

## Partnership Board meeting in public

<b>Title of Paper</b>	Minutes of the 26 <sup>th</sup> September Partnership Board meeting in public		
<b>Agenda Item</b>	5	<b>Date of meeting</b>	28 <sup>th</sup> November 2019
<b>Exec Lead</b>	Roshan Patel, Chief Operating Officer, HLOW Partnership of CCGs		
<b>Author</b>	Leonora May, Governance and Committee Officer		

<b>Purpose</b>	For Decision	X
	To Ratify	
	To Discuss	
	To Note	

<b>Executive Summary</b>	
<p>The minutes of the Partnership Board meeting held in public on 26<sup>th</sup> September 2019 are presented for discussion and decision.</p>	
<b>Recommendations</b>	<p>The Partnership Board are asked to:</p> <ul style="list-style-type: none"> <li>• Consider whether the minutes of the meeting reflect an accurate record and, if so, to approve them.</li> </ul>

**Partnership Board\* Meeting (public)**  
**Thursday 26<sup>th</sup> September 2019 11:00**  
**Octagon room, Ferneham Hall, Osborn road, Fareham PO16 7DB**

**Members present**

<b>Name</b>	<b>Role</b>
Peter Cruttenden	Chair of the Partnership Board**
Ros Hartley	Executive Director of Strategy and Transformation, HIOW Partnership of CCGs
Sara Tiller	Managing Director, Fareham & Gosport and South Eastern Hampshire CCGs
Barbara Rushton	Clinical Chair, South Eastern Hampshire CCG
Alison Smith	Managing Director, IOW CCG
Carole Truman	Non Executive Director, HIOW Partnership of CCGs
Judy Venables	Non Executive Director, HIOW Partnership of CCGs
Margaret Scott	Non Executive Director, HIOW Partnership of CCGs
David Chilvers	Clinical Chair, Fareham & Gosport CCG
Ed Palfrey	Secondary Care Clinician, HIOW Partnership of CCGs
Roshan Patel	Chief Operating Officer and Director of Finance, HIOW Partnership of CCGs
Julia Barton	Executive Director of Quality and Nursing, HIOW Partnership of CCGs
Nicola Decker	Clinical Chair, North Hampshire CCG

**Others in attendance**

Ann Cooper	Deputy Director of Governance, HIOW Partnership of CCGs
Leonora May	Governance and Committee Officer, HIOW Partnership of CCGs (minutes)
Steve Cummins	Governance Manager, North Hampshire CCG
Peter Bibawy	Clinical Chair, North East Hampshire and Farnham CCG
Ruth Colburn Jackson	Managing Director, North East Hampshire and Farnham CCG
Andrew Whitfield	Clinical Director, HIOW Partnership of CCGs
Jane Cole	Director of Operational Finance and deputy Managing Director, IOW CCG
Elizabeth Ward	Deputy Director of Integrated Commissioning, North Hampshire CCG

**Apologies received from:**

Maggie Maclsaac	Chief Executive Officer, HIOW Partnership of CCGs
Zara Hyde Peters	Managing Director, North Hampshire CCG
Michele Legg	Clinical Chair, IOW CCG
Fiona White	Executive Director of People and Development, HIOW Partnership of CCGs

All governing bodies were confirmed as being quorate.

**1. Welcome and introductions**

The Chair welcomed members, attendees and members of the public to the meeting. Apologies were noted as above.

**2. Conflicts of interest**

The register of interests was noted and no verbal declarations were made.

**3. Our year so far 2019/20**

The Managing Director for Fareham & Gosport and South Eastern Hampshire CCGs and the Executive Director of Strategy and Transformation, HIOW Partnership of CCGs gave a

presentation to the Partnership Board and to members of the public outlining progress made and challenges faced against achieving aims and priorities.

