

Strategic Collaborative Commissioning Committee Meeting

Group members	Amanda Bloor (Chair) Dr Alistair Ingram Dr Vicky Pleydell Debbie Newton Dr Mark Hayes Rachel Potts Simon Cox Dr Phil Garnett Adrian Snarr Bernard Chalk
Apologies	Alan Wittrick
In Attendance	Janice Sunderland Anna Walters-Holliday Angela Wood Rebecca Bowen Helen Mortimer Richard Dalby Barbara Lyon Michaela Golodnitski Mary Skelton (Secretariat)
Date	Thursday 14 th February 2013 York Eco Centre, Amy Johnson Way, Clifton Moor, York, YO30 4AG

No.		Action Lead
1.	<u>Apologies</u> As noted above	
2.	<u>Minutes of the meeting held on 13 December 2013</u> ACTION: All CCG'S are required to review the minutes in detail to highlight any inaccuracies and inform the secretariat of this meeting in order to amend and enable all CCG's to present to their individual Shadow Governing Body meetings.	COO'S
3.	<u>Matters Arising</u> <u>Individual Funding Request (IFR) Panel</u> <i>Janice Sunderland attended on behalf of Gill Fox for this agenda item.</i> The IFR team received a number of applicants for Doctors to sit on the panel. The applicants were from all the CCG areas, including 3 from VOY, 3 from SR, 2 from HRW and 1 from HaRD. Although it was considered that enough applicants had applied, It was noted that ideally the IFR team would like an additional applicant from HaRD. The LMC had also been involved and encouraged to provide applicants.	

The IFR panels would involve a physical meeting and there would be 2 separate panels covering SR/VOY and HRW/HaRD.

Following discussions, a number of issues were highlighted with regards to the decision making, working practice and cost implications for the CCG's. Training needs of panel members were discussed including media training.

ACTION: A briefing is to be provided for all CCG's detailing all the issues above. The briefing should include timescales for recruitment and training plans, along with the list of applicants for CCG review.

Telehealth

Following on from actions agreed at the last meeting regarding Telehealth, the following was confirmed:

- VOYCCG has been reviewing their low/medium risk patients on Telehealth support and a paper will be presented to their Shadow Governing Body for approval.
- HRW sought feedback from patients using the Telehealth service which was mixed in response, however they would like to continue to explore potential Telehealth models and a paper will be submitted to their Shadow Governing Body for approval.
- SR: are prepared to continue with service
- HARD: wished to continue and explore using a wider range of assistive technology in a wider remit to support urgent care

Action:

All five NY CCGs would meet with Tunstall on 19 February 2013 to discuss the contract status.

Agreeing Host and Lead Commissioner Arrangements

A discussion took place with all CCG leads on hosting contract arrangements for certain areas of the North Yorkshire and York PCT area.

The following was agreed regarding lead contracting arrangements

- TEWV would be hosted by HRW.
- YAS and Leeds Teaching Hospital would be hosted by HaRD.
- VACCU would be hosted by SR .

Arrangements were agreed for contract management within the SR and HRW/HaRD CCGs as there were currently 2 separate contracts – these will continue.

Capacity and clarity on the exact portfolio and operational model of VACCU was discussed. Concerns were addressed regarding capacity of the unit and how staff would link into CCG strategy.

Gill Fox

4.	<p><u>Risk Share Agreement</u></p> <p>The Committee held a discussion around the risk share agreement.</p> <p>ACTION: The risk share agreement would incorporate final amendments following agreement of lead contracting arrangements. CFOs were to action urgently</p>	CFO'S
5.	<p><u>Personal Health Budgets</u></p> <p>This agenda item had been deferred to the next meeting as the personal health budgets were not available for the rescheduled date of this meeting.</p> <p>ACTION: The secretariat to include Personal Health Budgets on the next agenda</p>	Mary Skelton
6.	<p><u>Out of Hours Update</u></p> <p>The North Yorkshire CCGs had made a decision to halt the current procurement.</p>	
7.	<p><u>NHS 111 Update and NHS 111 Directory of Services Maintenance</u> <i>Janice Sunderland, Angela Wood, Anna Walters-Holliday, Rebecca Bowen in attendance.</i></p> <p>NHS 111 Update Anna Walters-Holliday updated the group on the current status of NHS 111. It was noted that there was a planned soft launch on 5 March 2013, subject to resolving clinical governance issues and NHS 111 planned to launch officially on 19 March 2013. It was noted that there were still issues to be resolved with regards to the future management of the Directory of Services (see below) and 3rd party referrals were not currently available at present. Training for Providers and Practices was currently taking place</p> <p>ACTION: Bernard Chalk (HaRD) queried the Risk Log for NHS 111 and requested to review and provide clarification on who was responsible for the risks. Anna Walters-Holliday to provide information to all.</p> <p>Directory of Services Maintenance Rebecca Bowen updated the group on the details provided in the NHS 111 Directory of Service Managed Service paper. The proposed plan would be for the CSU to provide a managed service for their NHS 111 Directory of Service. A discussion took place to clarify the split between the Commissioner responsibility and the Provider responsibility. It was noted that the CSU would charge a flat rate of £15,982 per CCG to provide this DoS maintenance service. The deadline for decision was 15 February 2013 due to the strict national timescale on governance issues. This proposal was AGREED by all CCG's.</p>	Anna Walters-Holliday

