

Draft minutes of the Governing Body meeting held on 20 May 2020

Microsoft Teams Video Conference meeting

Part A

Present	
Dr Asad Ali	Co-Chair / GP Member <i>**Chaired meeting**</i>
Dr Christine Ahmed	GP Member – Starting Well
Dr Kate Hebden	GP Member – Primary Care
Dr Tim Hendra	Secondary Care Consultant
Ms Karen Huntley	Lay Member for Public and Patient Involvement
Dr Vinny Khunger	GP Member – Primary Care
Mr Steven Pleasant	Accountable Officer, NHS Tameside and Glossop CCG and Chief Executive, Tameside Metropolitan Borough Council
Ms Carole Prowse	Lay Member for Commissioning
Dr Ashwin Ramachandra	Co-Chair / GP Member – Living Well
Mrs K Roe	Director of Finance
Mr D Swift	Lay Member for Governance
Ms Clare Todd	Governing Body Nurse
In attendance	
Mrs Gill Gibson	Director of Quality and Safeguarding
Dr Jeanelle De Gruchy	Public Health Consultant
Mrs Joanne Keast	Executive Support Manager
Mrs Jayne Somerville	Personal Assistant – Note taker
Mrs Julie Speakman	Head of Executive Support
Mrs Jessica Williams	Interim Director of Commissioning and Care Together Programme Director
Apologies	

1 WELCOME AND APOLOGIES

A Ali welcomed the Governing Body members to the May meeting which was taking place virtually and in compliance with national guidance which is to Stay Alert, Control the Virus, and Save Lives. He also advised members that given it was a public meeting, the meeting was being webcast.

There were no apologies for this meeting.

2 DECLARATIONS OF INTEREST

The Governing Body **received** the Register of Interests as at May 2020.

The Chair invited colleagues to advise of any amendments to the Register of Interest over and above those already formally notified to the CCG.

It was subsequently noted that Karen Huntley, Lay Member for Public and Patient Involvement, commenced in post on 1 April 2020 and is to be added to the register.

3 CONSIDERATION OF ANY ITEMS OF URGENT BUSINESS

A Ali asked the Governing Body if there were any urgent items of business for today's meeting. No items of urgent business were put forward.

4 DRAFT MINUTES OF THE GOVERNING BODY MEETING HELD ON 29 APRIL 2020

A Ali invited the Governing Body members to comment upon the accuracy of the draft minutes of the meeting held on 29 April 2020.

The Governing Body approved the minutes of the Governing Body meeting held on 29 April 2020.

5 ACTIONS ARISING

The Governing Body members reviewed the action log:

010420: Governing Body Assurance Framework

Next iteration to include lessons learnt under each migrating factor and the effect it is having on patients – to be presented to the Governing Body at its May meeting.

It had been agreed for this item to be deferred to the June meeting.

020420: Single Risk Register to be expanded to include Covid-19 related risks.

An updated list of risks to be presented to the Audit Committee at its next meeting and subsequently to Governing Body

K Roe confirmed that work has commenced on bringing together an integrated single risk register and trying to understand the impact Covid is having on the business. She agreed to keep the Governing Body updated on progress in this respect.

The Governing Body **noted** the updates provided.

6 FOR GOVERNING BODY ACTION:

6a Integrated Finance Outturn Report – Month 12

K Roe presented the Governing Body with a jointly prepared report of the Tameside & Glossop Care Together organisations on the consolidated financial position. The report provides the economy's outturn position as at 31 March 2020 (Month 12).

She reported to the Governing Body that NHS Tameside and Glossop CCG had balanced its budgets for 2019/20. She highlighted that COVID had not become a factor until the last few weeks of the financial year and therefore did not have much of an impact on last year's budget.

K Roe advised the Governing Body that she expected budget processes to become even more challenging as the CCG begins to understand the impact of the pandemic. She highlighted the need to think innovatively, and considered it crucial to work together as a system, in identifying how best to manage these pressures and maximise the benefits that our COVID response has brought about.

The Governing Body recognised the need to meet the demand and provide the services that are required, whilst ensuring this is within the finances which are available.

