

**Minutes of the Executive Committee, meeting held on**  
**4 July 2018 at West Offices, York**

**Present**

Phil Mettam (PM)	Accountable Officer
Michelle Carrington (MC)	Executive Director of Quality and Nursing
Dr Kev Smith (KS)	Director of Primary Care and Population Health
Michael Ash-McMahon (MAM)	Acting Chief Finance Officer
Denise Nightingale (DN)	Executive Director of Transformation, Complex Care and Mental Health

**In Attendance**

Jo Baxter	Executive Assistant
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*The agenda was discussed in the following order:*

**STANDING ITEMS**

**1. Apologies**

There were no apologies.

**2. Declaration of Interests**

There were no Declarations of Members' Interest in relation to the business of the meeting. All declarations were as per the Register of Interests.

**3. Minutes from the previous meeting**

The minutes of the Executive Committee held on 20 June were approved.

**4. Action Tracker/Matters Arising From The Minutes**

The Action Tracker was updated by the Committee.

**Contenance Prescribing and Safety**

Work had commenced on the benchmarking exercise however concerns had been raised that further resource would be required to complete the task as the whole pathway needs addressing. Laura Angus, Lead Pharmacist would be asked to provide full details of the task and resource required.

## **Free Style Libre**

The committee discussed the update from Laura and agreed to the continuation of the commissioning statement for all eligible patients until September. A full review would then take place when more detailed audit information was available.

It was hoped that patient numbers would not exceed the original approval of 50, however the Committee agreed that no cap would be set on the number until the review had taken place.

*MAM left the meeting*

## **CORPORATE**

### **5. Continuing Health Care (CHC) Dispute Resolution Policy**

DN presented the new dispute resolution policy for CHC which had been developed following a recent case involving City of York Council and the CCG.

The committee approved the policy noting that consideration would also need to be given to a similar policy with North Yorkshire County Council and East Riding of Yorkshire Council in due course.

### **7. Serious Incident, Incidents and Concerns Policy Update**

The committee approved the policy which had been amended to reflect changes in the national Never Events guidance, changes to the CCG incident reporting system and changes to the Midwifery Local Supervisory Authority.

### **8. North Yorkshire Mental Health and Learning Disabilities Strategic Partnership**

DN presented the Terms of Reference for the North Yorkshire Mental Health and Learning Disabilities Strategic Partnership. It was noted that DN would attend the meeting and feedback to the Committee. Progress would be reviewed in October to include a stocktake of contracts.

### **9. Medicines Commissioning Committee Recommendations**

The committee approved the June recommendations from the Medicines Commissioning Committee.

### **10. Transforming Care Partnerships CYC Bid for NHS Capital Funding**

MC & MAM provided brief details of a possible NHS England capital grant towards the City Of York Council costs in building a centre of excellence for Children & Young People with disabilities/autism/challenging behaviours. The centre would

offer access to short breaks and intensive family support and would in part replace The Glen. The CCG was not expected to contribute to the cost however endorsement of the grant application had been requested.

The committee agreed that MAM and Susan De Val, Commissioning Specialist would explore the matter further including any implications from endorsing the application and bring back to the Executive Committee.

## **BUSINESS CASES AND COMMISSIONING STATEMENTS**

### **11. Cholecystectomy, Haemorrhoidectomy and Bunions Commissioning Statements**

The committee approved the commissioning statements which were a further alignment of commissioning thresholds between Vale of York CCG and Scarborough & Ryedale CCG.

### **12. Cholesterol Management in Primary Care**

KS briefed the committee on the background to the proposed pilot which was part of the overarching Healthy Hearts programme aiming to reduce the number of people dying from cardiovascular disease in the Vale of York by at least 10% in the next five years.

The proposal was to undertake a pilot with a single practice to establish the clinical and financial impact of switching patients with poorly controlled cholesterol to a more effective statin treatment.

The committee discussed the proposal and supported the pilot with the stipulation that a large practice should be used to ensure sufficient data was available to review. A stocktake of the results would be taken in March 2019.

### **13. Positive Behavioural Support – Transforming Care Partnership**

The committee noted the update from DN on the positive behavioural support pilot for transforming care partnership and learning disabilities across North Yorkshire CCG's and Vale of York CCG.

The funding for the pilot provided by NHS England under the Transforming Care Partnership would cease at the end of 2018 and support would be sought for its continuation and expansion through a detailed paper in due course.

#### **14. Dementia Case Finding**

DN outlined the proposal which requested support for a key practice Business Intelligence lead to undertake training for EMIS practices to help them understand the complexities of running the toolkit and ultimately improve system dementia coding.

The committee supported a non-recurrent offer at band 7 to support the system for up to 30 hours in total to undertake the training required. DN to provide feedback in due course.

*FB and MAM joined the meeting*

#### **15. Extension of the Proactive Health Coaching Programme**

FB presented the paper which provided a review of the Proactive Health Coaching Service provided by Health Navigator UK under a Randomised Control Trial to the patient population of the CCG.

Under the terms of the current scheme, FB advised the committee that under the terms of the contract, Health Navigator should reimburse the CCG for predicted savings that were unable to be evidenced through reduced usage of health services. This equated to approximately £100,000 for 2016/17. The paper summarised a number of options to consider on how the reimbursement amount could be utilised however the committee agreed any reimbursement from the scheme should go back into children's services – as agreed at Finance and Performance Committee (June 2018).

Given the data presented in the paper showing a statistically significant reduction in non-elective admissions and AE attendances for the intervention group, the committee then discussed the future of the scheme and how numbers could be increased and mainstreamed to optimise impact. The committee asked FB to explore an earlier roll out with Health Navigator and to bring a business case re options for extending the scheme to a future meeting. FB would take this forward with MAM.

*Post meeting note 18.7.18*

*DN advised that since the last meeting, Tees, Esk and Wear Valleys NHS Foundation Trust had been offered up to £100,000 for this year for ADHD and Autism assessment waiting list reductions.*

## **6. Support for Jorvik practice cover for student registration**

Following a recent CQC inspection of the Unity practice, the CQC would be applying conditions to their licence which would restrict them from registering any new patients until the condition was removed.

MAM presented the paper which outlined the support requirements of Jorvik Gillygate practice to provide services to any York University students requiring registration over the summer whilst Unity had a closed list.

The committee discussed the estimated costs (£18,113) and agreed the payment was reasonable and realistic in recognition of the additional administration burden. This would be the worst case scenario costing as actual costs could vary subject to how the registered patient numbers were calculated for each affected practice.

## **FINANCE AND PERFORMANCE UPDATE**

### **16. Finance Update**

The committee noted a detailed finance update had been discussed at the Finance and Performance Committee the previous day. NHS England had verbally provided positive feedback on the latest version of the Financial Recovery Plan and it was hoped acceptance of the plan would be confirmed shortly.

The committee held a discussion around the next System Transformation Board agenda, PM stressed the importance of having financial results under Aligned Incentives Contract to review at the meeting.

## **ASSURANCE AND RISK**

### **17. Issues of Assurance Framework and/or risk register**

There were no updates to report.

### **AOB**

#### **Joint Commissioning Proposal**

Approval had been sought and agreed (accordingly to the Scheme of Delegation) for the Joint Commissioning Proposal produced by Elaine Wyllie, Wybeck Associates Limited. The invoice had now been received in line with the approval and the committee ratified the decision.

## **Serious Case Review – Children’s Safeguarding Barrow-in-Furness**

MC advised the committee that a serious case review would be taking place into the death of a child out of our area who had spent some time in Cambrian Children’s Services before her death.

**Next meeting Wednesday 18th July**