

NHS Dorset Clinical Commissioning Group Governing Body

Matters Arising

Part One

Report of the Chair on Matters Arising from the Minutes from Part One of the NHS Dorset Clinical Commissioning Group Governing Body meeting held on 20 November 2013.

1. Purpose

To report to the Governing Body on any matters arising from the draft minutes of the last Governing Body meeting.

2. Recommendation

That the Governing Body notes this report and directs any action it sees fit.

3. Background Information

This report covers all outstanding action points contained in the minutes and is required in order that the Governing Body can be satisfied that all action points in the action column have either been done, are being done or will be done in accordance with the timescale contained in the minute, if any.

4. Minutes

4.2 Amendment to the minutes:-

9.3.9 Insert the word 'Associate' prior to Medical Director.

9.5.4 Insert 'PCT' prior to Statement of Involvement.

CGL - Actioned

7. Chief Officer Update

7.6 The 'Keogh' report had now been published and this would require consideration going forward.

TG - The recommendations from the Keogh Report on Emergency and Urgent Care will be taken into consideration as part of the Clinical Services Review planned for 2014.

8. Delivery

8.1 Performance Report

- 8.1.3 Members noted the position with SWAST performance. The Chief Officer asked the Governing Body members to provide examples of any issues they wished to be taken up with SWAST in regular dialogue and contract meetings.

***All* - action**

- 8.1.4 The Governing Body directed the Chief Finance Officer to provide more DHUFT information within the next Performance Report.

PV - The Performance Report now includes section relating to the key performance exceptions relating to Dorset Healthcare University NHS Foundation Trust contracts.

- 8.1.6 The Governing Body noted the red indicators for Cancelled Operations. The Chief Finance Officer advised that this was due to a small number that were not being managed. The Governing Body directed the Director of Quality to provide further information.

SR - Actioned

8.2 Quality Report

8.2.6 Research

- 8.2.6.1 The Locality Chair for Poole North requested clarification of the CCG's position on research activity. The Director of Quality agreed to pick this issue up separately outside of the meeting.

SR - Whilst the CCG fully supports research activity being undertaken, this should generally not have any financial impact on the CCG. All research activity being undertaken within the CCG area is subject to governance checks, managed on behalf of the CCG by Salisbury NHS FT. Any research that may potentially have financial implications for the CCG should be considered by individual CCPs and subsequently the CCC so that informed decisions can be made in respect of funding.

8.3 Finance Report

- 8.3.4 There was concern regarding the CHC forecast-overspend and the impact that this would have on fast tracking. The Director of Service Delivery was directed to investigate and report on the issue.

JP - The Director of Service Delivery can confirm that fast track approvals are verified within 2 hours, options for consideration are provided within 4 hours for consideration by the individual or family. This process is commissioned by us from Marie Curie, it is therefore not impacted on by pressures in other parts of the service.

- 8.3.6 The Governing Body directed the Chief Finance Officer to provide more detail for the next meeting regarding how money is spent on Urgent Care Hubs and the impact of that expenditure on other pressures.

PV - The Finance Report now includes an update on spend to date relating to the Urgent Care Hubs.

- 8.3.7 The Chief Finance Officer confirmed that as the CCG workforce had now been established, there would be a review to ensure the appropriate levels of staffing in all areas.

PV - Suggested that Directors are tasked to review their portfolios and staffing requirements during Quarter 4 to 31 March 2014.

8.6 Proposed Changes to the Remuneration Committee Terms of Reference

- 8.6.3 As a result of further NHS guidance, approval would only be required for 'special' severance payments beyond the normal statutory or contract requirements. The word 'special' would be added to the Terms of Reference.

CGL - Actioned

- 8.6.4 The Governing body **approved** the Report of the Governing Body Secretary on the Proposed Changes to the Remuneration Committee Terms of Reference in respect of special severance payments.

CGL - Actioned

9. Wider Healthcare Issues

9.1 Update on the NHS Constitution

- 9.1.3 The Director of Quality was directed to provide a copy of the supporting report to the Secondary Care Member.

SR - Actioned

12. Any Other Business

- 12.1 The Governing Body approved the Chair's proposal for Paul French, Locality Chair for East Bournemouth, to be appointed to the Audit and Quality Committee.

CGL - Actioned