The Governing Body **noted** the Tameside and Glossop Health Economy financial position for the period ending 31 March 2020.

7 COVID-19 RESPONSE:

7a Accountable Officer Update

Steven Pleasant updated the Governing Body on the work taking place across the organisation in response to the Covid-19 pandemic.

S Pleasant made reference to the unprecedented times which are being experienced and highlighted to the Governing Body the transformational changes which had taken place whilst responding to the pandemic. He advised that the workforce from both the CCG and Local Authority had moved into a very different way of working with over 1400 staff now working from home. In addition, approximately 160 staff have been redeployed into various key priority roles including providing support to the community in terms of the development of a humanitarian hub providing food, medicines and health and wellbeing

In relation to the humanitarian assistance supporting vulnerable members of the community, it was noted that over 1,700 deliveries of 2,000 food parcels had been made, feeding over 1,500 people across Tameside. The Governing Body heard how local businesses have been commissioned to support health partners, including NHS Tameside and Glossop Integrated Care NHS Foundation Trust, in providing personal protective equipment, valves for oxygen machines and material to help make PPE wear. There has also been over one million pieces of kit provided directly to care providers across Tameside the majority sourced through the Greater Manchester PPE cell.

Reference was made to the financial support of £3.2bn announced for Local Government and £1.3bn to support CCGs. It was reported that £37.7m has been paid out in relation to business grants (98% of applications received). The Governing Body recognised that there would be significant financial shortfall to the local economy as a result of the pandemic and it is intended to continually ask the Government to assist in managing this whilst working with and living with Covid.

S Pleasant highlighted to the Governing Body the amazing response in terms of Tameside and Glossop's integrated health and care system. Services have been delivered remotely where clinically appropriate, with face to face assessments taken place as required.

The Governing Body was advised that the locality is now moving out of its responsive phase and into a working with and living with Covid phase; this to be recognised as the new 'normal'.

S Pleasant advised the Governing Body of the need to evaluate what has been achieved over recent weeks in order to retain the gains of significant improvement when building back better.

S Pleasant was thanked for his update and the Governing Body were invited to raise any questions.

A Ali commended the incredible figures of support delivered by the Humanitarian Hub.

A Ramachandra commended the efforts taken by the whole health system across Tameside and Glossop, including the Community Services who have been under tremendous pressure. He also commended Primary Care colleagues who had stepped up to the challenge of converting to digital access, noting that this had rapidly increased from 10% to 90%.

A Ramachandra expressed his personal thanks to K Roe and her team in supporting the rapid building of remote working abilities which have enabled new ways of working and allowed services to keep going during this unprecedented time.

He also expressed thanks to the entire CCG team for working tremendously hard to enable services to be delivered within the shortest turnaround time.

7b Oversight of Quality during Covid-19

G Gibson presented the Governing Body with a report: *Oversight of Quality during Covid-19*.

She reported that during the Covid-19 pandemic, NHS England has advised on the quality and patient safety functions that providers and commissioners need to prioritise, and those which can be paused in the interests of focusing clinical and managerial effort on incident response.

G Gibson confirmed that the CCG's Quality team has worked with the CCG's providers to ensure they have focused and proportionate arrangements in place for quality and patient safety.

C Todd made reference to the excellent relationship the CCG has with all of its providers and considered this close working to allow any issue to be ironed out in its early stage.

G Gibson was thanked for her update and the Governing Body **noted** the content of the report.

8 APPROVED MINUTES OF COMMITTEES:

The Governing Body **received** the ratified minutes of the following Committees and **noted** their content:

8a Primary Care Committee: 1 April 2020

No comments pertaining to the minutes were raised.

8b Audit Committee: 18 March 2020

No comments pertaining to the minutes were raised.

9 ANY ITEMS OF URGENT BUSINESS

There were no items of urgent business raised.

10 DATE AND TIME OF NEXT MEETING:

The next meeting in public of the Governing Body is scheduled for Wednesday 24 June 2020.

A Ali closed the public meeting at 13:50 hrs