

<b>Date:</b>	12 October 2017
<b>Meeting:</b>	CCG Governing Body
<b>Item Number:</b>	Item 10.7
<b>Public/Private:</b>	Public <input checked="" type="checkbox"/> Private <input type="checkbox"/>

<b>Report Title:</b>
Summary Paper: Executives Meeting

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<b>GB Lead:</b> <i>(Name, Title)</i>	Liane Langdon Chief Officer
<b>Director approval/signature</b>	
<b>Date</b>	

<b>Decisions to be made:</b>
None

<b>Continue to improve the quality of services</b>	<input checked="" type="checkbox"/>	<b>Improve patient experience</b>	<input checked="" type="checkbox"/>
<b>Reduced unwarranted variations in services</b>	<input checked="" type="checkbox"/>	<b>Reduce the inequalities gap in North Lincolnshire</b>	<input checked="" type="checkbox"/>
<b>Deliver the best outcomes for every patient</b>	<input checked="" type="checkbox"/>	<b>Statutory/Regulatory</b>	<input type="checkbox"/>

<b>Executive Summary (Question, Options, Recommendations):</b>
<p>This report is to highlight to the Governing Body the issues that have recently been considered, or are currently being considered, by the Executive Team.</p> <p>The report is intended for information and noting.</p>

<b>Equality Impact</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Sustainability</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Risk</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Legal</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Finance</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

<b>Patient, Public, Clinical and Stakeholder Engagement to date</b>									
	<b>N/A</b>	<b>Y</b>	<b>N</b>	<b>Date</b>		<b>N/A</b>	<b>Y</b>	<b>N</b>	<b>Date</b>
<b>Patient:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Clinical:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Public:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<b>Other:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Summary Paper: Executive Team meetings

1. Formal meetings take place every two weeks. Membership: Chief Officer, Chief Finance Officer, Director of Nursing and Quality, Director of Primary Care, Director of Commissioning, Director of Delivery
2. The following topics have been discussed:

### August

- a. **Capped Expenditure Process (CEP)** – Discussions continue with Northern Lincolnshire & Goole NHS Foundation Trust.
- b. **QIPP Delivery update** – Agreed to be dealt with at the next Financial Recovery Board meeting.
- c. **Optimise Rx Prescribing software business case** – Option 3 was approved which involves the full accelerated implementation of Optimise Rx across North Lincolnshire Practices with immediate effect.
- d. **Transforming Care Submission** – An updated submission was received and this was formally approved. It was requested that the team develop a pathway of actions to challenge potential future financial risk in terms of very high cost placements from secure commissioning.
- e. **Primary Care Streaming** - The Execs agreed to Option 3 but stipulated there needs to be clarity of process that it has been agreed. Need agreement signing and this should be taken through the A&E.
- f. **Strategic Objectives** - a shorter sharper style was suggested for circulation to all including the lay members for comments.
- g. **Prioritisation Framework** – Discussions around the prioritisation framework continued. With a focus discussion on capacity and capability of the workforce to be reviewed. A review of work lists was to be undertaken. DK advised that the document should be used as a working document from now on.
- h. **High Impact Elective Care Programme** – The CCG had been supporting NLaG with cardiology, respiratory and gastroenterology, as these services were the priority. The commissioning team were also looking at commissioning community based services for cardiology and respiratory and looking at what the implications of that would be.
- i. **Vacancy Control Panel** – A Vacancy Recruitment form was discussed. LL clarified that NHSE had only requested confirmation that there were no vacancies for Executive Team posts or any vacancies for posts reporting directly to the Executive Team. Other posts could be discussed at the Vacancy Control Panel.

### September

- a. **Capped Expenditure Process (CEP)** - Update from NHSI North that NLaG are struggling to meet CEP – further call to take place at the end of October about their financial special measures.
- b. **QIPP Delivery update** – The Financial Recovery Board met. QIPP is nearing £3m but target is £5m year to date M5.
- c. **Financial Recovery Plan** – Has been to NHSE next draft is due 2.10.17.
- d. **Governance Review** – Jayne Brown undertaking Governance review and dates are in diary.
- e. **Capacity and Capability Review** – Ongoing.

- f. **IFR Standard Operating Procedures and Policy and Procedures documents** - The Exec Team agreed in principle but subject to MS and AL promoting at ER. Minor amendments are required to the paper prior to next Engine Room.
- g. **IFR Ratification Process** – The report was approved in principal subject to caveats.
- h. **BCF update** - Plan went in on 12th September – the document was agreed by H&WB Board but this was a different version to the one which went to NHSE and the Board – work on-going to get both back in line.
- i. **Risk Management update** - Directors should update their risks and noted that in future this meeting would discuss/challenge these risks. Directors need to be accountable for their directorate risk.
- j. **Policy update** - A reminder was sent out 24th August asking directors to review their list of policies, this is still outstanding
- k. **Feedback from Inquest** – Potentially being held on 25th, 26th and 27th October.
- l. **Equality and Diversity update** - Action plan has been updated. Starting to deliver the actions, still weak but will address by the end of the year. Now have Mindful Employer status.
- m. **Health Matters 6** – Scheduled for 4 October, which will be a series of interactive workshops.

### 3. Recommendation

That this report be noted.

**Liane Langdon**  
**Chief Officer**