

**NHS CUMBRIA CLINICAL COMMISSIONING GROUP
MINUTES OF THE GOVERNING BODY MEETING**

Wednesday 4 February 2015, 13:00

Energus, Blackwood Road, Lillyhall,
Workington, Cumbria, CA14 4JW

Present:	Hugh Reeve Ruth Gildert Les Hanley Rachel Preston David Rogers Jon Rush Peter Scott Charles Welbourn Anthony Woodyer	Clinical Chair (Chair) (HR) Nurse Member (RG) Lay Member (Health Improvement) (LH) Locality Lead GP for the North of the County (RP) Medical Director (DR) Lay Member (Patient Engagement) (JR) Lay Member (Finance and Governance) (PS) Chief Finance Officer (CW) Consultant Member (AW)
Observers:	Sue Stevenson	Healthwatch Cumbria (SSt)
In Attendance:	Kieron Bradshaw Christine Harrison Caroline Rea Peter Rooney Brenda Thomas	CCG Administrator (KB) Engagement & Equality Support Officer (CH) Network Director (North) Director of Planning & Performance (PR) Governing Body Support Officer (BT)

GB 1/15 AGENDA ITEM 1: Welcome and Apologies

The Chair welcomed everyone to the meeting. Apologies were received from Geoff Jolliffe, Locality Lead GP for the South of the County and Nigel Maguire, Chief Officer.

GB 2/15 AGENDA ITEM 2: Declarations of Interest

Rachel Preston declared a pecuniary interest in item 6 - Eden Keep Well project as she is a Partner of the Lakes Medical Practice in Eden.

GB 3/15 AGENDA ITEM 3: Minutes of the Governing Body Meeting held on 3 December 2015

Resolved: The minutes of the meeting be approved as a true record subject to the following amendment:

GB 103/14, Agenda Item 5, page 2, Maternity Review, last sentence should read 'public consultation' not 'engagement'.

Independent Maternity Review

The Chair provided a brief update on the above advising that it was anticipated that a draft report from the Royal College would be received by mid February. He also advised that the Kirkup Enquiry report regarding the findings into Morecambe Bay

were also due to be released. Once received, full reports would be presented to the Governing Body.

Patient Experience

JR advised that the negotiations with iWantGreatCare for the ongoing maintenance cost of the system were still ongoing. Once finalised a full report would be presented to the Finance & Performance Committee.

Recruitment

In response to a question from LH the Chair confirmed that a paper on the issue of Recruitment in Cumbria would be brought to a future meeting of the Governing Body.

GB 4/15 **AGENDA ITEM 4: Questions from members of the public present**

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

GB 5/15 **AGENDA ITEM 5: Chair & Chief Officers Report**

The report was presented by HR highlighting the following:-

Better Care Together (BCT) (South Cumbria)

The Chair advised that BCT had met with NHS England who had been supportive of the overall proposals. However further details around the funding of the project had been requested and at this stage there was still no guarantee that funding would be forthcoming.

Together for a Healthier Future (TfaHF)

The Chair advised that governance arrangements for the programme had now been established. This included a number of task and finish groups covering various workstreams.

Resolved: The report be noted

GB 6/15 **AGENDA ITEM 6: Eden Keep Well Project**

Caroline Rea gave a brief overview of the content of the report. General discussion took place on the benefits provided by this pilot project. It was also acknowledged that whilst the outline cost of the pilot was £2600, practices have been asked to review efficiencies in processing the questioners and it was anticipated that if the project was rolled out then economies of savings could be achieved. Maximum budget allocated to this project was £30,000.

Proposed by Ruth Gildert, seconded by Les Hanley;

Resolved: Eden GP practices be approved as funding recipients for the Eden Keep Well Project

RP abstained from voting on this item.

GB 7/15 **AGENDA ITEM 7: 111 Procurement**

CW presented the report. In response to a question from LH CW confirmed that the contract for the above procurement process had been agreed in line with the Official Journal of the European Union requirements.