Key themes of the presentation included:

- Quality, Performance and money
- Implementing models of care
- People, systems and Partnership
- Challenges-, including pressure in hospitals and Primary Care
- Making a difference in Fareham & Gosport and South Eastern Hampshire-, including improving urgent care and changing care models.

#### 4. Questions from the public

Five members of the public were present at the meeting and the following questions were asked:

**Question:** Are you doing enough to let the public know about the changes you're making? For example, patients resent not being able to see their own GP and don't understand why.

**Response:** Patient and public engagement is a top priority for Fareham & Gosport and South Eastern Hampshire CCGs and teams are looking at doing lots more- we know more work is needed for people to understand new service offerings and different routes. Patients will now have access to their own records alongside general practice teams which will offer more consistency for patients.

[Ed Palfrey, Secondary Care Clinician HIOW Partnership of CCGs left the meeting]

**Question:** Will the evolution of collaborative working across HIOW allow for more work with voluntary sector organisations?

**Response:** Colleagues are keen on finding solutions with voluntary sector partners- we need to make more use of the voluntary sector in the future, because past experience tells that this leads to good outcomes. There is a Partnership working group who are looking at how we can do this.

**Question:** How do you judge value for money?

**Response:** We look at performance, quality and money in detail on a regular basis. Once we have awarded a contract, we continue to work with providers to monitor the quality of service actually delivered.

The SHIP 8 CCGs Priorities Committee also looks at value for money. Prior to the meeting, we received a question from a member of the public asking **if the CCG has stopped commissioning certain treatments on the basis that they are of low clinical value, even though none of the treatments are considered to be so by NICE, and does the CCG Board agree that commissioning policy on these treatments should comply fully with current NICE guidelines.** The NHS will never say we don't commission something, it is about priorities. The Priorities Committee considers value for money and the ethical framework in making its decisions, alongside the NICE guidelines and what we learn through patient engagement. All patients have the chance to submit an individual funding request for treatment- the SHIP 8 CCGs website provides guidance on this, to view the 55 active statements, the ethical framework and individual funding request forms.

<http://www.fundingrequests.ccsu.nhs.uk/clinical-commissioning-groups-hampshire/policies-guidance-ccgs-hampshire/>

#### 5. Minutes of the meeting held in public on the 25<sup>th</sup> April 2019

The Partnership Board:

- **Agreed that the minutes of the Partnership Board meeting held in public on the 25<sup>th</sup> April were an accurate record of the meeting.**

#### **6. Action tracker**

##### **The Partnership Board:**

- **Noted the action tracker with no actions carried forward from the last meeting.**

#### **7. Report on Chairs' actions since the last meeting**

The Clinical Chairs' reported they were content that the procurement process for wheelchair services by Fareham & Gosport CCG and South Eastern Hampshire CCG (With Portsmouth CCG) was thorough and equitable. Based on the outcomes of the tender evaluation, it was recommended to award a five year contract with a two year optional extension period to AJ Mobility Limited.

##### **The Partnership Board:**

- **Noted the action taken by Clinical Chairs' on behalf of the Governing Bodies, and**
- **Ratified the procurement on the wheelchair service for Fareham & Gosport CCG and South Eastern Hampshire CCG (with Portsmouth CCG).**

#### **8. Governing Body Assurance Framework**

The Governing Body Assurance Framework was presented to the Board to offer an opportunity to review strategic risks which could prevent CCGs from achieving objectives. The Partnership Board considered whether the risks were articulated correctly and the scores appropriately reflected the severity and likelihood.

The Remuneration Committees in Common had reported that the risk score of 16 for item 5 (delivering our People Plan) should be reviewed for possible reduction, given the progress made against the people plan within the year to date. The Executive Director of people and Development would review this. **Action:** Executive Director of People and Development.

