

Northern, Eastern and Western Devon
Clinical Commissioning Group

DRAFT Minutes of the Northern Locality Clinical Board held on: 10 July 2013

Held at Crown Yealm House, South Molton from 14.00 – 16.00

Minute's number: NL10.07.13.04

Present: Dr Chris Bowman (Vice-Chair), Caroline Dawe (Managing director – northern locality), Kevin Wheller (Locality chief finance officer), Barbara Jones (Head of contracting), Dr Darunee Whiting (GP), Mark Elster (Locality patient safety and quality manager), Dr Tim Chesworth (GP), Frances Williams (Communications lead – northern and eastern), Richard Croker (Head of Medicines Optimisation, Northern and Eastern Localities), Andrew Kingsley (Lead for healthcare acquired infection), Hugh Groves, (Chief finance officer), Kirsty Priestley –(senior public health analyst).

Apologies: Dr John Womersley (Chair), James Wright (Head of commissioning), Lorna Collingwood-Burke (Deputy chief nursing officer), Alex Aylward (Non-Executive member, CCG governing body), Dr Duncan Bardner (GP), Tracey Polak (Consultant public health – Devon County Council), Dr Stephen Miller (GP),

Minutes: Ruth Carter (Business and governance manager)

Section 1

Opening business

1. Welcome, Sign in, register of interests and apologies

Dr Chris Bowman chaired the meeting and welcomed both board members and three members of the public in attendance. Attendees were requested to sign in and also to declare any new interests or conflicts of interest with the agenda for this meeting. No new interests or conflicts of interests declared. Apologies were noted as above.

2. Patient Story – Exercise for Health

This month's patient story was inspired by recent changes to the falls care pathway and features a physiotherapist talking about exercises provided in Northern Devon for patients who are at risk of a fall (strength and balance classes). The physiotherapist widens the topic and also talks about cardiovascular exercise classes provided for patients who are recovering from illnesses related to the heart. It also features a patient, who takes part in these cardiovascular exercise classes for his recuperation, talking about exercise for health and the benefits of this.

3. Chair update and previous minutes of the Board meeting held on 12th June 2013

Dr Chris Bowman updated the board on information related to the Partnerships board which he attends on behalf of the locality; these meetings will be open for the public to attend from October 2013.

The minutes from the Board meeting held on the 12th June 2013 were agreed as accurate and all actions were completed. The minutes were signed as an accurate record of the meeting.

4. Locality Managing Directors Report

Caroline Dawe, managing director of the northern locality, presented her report for information. Key items included;

- **Engagement event with Torridge and North Devon District Councils** - Next steps include producing a summary of what care closer to home means to start the conversation with patients and the public, we will launch this in July. We are also developing a proposal of how health can link into existing communities to take forward local discussions on how communities can develop services in line with care closer to home.
- **Transforming Torrington Together** -The Northern Locality has worked with Northern Devon Healthcare Trust to determine how we can set up a test for change pilot. Next step - It is proposed that the test of change pilot commences in September with a review in March 2014 to evaluate.
- **Patient Transport Services** - The Western Locality will have a different transport provider to that in the Northern and Eastern localities which is NSL.
- **Urgent Care Forum** - The action plan will cover primary care, data and metrics/dashboard, financial flows including 70%/ 30% emergency Payment by Results review, acute, out of hours and care homes and social care community.
- **Section 251 and data flows** - CCGs will review their local arrangements to ensure that any risk stratification being conducted on their patients' data is done so in ways consistent with the new legal environment.
- **Map of Medicine** - it has been agreed to continue funding Map of Medicine through use of monies from the referral management team and non-health budget funding. This will not impact on localities budgets in 2013/14. Further work will now be taken forward on producing an options appraisal on the longer term needs of the CCG in relation to pathways of care.

Locality Board Report

5. The integrated governance report has been re-named the Locality Board Report to save confusion with similarly named minutes of other meetings. This report provides a holistic overview of performance within the locality; it includes assurance reports on key risks, updates from contracting, performance, patient safety and quality, prescribing and communications, it is presented to the board for information and understanding of key topics within these areas.

Caroline Dawe introduced the report and highlighted a positive turn in performance data in relation to ambulance handovers and A&E performance (June data – not included in report) which need to be shown to be sustainable. The report details data from May.

Mixed sex accommodation – Northern Devon Healthcare Trust have agreed to review their male / female split of patients.

A list of service specifications for work throughout the year has been drafted and sent to Northern Devon Healthcare Trust for their comments and feedback. This will then link into the contract.

