

PLANNING AND COMMISSIONING GROUP
Wednesday 6 February 2013

PRESENT:

D Roper GP, (Clinical Member) Co-Chair (in the Chair)
J Parker GP, (Clinical Member) Co- Chair
M Follows GP, (Clinical Member)
R Raghunath, GP (Clinical Member)
J Moulton, GP (Clinical Member)
Paul Jackson, (Lay Member)
Julia Mizon, (Director of Commissioning and Partnerships (JMz))
Penny Stephenson, (Ambassador/Patient Champion)
Karen Billany, (Senior Commissioning Manager – Planned Care) (KBy)
Philip Davis, (Senior Commissioning Manager – Primary Care)
Erica Daley, (Senior Commissioning Manager – Unplanned Care)
Bernie Dawson, (Senior Commissioning Manager – Partnerships)
Joy Dodson, (Senior Business Intelligence Lead)
Sue Lee, (Patient Experience and Engagement Manager)
Andrew Taylor, (Assistant Director of Public Health Science)
Louise Metcalfe, (Quality Manager)

In Attendance: Nicola Harris, Administration Assistant
Keith Baulcombe, Senior Commissioning Specialist (minute no 116)

Note Taker: Donna Robinson

The meeting was held in the Boardroom, The Maltings.

APOLOGIES FOR ABSENCE

No apologies were received

106 MINUTES OF THE LAST MEETING

Resolved – That subject to a spelling mistake on page 7 and that minute number 91 bullet point 1 should read “*Community Paediatric Medical Staff Transfers are likely to be delayed beyond April 2013*” the minutes of the meeting held on the 9 January 2013 be taken as read and correctly recorded and signed by the Chair.

107 MATTERS ARISING FROM THE MINUTES

The action list was reviewed with Members noting that items now complete (green) should be left on the tracker for one month in order that progress can be noted.

Resolved – that the action list should be amended accordingly.

- 108** **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.

The Chair reported that an Emergency Motion had been received and would be addressed under Agenda Item 10.1

- 109** **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.

Dr R Raghunath declared an interest in relation to minute 117

Sue Lee declared an interest in relation to minute 116

Joy Dodson declared an interest in relation to minute 116

- 110** **GIFTS AND HOSPITALITY** – Members were reminded of the need to declare the offer and acceptance/refusal of any gifts and hospitality in the CCG public register.

There were no declarations of gifts or hospitality.

GOVERNANCE & QUALITY

No items on the agenda

STRATEGY

- 111** **(50) JOINT STRATEGIC NEEDS ASSESSMENT (JSNA) – INITIAL FINDINGS FROM THE 2011 CENSUS WITH REGARD TO BLACK AND MINORITY ETHNIC GROUPS IN THE CITY OF HULL** - The Assistant Director of Public Health (AT) provided this report to inform the group of the changes recorded in the 2011 census relevant to ethnic minorities in the City of Hull and to give the opportunity for the group to consider issues of access, service needs and provision of services within cultural considerations. A wide ranging discussion occurred around the Survey and it was agreed that further work be conducted around the comparison with East Riding and the ethnicity of patients attending HRI.

Resolved -

- (a) That the report be received for information and
- (b) that the group considered the changes in the population of black and minority ethnic groups and the modifications required in service provision and
- (c) that the a more in depth report be derived from the Hull Adult Lifestyle Services on BME be presented at the March 2013 meeting and
- (d) that the Hull Adult Lifestyle Survey result be shared with the Hull CCG Patient Experience and Engagement Manager

- 112** **(51) OPERATING PLAN SUBMISSION 2013/2014 – UPDATE** – The Director of Commissioning and Partnerships (JMz) provided this report to update the group on the Operating Plan 2013/14 draft submission, highlight the remaining actions and

timetable to complete the final submission by 5 April 2013. Along with the report the following documents were circulated

- NHS Hull CCG draft “Plan on a Page” which is being reviewed due to being too wordy – once agreed, this will then be submitted to the NHS Commissioning Board via the Area Team.
- Planning template submission to Unify
- Finance templates

Resolved – (a) That the group noted the remaining actions and timetable and
(b) that the draft submission be discussed and it be agreed that the opportunities for local indicators be used and
(c) that the group were assured in terms of content and progress towards the final submission on 5 April 2013.

113 **(52) UNPLANNED CARE PROGRAMME UPDATE** - The Senior Commissioning Manager for Unplanned Care (ED) provided this report to update the group on the progress of the Unplanned Care programme and associated work streams including:-

- Co Located Unplanned Care Services in the ED
- Implementation of NHS 111 – KBy advised that Humber North Bank submission had not passed the Clinical Governance stage of the NHS 111 assurance processes and a resubmission would occur
- Ambulatory Care - it was agreed that an update on this workstream, which would reduce length of stay, should be taken to a future Council of Members meeting.
- Redesign of Paediatric Unplanned Care Pathway
- Integrated Reablement – A paper is being prepared and will be taken to the Shadow Health and Wellbeing Board
- Early Supported Discharge Stroke
- Rehabilitation Services – A CCGC development session is scheduled in order to make a decision on the next stage of this work-stream
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Resolved - (a) That the group noted the content of the paper with assurance being gained and
(b) that a paper on Ambulatory Care be taken to a future Council of Members meeting

114 **PROGRAMME UPDATES**

Partnerships – The Senior Commissioning Manager for Partnerships (BD) provided a verbal update on work streams being undertaken incorporating:-

- Wheelchair Procurement – there is a potential challenge in relation to the procurement process and decision.
- Community Paediatric Medical Service – aim for 1 March 2013 to go live for closed tender procurement
- Maternity Service – The strategy will be in final draft by April 2013

- CYP Autism Assessment and Diagnosis Service – Pilot going well; work to establish the requirement for recurrent and non recurrent resource for sustainability and to address waiting list.