Proposed by Peter Scott, seconded by Jon Rush;

Resolved: a sub-group comprising of Charles Welbourn, Chief Finance Officer, Rachel Preston, Lead GP - Eden, Anthony Woodyer, Secondary Care Doctor and David Rogers be given delegated authority to consider and approve the 111 contract award recommendation as made by North West NHS 111 Programme Board

GB 8/15 **AGENDA ITEM 8: Equality & Diversity Strategy**

CH presented the report. General discussion took place around the data contained in the report.

Members praised the content of the strategy.

Proposed by Rachel Preston, seconded by Jon Rush;

Resolved: The Equality & Diversity Strategy be approved

DR joined the meeting.

GB 9/15 **AGENDA ITEM 9: Business Continuity Plan**

PR presented the reporting detailing the CCG's requirement to develop and maintain a Business Continuity Plan. Members were also reminded that the plan had previously been presented at the Finance & Performance Committee in September 2014.

In response to a question from JR PR confirmed that the CCG would, within the next 12 months, undertake tabletop exercises to test the robustness of the plan.

Proposed by Les Hanley, seconded by Ruth Gildert;

Resolved: The Business Continuity Plan be approved

GB 10/15 **AGENDA ITEM 10: HR Policies - Travel & Expenses Policy**

PR presented the report reminding Members that the policy had first been presented to the Finance & Performance Committee in September 2014. He also confirmed that the policy had been compiled by North of England Commissioning Support (NECS). In response to a question, PR confirmed that the policy was in line with Agenda for Change and had been through a consultation process which included representation from the Trade Unions.

Proposed by Ruth Gildert, seconded by Jon Rush;

Resolved: The Travel & Expenses Policy be approved

GB 11/15 **AGENDA ITEM 11: Mental Health Update Report**

DR provided an update on the above advising that it was anticipated that the draft Mental Health Strategy would be available by March. DR also thanked Healthwatch Cumbria for its support in the production of the report.

In response to a question from JR DR confirmed that the advertisement for the Vice Chair of the Mental Health Partnership Group had been published and a number of people had expressed an interest in the role.

Resolved: The update be noted

GB 12/15 **AGENDA ITEM 12: Quality Report**

DR presented the report reminding Members that the report presented to the Governing Body was a redacted version of the document presented and scrutinised in full by the Outcomes and Quality Assurance Committee.

General discussion took place around the content of the report. In particular Members requested that the report be adapted to demonstrate the actions taken in response to the issues highlighted in the report. DR agreed to feedback the Governing Body's comments to the Quality Team with a view to including the data requested.

Resolved: The update be noted

GB 13/15 **AGENDA ITEM 13: Performance Report**

PR presented the report advising that there had been no substantial change in the three Trusts performance since the report was presented to the Finance & Performance Committee in January 2015. However he advised that nationally there had been unprecedented pressure on Accident and Emergency (A&E) departments throughout January which had been mirrored in Cumbria. This had impacted on all three Trusts' ability to meet their A&E targets. In addition North Cumbria was also dealing with an outbreak of the Norovirus which had put additional pressure on its A&E department. PR advised that the CCG was working closely with the Trusts to try and release pressure in the system through GP practices and primary care communities.

In response to a question from PS DR advised it was too early to determine the full impact of the fire which had burnt out the power plant of the new hospital at Whitehaven. PR advised that the Trust was trying to reconnect the power but it was inevitable that this would result in a delay to patients moving into the new hospital. He also stated that the CCG was offering support to the Trust to help resolve the issues and get the new hospital operational as soon as possible.

Resolved: The report be noted

GB 14/15 **AGENDA ITEM 14: Finance Report**

CW presented the report reminding Members that whilst forecasting achievement of the planned £5m surplus, it was important to note the considerable cost pressures in the system. Therefore there was significant risk to achieving this position. He also advised that the CCG was actively addressing the risk through a combination of measures to reduce expenditure where spending was over budget and by considering opportunities to reduce in-year costs in other areas.

CW also outlined the two key areas of change since the last Governing Body as detailed in the report.