Patient Safety and Quality

Mark Elster congratulated the Northern Devon Healthcare Trust on a double victory after being named category and overall event winners at the national Advancing Healthcare Awards (AHA). The Trust's stroke therapy team, based at North Devon District Hospital, was nominated for its Early Supported Discharge (ESD) and VISTA project. The team won the

category for 'Improving quality: measuring and demonstrating impact' before claiming the overall prize ahead of 120 other contenders.

The safeguarding adults and the safeguarding children sections of the report were referred to. Mark also introduced Andrew Kingsley to the board; Andrew is the Lead for healthcare acquired infection and will be based at Crown Yealm House.

The serious incidents part of the report was referred to; two incidents were closed during May.

Finance

Kevin Wheller spoke to the content of the finance section of the report, figures within the report are one month behind due to the timing of the board against the release of the latest figures. The figures from month two show an overspending position, awaiting the detail to understand the breakdown of these reports further. The contract was signed last week with Northern Devon Healthcare Trust. Contract baseline - there was a meeting in June to scope work and draft terms of reference.

Contracting

Barbara Jones spoke to the contracting elements of the report. Contracting is looking at Bristol activity to assess if the correct split occurred with specialist commissioning. Early warning measures are required regarding elective activity; this could be number of referrals or waiting times.

Action – Barbara Jones to lead this work around early warning measures.

Prescribing

Richard Croker spoke to the prescribing data; data is reported three months behind currently reporting April data. The budget for prescribing was set according to last year's outturn; this is still to be confirmed and will be available for the September board.

Communications

Fran Williams spoke to the communications and engagement report. There is ongoing communications and engagement activity within the Northern locality of the CCG; the team continue to provide press management and advice to the locality, communications support such as planning, and development of the CCG website and intranet. The intranet will be available once technical development has been completed. The GP contact for the northern locality will be Dr John Womersley and Ruth Carter who will be responsible for updating the information on staff pages for the locality.

6. Break (optional). Not taken.

General Business

7. Diabetes Flash Report

Dr Chris Bowman spoke to the diabetes flash report. Figures indicate that around 8% of the NHS budget is spent on diabetes with the expectation that it will rise to around 13% in the next five years due to increasing obesity and an aging population. Focus needs to be on prevention to manage this within current budgets. A structured education programme is now being rolled out for newly diagnosed type 2 diabetics through suitably trained Practice Nurses and the Specialist Nursing Team. There is a concern that not all surgeries will have adequate nursing resource to provide the programme. There is a higher than average incidence of amputations in diabetic patients across the south west although there has been a reduction in the number of complex amputations locally. Planning and development of a diabetic foot action plan is currently underway. Diabetic foot ulcer codes have been added to

the wound pathway, an audit will be completed in general practice in time. The clinical pathway group is keen to have patient engagement at their next meeting.

Public Questions

12. Written questions from the public

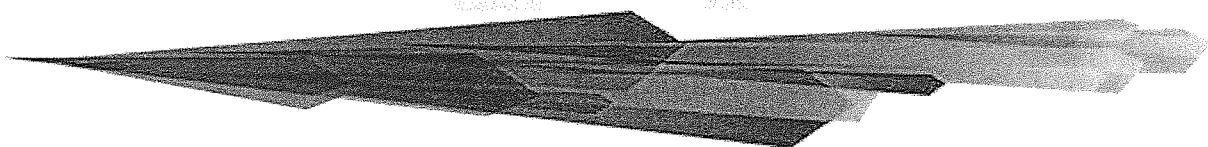
There were no questions submitted prior to the board from members of the public on this occasion. The Chair decided to allow questions from the public in the room, no questions were asked.

Closing business

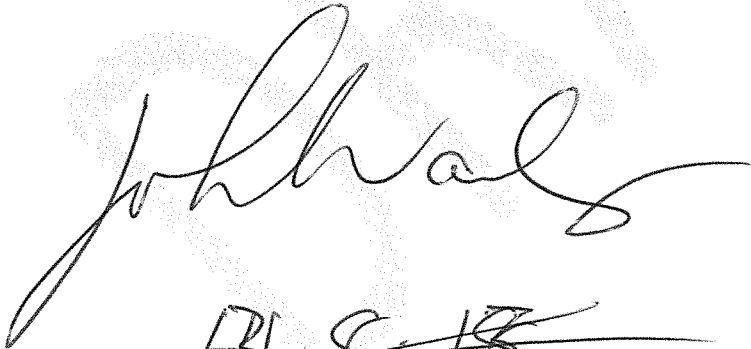
13. Date and time of next meeting

The next Northern locality meeting open to the public for attendance is to be held on the 14th August 2013 from 14.00 – 17.00 and will be held at Crown Yealm House, Pathfields Business Park, South Molton.

Section one of the meeting closed at 15.00



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