

NHS HULL CLINICAL COMMISSIONING GROUP COMMITTEE (CCGC)

Friday 25 January 2013

Present:

Chair:	Dr T Banerjee
Vice Chair:	Dr J Moulton
Chief Officer Designate:	E Latimer
GP Members:	Dr J Blow Dr M Follows Dr J Parker Dr R Raghunath Dr D Roper Dr L Witvliet
Chief Finance Officer Designate:	E Sayner
Secondary Care Doctor:	Dr R Grunewald
Lay Representatives:	P Jackson J Stamp
Practice Manager Representative:	R Thompson
Director of Commissioning and Partnerships (Interim)	J Mizon
<u>In attendance:</u>	M Napier – Head of Corporate Governance M Hodgson – Executive Assistant E Daley – Senior Quality and Commissioning Manager (Interim) L Morris – Designated Nurse Safeguarding Children (Interim)

APOLOGIES – Apologies for absence were submitted on behalf of S Smyth and K Marshall.

Part 1
Public Session

The Chair opened the meeting by congratulating everyone regarding the recent confirmation that NHS Hull CCG had been authorised without any conditions. He went on to congratulate Emma Latimer who had received a letter confirming her in the post of Chief Officer.

283 **MINUTES OF THE LAST MEETING**

Resolved - That the minutes of the meeting of 30 November 2012 subject to the amendments listed below, be taken as read and correctly recorded and be signed by the Chair.

- Minute 264: amend the spelling of quaracy to 'quoracy', and
- Minute 265: change the wording in italics, after the recommendations to read 'Two of the Senior Commissioning Managers (Interim) joined the meeting' .

284 **MATTERS ARISING FROM THE MINUTES** – There were no matters arising from the minutes of 30 November 2012.

285 **REPORTING OF EMERGENCY MOTIONS** – Members noted that, in accordance with Standing Order 3.2(3), no business was to be transacted at the meeting other than that specified on the Agenda, or Emergency Motions allowed under Standing Order 3.6

Resolved - That no emergency motions were identified.

286 **DECLARATIONS OF INTEREST** – Members were reminded of the need to declare (i) any interests which were relevant and material to the Humber Cluster Board; (ii) any changes in interests previously declared, and (iii) any pecuniary interest (direct or indirect) in items on the Agenda.

Resolved - (a) That no interests were declared.

(b) That Dr R Grunewald complete the Declarations of Interest paperwork and return to M Hodgson.

287 **GIFTS AND HOSPITALITY** – Members were reminded of the need to declare the offer and acceptance/refusal of any gifts and hospitality in the PCT's public register.

Resolved – That the following declarations be noted:

(a) That Dr R Grunewald declared that he had undertaken some training for Merz Pharma and received a payment of £200.

- (b) That the Head of Corporate Governance will forward the relevant paperwork to Dr Grunewald for completion.
- (c) That Dr L Witvliet declared that he had declined an honorarium from a pharmaceutical company to speak at an event.

The Chair formally introduced Dr R Grunewald to his first NHS Hull CCGC meeting, whereupon Members introduced themselves individually.

288 **PLANNING AND FINANCIAL FRAMEWORK** – Presentation from the Director of Planning and Commissioning (Interim) and the Chief Finance Officer around the 2013/14 Planning Round – Summary of requirements and timetable.

The NHS outcomes framework and NHS constitution sets out the goals and responsibilities, with an assumed liberty that the CCG has freedom to prioritise outcomes and approaches to deliver. There are five areas of focus, these are:

- Seven day working
- Public information about activity by consultant
- Increased patient participation
- Professional leadership
- Better data

The CCG has submitted three draft submissions which the CCG must make progress on within the first 12 months. These are:

- Rate of persons aged over 18 with chronic conditions admitted to hospital as an emergency admission (rate per 100,000 population)
- Rate of emergency admissions for acute conditions that should not usually require hospital admission aged over 19 (rate per 100,000 population)
- Estimated diagnosis rate for people with dementia

Work is ongoing around these draft submissions to enable change.

Members were then informed of some financial information to note, these were:

- That the CCG has a £347m recurrent budget
- This includes a 2.3% uplift from 2012/13
- The surplus from 2012/13 has been confirmed as c£14m
- The MTFP build is in draft and includes investment priorities
- A 2% recurrent surplus has been established (this creates the non recurrent spend for the CCG).
- QIPP forecast of £5.2

A discussion followed.

Resolved - That Members note the detail given in the presentation.

289 (157) BUSINESS INTELLIGENCE REPORT – Report submitted by the Chief Finance Officer, in conjunction with a presentation, to update Members across the following three areas:

- Financial Performance – this section of the report outlines the financial position as at 31 December 2012 against the PCT’s total allocation, and identifies any potential risk against the achievement of the PCT’s control total. Other Key financial targets are discussed, and summarised in the appendices to this report.
- Performance Against national and local indicators - this section outlines performance against national indicators for 2012/13 and selected local indicators. Indicators have been aligned to the four programmes around which the CCG’s commissioning strategy is structured.
- Update on contract management and performance - this update provides information and updates on current contract performance and some of the more significant areas of work that are currently running.

It is the CCG’s responsibility to address areas of under performance and performance issues. Details of the issues and mitigating actions for those highlighted in the report were explained to Members.

A detailed discussion followed.

