

**MEETING OF THE FYLDE AND WYRE CLINICAL COMMISSIONING GROUP
GOVERNING BODY
HELD ON TUESDAY 19 SEPTEMBER 2017 AT 1.00PM
NORTH EUSTON HOTEL, THE ESPLANADE, FLEETWOOD, FY7 6BN**

Present: Ms M Dowling, Chair
Dr T Naughton, Clinical Chief Officer
Dr P Benett, GP and Elected Clinical Member
Dr V G Chandrasekar, GP and Elected Clinical Member
Dr K Greenwood, GP and Elected Clinical Member
Dr A Janjua, GP and Elected Clinical Member
Dr J Panesar, GP and Elected Clinical Member
Mr P Olive, Lay Member (Governance)
Dr I Stewart, Secondary Care Doctor
Mr K Toole, Lay Member (PPE)
Mr A Harrison, Chief Finance Officer
Mr P Tinson, Chief Operating Officer

In Attendance: Mrs P Bowling, Corporate Affairs/Governing Body Secretary
Ms C Lewis, Head of Quality

85/17 **Apologies for Absence**

Dr F Guest, Dr T Johnson, Dr T Marland and Mrs J Aldridge

86/17 **Welcome and opening remarks**

The Chair opened the meeting and thanked members of the public for their attendance. The Chair advised that this was a meeting held in public and not a public meeting and any questions arising from the meeting papers or subsequent discussion would be invited later in the agenda. Questions were also welcomed in writing or via the CCG's website.

The Chair was pleased to report that the CCG's Review of the Year had been published and would be launched at the Annual General Meeting on Thursday 21 September. The Chair referred to a number of other topical matters - the CCG has been involved in the production of a Directory of Services which was an excellent universal directory of over 3000 health and community services available across Fylde and Wyre. As winter approaches, the Chair offered a timely reminder about the flu vaccination programme. This week, the CCG is supporting National Eye Health Week 2017, to educate people about the importance of eye health and to help prevent avoidable sight loss. Almost 2 million people are living with sight loss and more than half of sight loss can be avoided.

Finally the Chair was pleased to announce that Dr V G Chandrasekar had been selected as a finalist in the 'GP of the Year' category of the Blackpool Gazette Best of Health Awards. Over Wyre Medical Centre also had two of its staff nominated: Jane Green for the Unsung Hero Award and Elaine Blundell for the Nurse of the Year award. The winners will be announced at an awards ceremony on Thursday 21 September.

87/17 **Any other matters of urgent business**

There were no other matters of urgent business.

88/17 **Declarations of interest**

There were no declarations of interest relating to items on the agenda.

89/17 **Healthier Fleetwood**

The Chair welcomed Dr Janet Johnson, GP at Mount View Practice, and David Gore, Communications Officer for Healthier Fleetwood to the meeting to speak about Healthier Fleetwood, an initiative to connect the community to encourage better physical and mental health by promoting and getting involved in projects, groups and events. Members were informed how social prescribing is at the centre of the therapeutic work of the Mountview Primary Mental Health Team where all patients are introduced to the concept of Healthier Fleetwood and its benefits. Patients are encouraged by GPs and other health professionals to engage with the website and in one or more of the activities.

Healthier Fleetwood acts as a hub for groups and communities to share projects, activities and events taking place in the area and has launched its own projects such as:

- Fleetwood Garden buddies helping to connect isolated residents:
- Y active physical fitness programmes
- Young Chef Challenge which supported the benefits of nutrition and learning among school pupils.

Dr Mark Spencer, GP at Mount View Practice has been pivotal in gaining support for the initiative and driving it forward with support from Karen Boylan, Practice Manager.

Kevin Toole advised that he had attended the initial meeting and since then had been impressed by how motivated the people of Fleetwood were to get involved. It was suggested that other areas could benefit from this approach and replicate the model in other neighbourhoods in Fylde and Wyre.

Discussion took place on measurable outcomes. Dr Johnson advised that there was soft intelligence to demonstrate a positive impact on attendances at the GP surgery and good rates of success in terms of recovery from mental health.

The Chair thanked Dr Johnson and Mr Gore for their interesting and informative presentation and offered the assistance of the CCG in measuring improvements in outcomes.

90/17 **Minutes of the previous meeting of the Governing Body held on Tuesday 23 May 2017**

The minutes of the meeting of the Governing Body held on Tuesday 23 May 2017 were agreed as a correct record, subject to amendment to item 72/17 to read ‘...it was hoped to replicate the very successful ‘Healthier Fleetwood’ initiative across the *Fylde Coast* via the Vanguard programme.