	<p>It was noted that there was some concern regarding the full cost being picked up by the CCG's, as the Local Authority and Area Team commissioned services that were part of the NHS 111 Directory of services. The Committee requested that Area Team representative attend the next meeting to clarify these arrangements</p> <p>ACTION: Invite Matt Neligan and Julie Warren from Area Team to discuss NHS 111.</p>	<p>Chair Mary Skelton</p>
8.	<p><u>Vulnerable Adults and Children's Commissioning Unit (VACCU)</u></p> <p>Helen Mortimer updated the group on the progress already achieved in setting up the Vulnerable Adults and Children's Commissioning Unit (VACCU). It was highlighted that the workforce transition was in its final stages with 61 out of the 72 posts having been filled, including appointment to the post of Head of Mental Health.</p> <p>ACTION: VACCU Structure to be provided to all CCG's</p> <p>One of the key areas of progress was governance which had proved to be challenging in order to meet the requirements of the collaborative CCG's and their statutory duties from 1 April 2013. Agreement was needed on whether VACCU provided both a commissioning and contracting function,; a split arrangement between services e.g CHC and Mental Health or only commissioning.</p> <p>ACTION: Helen Mortimer and Adrian Snarr to arrange to meet all CCG leads to discuss agreement. The CCGs agreed in principle that Mental Health contracting function would be out with the remit of the VACCU</p> <p>The urgent priorities listed in the briefing paper were agreed by the Committee, however timescales and financial consequences were requested for each. It was noted that financial risk from the PCT closedown of the CHC Team needs to be investigated.</p> <p>ACTION: Standing Item for Agenda, update paper required for the next meeting on the areas listed above.</p> <p>Adrian Snarr expressed confidence that the unit would be established and would meet the specifications of the CCGs.</p>	<p>Helen Mortimer</p> <p>Helen Mortimer Adrian Snarr</p> <p>Helen Mortimer</p>
9.	<p><u>Specialist Breaks for Children</u></p> <p>The paper for Training and Education for Short Breaks Service was presented to the group, provided by Helen Billson from CSU. The recommendation to re-procure this service with support from the CSU was AGREED by the group for 1 year. It was agreed that a review of the requirements moving forwards in relation to outcomes from the service and local need would be reviewed by the VACCU.</p>	

10.	<p><u>Specialist Pharmacy Services</u></p> <p>Following on from the letter received from Geoff Day with regards to help to secure the provision of Specialist Pharmacy Services for 2013/14; a decision had been made to AGREE to this for 1 year only.</p> <p>ACTION: Amada Bloor to respond to Geoff Day on behalf of all the CCG's informing of the group decision.</p>	Amanda Bloor
11.	<p><u>Treatment Advisory Recommendations</u></p> <p>It was agreed that the process for agreeing recommendations from the NY wide Treatment Advisory Group would be through a meeting with all 4 NY CCG prescribing leads. Any issues would be raised through SCCC.</p> <p>ACTION: Amanda Bloor to email all Prescribing Leads for all 4 CCG's and Sonia Snowdon to inform of decision.</p>	Amanda Bloor
12.	<p><u>Y & H CCG Responsibilities for commissioning home oxygen</u></p> <p>Leeds PCT had sent round a proposal that a Leeds CCG led on behalf of all Yorkshire and the Humber CCGs on the Air Products home oxygen contract.</p> <p>It was agreed this would be discussed with the Humber CCGs to agree a collective area team footprint view.</p>	
13.	<p><u>Palliative Care Funding Review Project</u> <i>Barbara Lyon attended for this agenda item</i></p> <p>Barbara Lyon updated the group on the Palliative Funding Review Project. This project was sponsored by the Department of Health to gather information from services to enable development of a tariff based payment for end of life and palliative care to improve quality.</p> <p>As some CCGs had end of Life care as a local priority area, access to data was requested. Barbara agreed to check whether data could be shared</p> <p>ACTION: Agenda item - Barbara Lyon to attend June 2013 meeting to update on the progress.</p>	Mary Skelton
14.	<p><u>Continuation of the Stroke Association Communication Service</u> <i>Michaela Golodnitski attended for this agenda item</i></p> <p>Michaela Golodnitski requested the CCG's agree to continue funding for the communication service as part of a region wide strategy to support quality and equity in the post acute care of stroke patients.</p> <p>Following discussion the Committee agreed to continue the existing level of funding, but declined increasing the funding.</p>	

15.	<p><u>CCG on Call/NY LRF</u></p> <p>There would be a requirement for the Area Team to provider Category 1 response on call arrangements. CCGs have no statutory responsibility for Category 1 response, but may be required to support.</p> <p>There will be a CCG local on call rota with CCGs across North Yorkshire and the Humber for 6 months and then this will be reviewed as it is not considered to be an essential requirement by the CCGs.</p>	
	<p>Any Other Business</p> <p>A discussion took place with regards to the time given to discuss agenda items fully for this meeting and it was decided that the meeting should run from 10:00 – 17:00 following the monthly LMC Meeting.</p> <p>ACTION: The Secretariat to amend the meeting bookings to a full day and book venue for each meeting. . All changes should then be sent to all Members informing of the changes.</p>	Mary Skelton
	<p><u>Date of Next Meeting</u></p> <p>Thursday, 14 March 2013 10:00 14:00</p> <p>York Eco Centre, Amy Johnson Way, Clifton Moor, York, YO30 4AG</p>	