Primary Care – The Senior Commissioning Manager for Primary Care (PD) provided a verbal update on work streams being undertaken incorporating:-

- Map of Medicine for Diabetes
- Multi Morbidity Model – a review is taking place regarding various options
- Enhanced Service Phlebotomy
- Care Home Pilot

Planned Care – The Senior Commissioning Manager for Planned Care (KBy) provided a verbal update on work streams being undertaken incorporating:-

- The Planned Care work plan will be completed and presented at the March 2013 meeting An Exceptional Treatment audit has been completed with further work being undertaken.
- Work on the Pain Pathway is nearing completion with an update being provided at the March 2013 meeting

115 **(53) TELEHEALTH SERVICES UPDATE** – The Senior Commissioning Manager for Primary Care (PD) provided this report to provide the group with an update on the development of Telehealth services in Hull.

- Resolved** -
- (a) That the content of the report be noted and
 - (b) that the proposed actions in relation to Telehealth contracting arrangements for 2013/14 be approved and
 - (c) that the proposed actions in relation to the wider Stakeholder Engagement be approved

SYSTEM DEVELOPMENT AND IMPLEMENTATION

KB joined the meeting

116 **(54) IAPT SERVICE PROPOSAL** - The Senior Commissioning Specialist tabled a report reviewing the options for the short and medium term commissioning and procurement options of psychological therapy services considering the independent evaluation and contractual obligations. A wide ranging discussion occurred around the moving of block contract providers moving to the current IAPT Any Qualified Provider service specification. It was agreed that the short term recommendation be approved and that the report be added to the March 2013 Planning and Commissioning meeting as the paper had been tabled which had not allowed sufficient time for consideration of the medium term options.

- Resolved** - (a) That the short term current block contract providers of Physiological therapy services moving to current IAPT Any Qualified Provider service specification was approved and
(b) that the IAPT Service Proposal be added to the March 2013 group meeting
(c) That members provide any comments on the short term options to Commissioning and Business Intelligence colleagues by 15 February 2013.

KB left the meeting

RR left the meeting in order to avoid any pecuniary conflict of interest issues

- 117 **(55) GP MEDICAL COVER SERVICE – STROKE UNITS SERVICE SPECIFICATION** - The Senior Commissioning Manager for Unplanned Care (ED) submitted this report to update the group to seek approval of the service specification for the GP Medical cover service for the community stroke rehabilitation units in Hull. Apprehension was expressed around the rate of remuneration, the Key Service Outcomes and qualification/GMC Registration requirement, it was agreed that further work be undertaken on the Service Specification in respect of this areas

- Resolved** - (a) That the service specification for the GP Medical Cover service for the community stroke rehabilitation units in Hull was noted and
(b) that further work be undertaken on the Service Specification in relation to remuneration, key service outcomes and qualification requirements.

RR rejoined the meeting

- 118 **(56) DISTRICT NURSING SERVICE SPECIFICATION** - The Senior Commissioning Manager for Unplanned Care (ED) submitted this report to provide the group with an understanding of the recent increase in district nurse activity and details of the new service specification for district nursing and the proposed payment mechanism.

- Resolved** - (a) That the content of the report be noted and
(b) that the service specification for district nursing be approved

- 119 **(57) PAEDIATRIC PSYCHOLOGY SERVICE FOR CHILDREN WITH LONG TERM CONDIDITONS SERVICE SPECIFICATION** - The Senior Commissioning Manager for Partnerships (BD) submitted this report to provide the group with the service specification for the Paediatric Psychology for Children with Long Term Conditions.

- Resolved** - (a) That the report be noted and
(b) that the service specification for the Paediatric Psychology Service for Children with Long term conditions be approved and ratified

120 **(58) HART BASE RELOCATION PROPOSAL -**

The report was circulated for information only

121 **(59) MINUTES OF MEETINGS**

The minutes of

- Joint Commissioning Forum 27 November 2012

were noted for information only

122 **(60) DISCUSSION OF EMERGENCY MOTION -** The Chair reported that an Emergency Motion had been received/approved as follows:

The Senior Business Intelligence Lead gave a presentation on NHS Hull CCG QIPP Review (Capita) which will support the preparatory work and analysis to deliver a clear and credible enhanced QIPP programme that is owned by the CCG. This will provide assurance for the CCG in terms of the QIPP programme for the medium term and support the development of a high level plan for the delivery of savings from the opportunities identified.

Resolved - (a) That the presentation be noted
(b) that the group supported a Capita work-shop to obtain further information

123 **DATE AND TIME OF NEXT MEETING**

Members noted that the next meeting would be held at 2.00pm on Wednesday 6 March 2013 in the Boardroom, The Maltings.

124 **RESTRICTION OF MINUTES**

Resolved – That none of the Minutes be treated as confidential and not published.

Signed: _____
(Co-Chair of the Planning and Commissioning Group)