91/17 **Matters Arising and Action Points**

There were no matters arising and all actions were noted to be complete.

P Tinson made reference to the presentation and discussion on New Models of Care and confirmed that this work remained on target. In terms of the development of an overall commissioning plan encompassing all Fylde coast, ACS and STP priorities, it was reported that due to a delay in completion of the Fylde coast Local Delivery Plan an expanded version of the CCG’s commissioning plan with additional narrative would be uploaded to the CCG’s website.

92/17 **Chair’s Report**

The Chair presented her report and drew attention to key points contained therein which included an update on the Sustainability and Transformation Partnership (STP), the Joint Committee of CCGs (JCCCGs) and the Fylde Coast Accountable Care System (ACS). An overview was provided on the discussion at a recent Governing Body Development Session on the CCG’s savings delivery plan for 2017/18. The Chair was also pleased to report that

she had recently visited the Over Wyre Medical Centre to view the new extension which opened in June 2017.

The Governing Body noted the content of the report.

93/17 **Report of the Clinical Chief Officer**

Dr Naughton presented the report and drew attention to following key points contained therein. The second joint annual Fylde Coast NHS health event and Annual General Meeting was due to be held on Thursday 21 September 2017 at the Blackpool Sixth Form College. Attention was drawn to the item on the agenda regarding the Multi-specialty community provider (MCP) Alliance Agreement. Updates were also provided on the development of an Accountable Care System (ACS) across the three Fylde coast NHS organisations and the engagement exercise around the proposals to relocate Kirkham and Wesham health services.

The Governing Body noted the content of the report.

94/17 **Report from the Council of Members**

Dr Greenwood advised that the Council of Members continued to have robust debate and deliberations on matters relating to the business of the CCG and recommended to the members, the summary of key issues extracted from the Council of Members meeting minutes of 11 July 2017.

The Governing Body noted the content of the minutes of the Council of Members meetings held on 11 July 2017.

95/17 **2030 Vision for Health and Care**

P Tinson drew attention to a number of key areas from the report including developments within 'Episodic Care', the Multi-speciality Community Provider (MCP), the Lancashire and Cumbria Alliance Innovation Test Bed (LCIA) which was showcased at the recent NHS Expo event and the Whyndyke Garden Village Healthy New Town. An update was also provided on the reporting and governance arrangements in place to support assurance and oversight of projects and focus on the achievement of the CCG's financial savings target for 2017/18.

A comment was made regarding the lower than targeted number of patients recruited to the Test Bed and it was considered that this could be associated with the lower than expected number of referrals to the Extensive Care Service (ECS). It was confirmed that further work on case finding for the ECS was being carried out.

In response to a question about the benefits to patients of the Pharmacy+ Clinic Service, Dr Panesar advised that Lancaster University were carrying out an evaluation study. It was reported that the numbers of patients attending the service was increasing with a steady state of about 300, 95% of whom would have gone to see their GP if the service was not available. Patient satisfaction feedback on the service was very good.

The Governing Body approved the content of the report and approved the rate of progress being made across the commissioning projects.

96/17 **Performance Dashboard**

Members received the report which provided a summary of current performance and activity across Fylde and Wyre CCG including key issues and actions.

P Tinson highlighted areas of performance concerns including A&E waiting times, ambulance response times, referral to treatment times (% patients on incomplete pathway waiting less than 18 weeks), diagnostic waiting times and cancer 62 day waits. For each of

the areas of concern, issues and actions taking place to improve performance were highlighted.

Attention was drawn to performance against the 4 hour A&E target. A great deal of attention was being paid to improving performance and achieving a target of above 85% with the aim of achieving 90% by the end of the calendar year. It was noted that a number of patient awareness campaigns were planned including communications around flu vaccinations, a refresh of the A&E campaign and the new Extended Access Service.

C Lewis highlighted performance against the quality indicators including C. difficile, A&E 12 hour decision to admit breaches and mortality. With regard to C Difficile, it was reported that whilst the current position was in excess of the corresponding 2017-18 trajectory value, a robust post-infection review system was in place including identification of any cases deemed avoidable or due to lapses in care.

Discussion took place regarding GP referrals. The total number of GP referrals had gone up slightly compared to the same period the previous year, however, more referrals were being deflected to tier 2 services. Dr Naughton highlighted the need to continue to communicate with GPs the need to avoid unnecessary referrals to secondary care. This message was being supported by Governing Body GPs visiting practices to discuss referral patterns.

Concern was expressed regarding the failure to achieve the cancer 62 day wait targets and Dr Janjua explained that it could be due to small numbers or complex cases. It was agreed that the CCG would seek the root cause analysis of those cases not meeting the pathway and bring back information to a future Governing Body meeting.