Resolved: The report be noted

GB 15/15 **AGENDA ITEM 15: Minutes of:**

Audit Committee

- 7 October 2014

Clinical Leads Group:

- 20 November 2014
- 18 December 2014

Finance & Performance Committee:

- 22 October 2014

Locality Executives:

Allerdale:

- 9 October 2014
- 27 November 2014
- 11 December 2014

Carlisle:

- 26 November 2014
- 17 December 2014

Copeland:

- 23 October 2014
- 27 November 2014
- 17 December 2014

Eden:

- 27 November 2014

Furness:

- 10 October 2014

South Lakes:

- 06 November 2014
- 04 December 2014

Resolved: The minutes be received for information

GB 16/15 **Any Other Urgent Items of Business**

There were no other urgent items of business.

GB 17/15 **Questions from Members of Public Present**

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

GB 18/15 **Date and Time of the next meeting:**

Commencing at 13:00 on Wednesday 1 April 2015 at North West Auction, Junction 36 of the M6, Croolkands. LA7 &FP

The meeting closed at 16:10

Appendix 1

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

Sue Gallagher

In relation to Item 12, Quality Report, 1.1 Serious incidents - could you advise whether or not it is possible to determine whether these are 'older adults', frail/elderly and was there a link with patients falling when trying to get out of bed?

Ruth Gildert advised that the Outcomes & Quality Assurance Committee would be seeking further information on these figures and they would be scrutinised by the Committee.

Bernard Courtney

1. Chair & Chief Officers Report

Together for a Healthier Future - Issue of Transport - When is the meeting (detailed on page 2, paragraph 3 which starts 'The issue of transport is well recognised') going to take place and who will be invited?

PR advised that as yet a date had not been scheduled although it was anticipated that it would take place March/April time and multi agencies would be involved.

Workington Primary Care Access Centre - When the money runs out what will happen to the access centre?

Charles Welbourn advised that this centre had been established using the 'Prime Ministers Challenge' fund. As part of the pilot there would be an evaluation process and, if successful, the CCG would incorporate it into its long term plans with the possibility of similar schemes being rolled out across the County.

In response to a further question from Bernard Courtney, Caroline Rea advised that the creation of the above centre did not result in two nursing posts being lost in Copeland. Whilst two nurses from Copeland had moved to undertake new roles in the above scheme the two posts in Copeland had not been decommissioned. However there was a wider issue in the ability to recruit medical staff County wide and this had resulted in the two posts in Copeland remaining vacant.

The Chair advised that recruitment was an issue across the County and work was currently ongoing to try and address this issue.

2. Item 12 - Quality Report

North Cumbria University Hospital Trust (NCUHT) reported 38 serious incidents whilst the University Hospitals of Morecambe Bay NHS Foundation Trust (UHMBT) only reported 6. Is this large difference due to problems at NCUHT or is it due to a variance in reporting?

David Rogers advised that the rates do vary and whilst the numbers being report to NHS Cumbria CCG have dropped for UHMBT the numbers for the same Trust being reported to NHS North Lancs CCG had increased.

Cumbria Partnership Foundation Trust (CPFT) have failed to meet safeguarding mandatory training since 2013. What action are regulators taking to ensure mandatory targets are achieved in the future?

David Rogers advised that this issue was being addressed through monthly quality meetings with the CPFT and the CCG. Following on from this question Members discussed how future Quality Reports should include actions taken against issues highlighted and it was agreed that this would be reported back to the report authors for inclusion in future reports.

Bernard Courtney advised that in his world if a mandatory target had not been met then the regulators would have been monitoring it and making sure that it was achieved in future.

The Chair advised that the Care Quality Commission would be monitoring the situation and that the CCG liaised regularly with regulators over areas of concern.

Appendix 2

Questions and Answers from the Public – Agenda item 17

Evelyn Bitcom

Agenda item 11, Mental Health Update Report - Could you please advise on the following:

- what the timeline was for consultation on the strategy?
- who will be involved?
- is there any funding to produce a public facing document that can be circulated (e.g. to put in GP surgeries and other public areas) and to provide training on the strategy?

David Rogers advised that formal consultation would be required if there were significant changes to the strategy. The CCG will work with Healthwatch Cumbria to establish the best forum for this. Training for staff was ongoing. He also advised that a further report would be presented at the April 2015 Governing Body.