Resolved - That Members note the following:

- (a) That the emerging financial risks and mitigation from the report be noted.
- (b) That the financial performance for the year to 31 December 2012 and the forecast for a planned surplus of £19.4m for the year ended 31 March 2013 be noted.
- (c) That the planned delivery of all financial targets be noted.
- (d) That Members be assured of the on-going action in relation to performance.

290 (158) QUALITY AND PERFORMANCE GROUP CHAIRS ASSURANCE REPORT FOR 11 DECEMBER 2012 – The Chair submitted an assurance report for information. A discussion followed around prescribing and Members were informed that the Chief Officer and Chair would be visiting Hull and East Yorkshire Hospital Trust regarding the recent serious incidents.

Resolved - That Members note the report and comments made.

291 (159) PLANNING AND COMMISSIONING GROUP CO-CHAIRS' ASSURANCE REPORT – 5 DECEMBER 2012 AND 9 JANUARY 2013 – Members were updated on:

- The current status of NHS 111.
- The issues of having a nurse practitioner role within A&E. It was agreed that one of the Senior Commissioning Managers would arrange for CHCP CIC to give a presentation at one of the CCG development sessions around this.
- Members were notified that an event was being co-ordinated to address nurse prescriber issues.

The Chief Officer gave thanks to both Karen Billany, Senior Commissioning Manager (and team), and Dr J Parker for all their hard work around NHS 111 and recognised how challenging this piece of work had been.

Resolved - That Members note the comments made and the content of the Co-Chairs' assurance report.

292 (160) INTEGRATED AUDIT AND GOVERNANCE GROUP CHAIR'S ASSURANCE REPORT – 15 JANUARY 2013 – The Chief Finance Officer informed Members of the impending appointment of KPMG LLP, who will audit the accounts of NHS Hull CCG for a period of four years commencing with the accounts to 31 March 2014. Formal confirmation will be received once this proposal has been considered by the Audit Commissioning Board.

Members were asked to note the content of the Chair's assurance report.

Resolved - That Members note the comments made and the content of the Co-Chair's assurance report.

293 USE OF CORPORATE SEAL FOR THE PERIOD OF 23 NOVEMBER 2012 TO 18 JANUARY 2013

Resolved - That there were no sealing of documents between the period of 23 November 2012 to 18 January 2013.

295 QUALITY AND PERFORMANCE GROUP APPROVED MINUTES OF 24 JANUARY 2013

Resolved - That as these minutes were not yet approved, they will be submitted to the next meeting for information purposes only.

296 (162) INTEGRATED AUDIT AND GOVERNANCE GROUP APPROVED MINUTES OF 6 NOVEMBER 2012

Resolved – That the approved minutes of the 6 November 2012 be noted for information purposes.

297

(163) SAFEGUARDING ADULTS TO INCLUDE WINTERBOURNE

SERIOUS CASE REVIEW – Report submitted by the Director of Quality and Clinical Governance (Interim) to update Members on safeguarding issues, with a particular focus on the recommendations of 'Transforming Care' and the draft Care and Support Bill.

- Resolved** -
- (a) That the progress of the Hull Safeguarding Adults Board be noted.
 - (b) That the current situation regarding case management be noted.
 - (c) That Members consider feedback from the safeguarding assurance visit when available.
 - (d) That the responsibilities of healthcare organisations with regard to the Prevent Agenda be noted.
 - (e) That the content of the Transforming Care report be noted.
 - (f) That progress on the implementation of the Winterbourne Concordat is reported back to Members on a quarterly basis.
 - (g) That the update on the Care and Support Bill is noted.

298

(164) HULL SAFEGUARDING ADULTS STRATEGIC POLICY – Report submitted by the Director of Quality and Clinical Governance (Interim) updating Members on the Hull Safeguarding Adults Partnership Board Strategic Policy, action plan and specifically strategic aims covering 2012 to 2015.

Resolved - That Members note the content of the policy specifically the aims of the strategy and how NHS Hull CCG will contribute towards the safeguarding adults agenda.

299

(165) SECURING SUSTAINABLE SERVICES PROGRAMME (SSSP)

UPDATE – Report submitted by the Director of Commissioning and Partnerships (Interim) updating Members on the future of the SSSP.

- Resolved** -
- (a) That Members note the receipt of this paper and formally endorse it.
 - (a) That the content of the paper are noted and next steps for the programme be approved.

- (b) That all decisions with regard to the implementation of the work stream recommendations need approval of the CCGC.

300 **(166) HULL ALCOHOL STRATEGY 2013 – 2016** – Report presented by the Director of Planning and Commissioning (Interim) to update NHS Hull CCGC Members on the development of the Hull Alcohol Strategy 2013 – 2016 which will impact on services delivered in primary and secondary care.

- Resolved -**
- (a) That Members consider the draft strategy in its current format.
 - (b) That Members agree and confirm its appropriateness to tackle local issues related to alcohol misuse in the City of Hull by utilising a full partnership approach.
 - (c) That the CCGC endorse the strategy with the Community Safety Partnership authorising and owning the final version.

301 **DATE AND TIME OF NEXT MEETING** – Members noted that the next meeting will be held at 9.30am on Friday 22 March 2013 in the Boardroom at The Maltings.

302 **EXCLUSION OF PRESS AND PUBLIC**

Resolved - That, under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, representatives of the press and other members of the public be excluded from the remainder of the meeting, having regard to the confidential nature of the business to be conducted, publicity upon which would be prejudicial to the public interest.

Signed: _____

Chair of the Clinical Commissioning Group Committee

Date: _____