

**NHS West Essex Clinical Commissioning Group
Finance and Performance Committee Meeting**

Date: Tuesday 24th September 2019

Time: 9.30 am – 12.30

Location: Boardroom, Spencer Close, St Margaret’s Hospital, The Plain, Epping, CM16 6TN.

Attendees:

Name	Initials	Role
Dr Rob Gerlis	(RG)	GP, Chair
Dr Kamal Bishai	(KB)	GP Board Member
John Leslie	(JL)	Interim Director of Finance, Contracting and Performance
Dr Christine Moss	(CM)	Chief Medical Officer
David McConnell	(DM)	Lay Member
Debbie Griggs	(DG)	Deputy Director of Finance, Contracts & Performance
Toni Coles	(TC)	Director of Transformation
Peter Wightman	(PW)	Director of Primary Care and Localities
Louise Hall	(LH)	Deputy Director of Transformation

In Attendance:

Grant Neofitou	(GN)	Assistant Director of Pathway Transformation
June Okochi	(JO)	Head of PMO
Anne Mansfield	(AM)	Assistant Director of Contracting

Item No	Agenda Item	Action
1	Chairs Welcome	
2	Apologies for absence Andrew Geldard Chief Officer Jane Kinniburgh Director of Nursing and Quality Stephen King Lay Member Toni Coles Director of Transformation	
3	066/19 Declarations of Interest No Declarations of Interest were raised.	
4	067/19 Minutes of the meeting held on Tuesday 27th August 2019 and matters arising The minutes were agreed as a true and accurate record. Matters Arising	
	FACT Report AM reported there continues to be PAH coding issues which causes delays when analyzing data. PAH have on-going issues in recruiting to the ‘clinical coder positions. RG agreed to raise the clinical coding issue at the ICP Programme Board. 24/9/19 – RG has raised this issue with PAH at a recent ICP Programme Board meeting. AM attended a meeting to discuss. Apprenticeships are being offered and training is being undertaken. This item will be kept on the agenda to monitor.	

044/19 Transformation

James highlighted the Service Restriction Policy should be consistent with Hertfordshire and Essex. PW agreed to escalate this issue with Beverly Flowers, Chief Officer, East & North Herts CCG.

30/07/19 Dr Christine Moss explained WECCG and East & North Herts CCG have differences between their Service Restriction Policies around process and how we implement BMI. Peter Wightman is following up with Beverly Flowers regarding this and on-going issues between the teams, to discuss and how we can work together to resolve these issues and progress with joint working.

Action: Peter Wightman

27/08/19 – Peter had the follow up meeting with Beverly Flowers and it was agreed to keep this as an ongoing item on the agenda.

Anurita suggested it would be useful to have the comparative data between WECCG and East & North Herts CCG Service Restriction Policies.

A Health & Care paper was written last year which has now been refreshed. Christine agreed to share the paper with the committee.

Action: Christine Moss

24/9/19 – Action Closed

052/19 Primary Care & Estates Update and Delegated Commissioning

Expressions of interest conclude for Steeple Bumpstead Surgery on 20th June 2019. PW to notify AM of the outcome, to adjust contracts accordingly. 30/07/19 David McConnell explained one expression of interest has been received.

Action: Peter Wightman

27/08/19 - It was agreed to keep this on the agenda pending resolution of the process.

24/9/19 – PW advised that an agreement should be reached today. It is expected that the CQC inspection will be inadequate. Application is still being considered. Negotiations are still being discussed. PW will update at the next meeting.

053/19 Items to be reported to the Board and Membership meetings

Grant Neofitou to provide a briefing regarding the Ophthalmology Service to go to the Membership meetings.

Action: Grant Neofitou/Louise Hall

27/08/19 – It was agreed to keep this on the agenda.

24/9/19 – GN advised that it is hoped that the contract will be signed this week. The comms will go out in October and the launch will be in