The Committees had also reported that resource was becoming challenging- it was questioned whether enough resource was available within the current year to ensure all transformation work could be undertaken. The Non Executive Director for Primary Care, HIOW Partnership of CCGs commented that it was increasingly difficult to recruit Primary Care staff, though this wasn't explicit on the Governing Body Assurance Framework. A clinical workforce risk did appear on the quality risk register, but this needed to connect with the Governing Body Assurance Framework. **Action:** Executive Director of Quality and Nursing and Executive Director of People and Development.

##### **The Partnership Board:**

- **Agreed that item 5 should be reviewed, and**
- **Approved key risks as part of the Governing Body Assurance Framework, and**
- **Noted the controls and mitigations in place.**

#### **9. EU Exit**

The Managing Director, Fareham & Gosport and South Eastern Hampshire CCGs presented the EU Exit update report which outlined the nationally and locally identified risks and key actions the CCGs were taking.

It was noted that Portsmouth and South Eastern Hampshire CCGs had worked with the HIOW Local Resilience Forum on a risk specific to the area regarding transport around the Portsmouth International Ferry Port and potential increased traffic of HGV's.

It was important that the CCGs were engaging with local MPs regarding EU Exit plans that were in place to mitigate risks. The Managing Director, Fareham & Gosport and South Eastern Hampshire CCGs would check that the Local Resilience Forum was escalating this information. **Action:** Managing Director, Fareham & Gosport and South Eastern Hampshire CCGs.

**The Partnership Board:**

- **Noted the contents of the EU Exit update paper.**

**10. Workforce Race Equality Standard report 2018/19**

**The Partnership Board:**

- **Noted the contents of the Workforce Race Equality Standard report, including the action plan and timelines.**

**11. Quality, Performance and Finance update**

The Executive Director of Quality and Nursing, HIOW Partnership of CCGs gave a summary of the proceedings of the Quality, Performance and Finance Committee meeting held on the 19<sup>th</sup> September 2019 and asked the Partnership Board to agree the recommendation concerning reporting and escalation from Partnership Board sub-committees.

The outcome of the Isle of Wight NHS Trust Care Quality Commission (CQC) report- The trusts rating had improved from “inadequate”, to “requires improvement”. Services which required further improvement were mental health (inadequate), acute medical care, community mental health and older persons mental health. It was agreed that the action plan arising from the IOW CQC report would be brought back to the public meeting on the Isle of Wight on 28<sup>th</sup> November 2019. **Action:** Governance.

Performance- The Partnership Board noted that Urgent and Emergency Care services across the HIOW were under significant pressure.

Finance- All CCGs were forecasting financial balance within agreed control totals at month 5- CCGs were achieving 84% of their QIPP targets with a forecast achievement of 93% at year end. It was important to note that there was a lot of unmitigated financial risk, especially with the pending CAMHs investment. It would be a challenge to deliver QIPP savings and address risks within systems- decisions on additional investments would need to be made soon.

It was requested that high level financial tables were included within the Quality, Performance and Finance report in the future. **Action:** Executive Director of Quality and Nursing.

Terms of reference- Clarity on reporting and escalation to the Partnership Board from sub-committees where agenda items overlapped would be helpful to avoid duplication or things being missed. It was important that the Partnership Board was clear, for example, which sub-committee would report on Primary Care quality.

The Partnership Board agreed to a review of reporting and escalation from Partnership Board sub-committees. It was suggested that Chairs/ representatives from each committee should get together to work through this.

**The Partnership Board:**

- **Noted the report,**
- **Agreed to a review of reporting and escalation from Partnership sub-committees, and**
- **Agreed that it would be helpful to include a high level financial table within the report in future.**

**The meeting closed at 12:40**

\*'The Partnership Board' is the name given to the Governing Bodies of Fareham and Gosport CCG, Isle of Wight CCG, North Hampshire CCG and South Eastern Hampshire CCG meeting as committees-in-common, together with representatives of the North East Hampshire and Farnham CCG Governing Body.

\*\*'Chair of the Partnership Board' includes the role of Convenor of the four Governing Bodies meeting as committees-in-common.

DRAFT