Action: P Tinson

Dr Stewart drew attention to Delayed Transfers of Care and the removal of the 'patient snapshot' measure by NHS England and its replacement with a more representative measure. P Tinson advised that the local wider-health system was benefiting from the work around Delayed Transfers of Care and further information would be received by the Clinical Commissioning Committee at its next meeting.

It was noted that the Governing Body had received more detailed performance information from NWAS, however, the data was subject to further analysis.

The Governing Body noted the content of the report and endorsed the actions being taken subject to the receipt of additional information regarding the failure to meet the 62-day cancer waits and further analysis of the performance data received from NWAS.

97/17 **Lancashire and South Cumbria Sustainability and Transformation Partnership (STP)**

The Chair introduced this item and Dr Naughton highlighted the key points from the papers on the development of shared decision making for the Joint Committee of CCGs and the proposed new STP governance arrangements. It was noted that both the Chair and the Clinical Chief Officer were the FWCCG representatives on the Joint Committee of CCGs. Reference was made to previous discussions by the Governing Body at a development session and the CCG's response to the Chair of the JCCCG.

The organisations making up the Lancashire and South Cumbria STP had established eight workstreams with the expectation that these would bring forward proposals requiring collective decision making by commissioners. The Governing Body was invited to approve the proposed delegated decisions across four of the STP workstreams during 2017/18 and to note that further delegations were likely to be requested in future around the remaining workstreams.

In response to a request for an update on progress regarding the provision of a Lancashire-wide stroke service, P Tinson agreed to circulate a copy of the timeline.

Action: P Tinson

K Toole acknowledged the work done to agree the guiding principles and was pleased with the emphasis on the principle of 'people and patients come first'. Clarification was sought as to whether decisions made by the Joint Committee of CCGs would be in line with individual CCG schemes of delegation and if the joint committee was sighted on the financial framework. A Harrison advised that the Chief Executive Officer of Mersey Internal Audit Agency was involved with the STP to ensure that the governance arrangements were sound and agreed to contact him to ensure that the Audit Committee was supportive of the decision making powers. A comment was made that before actions relating to the second tranche of workstreams begin, results and outcomes must be received on the actions from the first four workstream areas.

Dr Greenwood proposed that the Council of Members be updated on progress on this so that they are aware of decisions delegated on their behalf.

The Governing Body agreed to:

- **Note that the Joint Committee of CCGs was established by the Lancashire and South Cumbria CCGs in December 2016 to facilitate effective and defensible shared decision making in support of the STP.**
- **Note the expectations of national regulators for the evolution of shared decision making in this fast-track STP.**
- **Consider and approve the requested delegations for joint decision-making through the JCCCG for 2017/18, as described in Appendix 1 of the paper on shared decision making, subject to the comments above and those already made to the STP regarding delegations and financial framework.**
- **Note that further delegations are likely to be requested in future around areas described in Appendix 2 of the paper on shared decision making but the priority for Fylde and Wyre CCG was to see these workstreams being timetabled and developed into a series of proposals for action by the Joint Committee of CCGs**
- **Request that the JCCCGs reviews and strengthens the STP guiding principles for decision-making.**
- **Note that CCG leaders have agreed to produce a Commissioning Development Strategy during the autumn of 2017 and this will be presented to Governing Bodies in due course**
- **Support a revised Governance structure for Lancashire and South Cumbria STP, subject to consideration of comments previously made by the CCG to the STP.**

98/17 **Alliance Agreement for the development of the Fylde and Wyre Multi-speciality Community Provider (MCP) Model**

P Tinson presented the Alliance Agreement which had been developed to outline the agreed objectives and principles and detail the relationship between the partners of the Leadership Team. Each member organisation was seeking approval via their internal governance processes in preparation for signing the agreement by the end of September 2017. It was noted that Fylde and Wyre CCG should be included in the list of organisations in paragraph 1.

The Governing Body:

- 1) **noted the contents of the report**

- 2) approved 'sign off' of the Alliance Agreement as a partner of the MCP; and
- 3) delegated authority to the Chair to agree any non-significant changes to the Agreement for ratification by the Governing Body at a subsequent meeting

99/17 Patient and Public Engagement Report

C Lewis presented the report updating the Governing Body on the CCG's patient and public engagement activity. The annual 360 degree stakeholder survey commissioned by NHS England had been published on the CCG's website. The data showed that the CCG had continued to perform well against the national average and any variation in trends were consistent with the national picture. As part of NHS England's VP3 support, the Fylde coast was supporting a programme of community engagement work entitled 'Empowering People and Communities', a neighbourhood approach to improving health and wellbeing.