<p>November. GN will ask them to attend the membership meetings to discuss.</p> <p style="text-align: right;">Action: Grant Neofitou</p> <p><u>055/19 Advice and Guidance</u></p> <p>Anne Mansfield requested via the GP and Hospital Liaison Group clarification from PAH which Advice and Guidance service they are providing. 30/07/19 AH confirmed Advice and Guidance is being reported at Princess Alexandra Hospital on SLAM but numbers are small, around 24 per month in the following specialties: Cardiology, Dermatology, Diabetic Medicine, Endocrinology, Gastroenterology, Gynecology, Ophthalmology, Pediatrics, Respiratory Medicine, Trauma and Orthopedics and Urology.</p> <p>The Committee requested assurance if the GPs are being responded to in a timely manner and how quickly they are being responded to.</p> <p style="text-align: right;">Action: Anne Mansfield</p> <p><u>27/08/19</u> – Toni agreed to pick up with Anne Mansfield and look at a more West wide view.</p> <p style="text-align: right;">Action: Toni Coles</p> <p><u>24/9/19</u> – AM advised that this is only being recorded by PAH. Numbers are small with most being picked up within 7 days. GN will be looking at timelines and investment. Feedback from GP's is to bring back consultant connect. Will look at four specialties. paediatrics, Gastro and radiology have been identified. An outpatient EOG has been set up to discuss. GN will update at the next meeting.</p> <p style="text-align: right;">Action: Grant Neofitou</p> <p>064/19 Items to be reported to the Board and Membership Meetings</p> <ul style="list-style-type: none"> • Advice and Guidance turnaround times should be shared with the membership meetings • The outcomes of the Mental Health bids should be shared with the membership meeting <p>LH confirmed once more detail has been received the information will be shared with the Membership meetings. Olivia Rate is also attending the Time to Learn events week commencing 16th September.</p> <p><u>24/09/19</u> – PW advised that the MH bids are not on the agendas for the membership meetings. Jo Reay and Olivia Rate will be asked to produce a report that can be taken to the meetings.</p> <p>065/19 – Outcome of ESIST Audit</p> <p>PAH have been receiving support from ESIST to review pathways within ED and short stay services to deliver improvement in A&E performance against the 4 hour target</p> <p>Louise Hall prepared a short update of the key areas of focus, which Toni Coles briefed the committee on.</p>	
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	<p>Toni reported that ED performance is in a better place than before due to what ESIST are doing but there are still some underlying issues on the workforce. Debbie Griggs agreed to confirm readmissions numbers Action: Debbie Griggs</p> <p>Anurita raised the medicines discharge IT issue timeline. Toni Coles agreed to pick up with Louise Hall. Action: Toni Coles</p> <p><u>24/9/19</u> – DG confirmed that she would share the figures which includes a trend for last year</p> <p>066/19 – BCF/iBCF The iBCF schemes are being monitored via Local Delivery Board, delivered through Local Delivery Ops Group, and Urgent Care EOG providing clinical sign off. Toni Coles agreed to update on BCF/iBCF countywide schemes at September Committee. Stephen King made an observation relating to the training for nurses in care homes and if there is a funding issue. Toni to look into this. Action: Toni Coles</p> <p>Forest Place beds were due to be decommissioned but keeping those in the short term until intermediate care beds in place, which we are working with ECC on agreement of funding to procure those 19 beds and hope to have in place by December this year. Andrew Geldard queried whether we get the winter pressures funding and if we have sight of countywide schemes. Toni will put information together on this for the AO meeting next week. Action: Toni Coles</p> <p><u>24/90/19</u> – LH advised that it is disappointing that the 4 hour performance has not improved. PAH are recruiting and hope to be fully staffed by Christmas. An escalation meeting has been arranged in 2 weeks. There have been no significant changes to report. An arrangement for intermediate care beds has been agreed with ECC. The procurement should be out by the end of the week and up and running by Christmas. All other schemes are running well.</p>	
5	<p>Agenda Items</p> <p>070/19 – BCF and iBCF</p> <p>This item has already been discussed under item 4.</p>	
6	<p>071/19 – FACT Report</p> <p>Finance</p> <p>John Leslie gave an overview of the attached. The CCG in year financial control total is a break even.</p>	

	<p>Activity & Contracting</p> <p>It was reported that the blended tariff is working well although the London trust is causing the figures to rise.</p> <p>Performance</p> <p>It was noted that the figures have improved. DG will look into why Addenbrookes and MEHT are not reporting. HUC have trajectories and plans in place to make improvements. Louise Hall, Sandra Herbert and Stephen Fry are attending regular meetings with HUC to deal with the issues.</p> <p>Transformation</p> <p>It was reported that QIPP targets have been achieved. The liver function gynaecology programmes have been closed. The Dermatology EOG has been re-convened; the first meeting is on 7th October.</p>	
7	<p>Principles of the Allocative Contract Approach</p> <p>JL advised that a paper will go to Board this Thursday. He will circulate table with expected figures. If this is agreed there will be regular meetings with PAH to discuss issues and work together to resolve. Subject to board view, this will then go to PAH at the end of the week.</p>	
8	<p>Urgent Care Performance Report</p> <p>This has already been covered.</p>	
9	<p>ICP Update</p> <p>It was reported that the part 2 paper will be going to the board on Thursday. EPUT will present a proposal on how the contract should work and make recommendations. This should be received within the next 3 weeks. An MH and STP meeting has been arranged to discuss.</p>	
10	<p>Primary Care & Estates update and Delegated Commissioning</p> <p>PW advised that a Time to Learn event had recently taken place which was very successful. It was suggested that another event is organised in 6 months.</p>	
11	<p>Items to be reported to the Board & Membership Meetings</p> <p>Ophthalmology</p>	
12	<p>Any Other Business</p> <p>As this is Kamal's last F&P meeting, RG thanked him for his hard work and commitment.</p>	
7	<p>Date of next meeting: the next meeting of the West Essex Clinical Commissioning Group Finance and Performance Committee will be held on Tuesday 29th October 2019 at 9.30 am in the Boardroom, Building 4, Spencer Close, St Margaret's Hospital, Epping.</p>	