committee.

Resolved: the report be noted.

GB 36/14 **Agenda Item 16: Performance Report**

CW presented the report.

JR advised that the format of the Performance report was really useful and clearly identified areas of concern and actions being taken to address those issues.

Concern was expressed about whether there were appropriate escalation processes in place when regular breaches in performance occurred e.g. 18 week referral to treatment timeline. It was confirmed that the Finance and Performance Committee would be receiving detailed presentations in order for the Governing Body to be assured that those processes were in place.

Resolved: the performance against the national standards and the implications of performance be noted

GB 37/14 **Minutes of:**

Audit Committee:

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- 25 September 2013

Clinical Leads Group:

- 16 January 2014
- 20 February 2014

Interim Finance Committee:

- 29 January 2014

Locality Executives:

Allerdale:

- 23 January 2014
- 27 February 2014

Carlisle:

- 22nd January 2014
- 19th February 2014

Copeland:

- 23 January 2014
- 27 February 2014

Eden:

- 30 January 2014
- 27 February 2014

Furness:

- 10 January 2014

South Lakes:

- 2 January 2014

Outcomes & Quality Assurance Committee:

- 21 February 2014

Resolved: The minutes be received for information

GB 38/14 **Any other urgent items of business**

There were no urgent items of business.

GB 39/14 **Questions from Members of Public Present**

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

GB 40/14 **Date and Time of the next meeting:**

The Chair advised that Governing Body meetings were moving to the afternoon of the first Wednesday of every other month commencing on 4 June 2014. Full details of dates, times and venues of future meetings would be circulated to Members and would be published on the CCG website at www.cumbriaccg.nhs.uk

The meeting closed at 16:55