K Toole commended the CCG on its support of the engagement exercise around the proposals to relocate Kirkham and Wesham health services to a new building on the Wesham site under the leadership of A Harrison, Chief Finance Officer. Support for the Guinness World Record attempt continued with a proposal that the event take place in July 2018 commensurate with the national NHS 70th anniversary celebrations. Attention was also drawn to the outcomes of the 2017 national GP patient survey. 86% of respondents rated their experience of visiting a GP surgery in Fylde and Wyre as very good which was slightly above the national average.

The Governing Body noted the content of the report and commended the Communications and Engagement Team on the quality of the report and high standard of the work carried out.

100/17 Financial Update

A Harrison presented the key headlines and advised that the CCG had met its key financial duties at month 04 (July 2017), however, achievement of the QIPP target remained a challenge. The financial performance of the CCG's main providers was also provided and the key risks highlighted.

In response to a question about the assured contract with Blackpool Teaching Hospitals NHS Trust, members were informed that by the time of the next meeting the CCG would be in a better position to judge if an assured contract would be agreed.

The Governing Body noted and approved the financial position at month 04.

101/17 Organisational Development Plan

C Lewis presented the updated Organisational Development Plan, on behalf of Kate Hurry, Head of Communications and Engagement. It was noted that the process for ongoing monitoring and implementation of the plan had been refined recently with the monthly Organisational Development Forum proactively managing the plan and supporting the organisation's need for workforce development and resilience.

A Harrison added that as the health organisations on the Fylde coast moved into an Accountable Care System there could be more joint working and organisational development across a broader platform.

The Governing Body noted the content of the report.

102/17 Emergency Planning Resilience and Response (EPRR) – Annual Assurance 2017/18

C Lewis explained that the National NHS Assurance Process required assurance from CCGs regarding Emergency Planning Resilience and Response (EPRR) and set out the EPRR requirements. The CCG's self-assessment statement was proposed as 'substantial'.

The Governing Body complimented Nick Medway, Senior Integrated Governance Manager, on this piece of work. Members were advised that following the recent cyber attack Nick prepared a post incident de-briefing report, on behalf of the Fylde coast CCGs, which was commended by NHS England and shared nationally as a model of good practice.

The Governing Body:

- 1) **approved the Statement of Compliance evidencing the self-assessment compliance level as SUBSTANTIAL and approved the FWCCG EPRR work plan;**
- 2) **approved the updated FWCCG EPRR Policy and FWCCG Business Continuity Plan;**
- 3) **noted and agree the reviewed Blackpool Teaching Hospitals EPRR Statement of Compliance and Improvement plan.**

103/17 QUESTIONS FROM THE PUBLIC

Gemma Jackson, Chair of the Patient Partnership Group (PPG) at the Thornton Practice, asked about the flu vaccination programme and the role of GP practices and pharmacies in delivering the vaccine and expressed concern about potential wastage. Dr Naughton thanked the PPG for their recent efforts in raising awareness of the flu vaccination in the local supermarket and advised that Public Health England were aiming to maximise uptake of the flu vaccine by organising delivery through community pharmacies as well as GP Practices. Dr Naughton suggested that the PPG invite a representative of Public Health England to their next PPG meeting to explain the process and K Toole undertook to add this as an agenda item at the next PPG Chairs meeting.

Allan Slater, member of the public, spoke of the Children and Young People's Panel referenced in the PPE update report and concurred with the difficulties in engaging with the youth in society and suggested using the websites of the various local colleges and schools. K Toole noted and thanked Mr Slater for his comments.

David Baxter, a member of the public with an interest in patient cancer care, commented that it was good to hear of the work of the Clinical Commissioning Group and to have an opportunity to comment, albeit there were not many members of the public in attendance. Mr Baxter said it was enlightening to hear of the engagement of patients and the public in the Healthier Fleetwood initiative and supported the suggestion of receiving more information on measures of improvement.

104/17 Minutes of meeting to be received:

- (a) Quality Improvement, Governance and Engagement Committee – 27/6/17
- (b) Finance and Performance Committee – 27/6/17
- (c) Clinical Commissioning Committee – 4/7/17
- (d) Primary Care Commissioning Committee – 20/6/17
- (e) Lancashire Health and Wellbeing Board – 20/6/17 and 7/8/17
- (f) Healthier Lancashire & South Cumbria – Joint Committee of CCGs (draft minutes) - 6/7/17

The Governing Body reviewed and noted the contents of the minutes.

105/17 Date and time of next meeting:-

- Tuesday 21 November 2017
- 1.00pm
- CCG Offices, Derby Road, Wesham.