

## Minutes of the Part 1 Governing Body

**Date and time of Meeting:** Friday 17 September 2021, 9:30 – 10:30  
**Venue:** Virtual Meeting - via Zoom and will be live streamed on YouTube  
<https://www.youtube.com/NHSHMRCCG>

<b>Present:</b>	
Dr Chris Duffy	CCG Clinical Chair
Mr Steve Rumbelow	Accountable Officer
Mr Jonathan Evans	Chief Finance Officer – Health and Social Care Integration
Mrs Alison Kelly	Chief Nurse / Associate Director of Quality and Safeguarding
Mr Peter Riley	Lay Member for Integrated Risk ( <i>until 10:00am only</i> )
Mrs Joanne Newton	Lay Member for Governance
Dr Bodrul Alam	Clinical Board Member
Dr Aggy York	Clinical Locality Lead – Rochdale
Dr Imran Ghafoor	Clinical Locality Lead - Heywood and Middleton
Mrs Claire Richardson	Director of Strategic Commissioning
Mrs Kuiama Thompson	Interim Director of Public Health
Mrs Denise Dawson	Lay Member for Patient and Public Engagement (Vice Chair)

<b>In Attendance:</b>	
Mrs Helen Chapman	Corporate Affairs and Governance Manager
Mrs Stacey Comer	Minutes
Mrs Pam Dickinson	Communications & Engagement Manager
Mrs Nadia Baig	Assistant Director Restoration and Recovery

<b>Apologies:</b>	
Ms Kate Jones	CEO, Healthwatch Rochdale
Mrs Karen Hurley	Director of Operations
Dr Sonal Sharma	Clinical Board Member
Dr Vijay Tandle	Secondary Care Clinician
Cllr Daalat Ali	Portfolio Holder for Healthy Lives Rochdale Borough Council

<b>Minutes ratified on:</b>
Friday 19 November 2021

<b>Public Open Forum</b>	<b>ACTION:</b>
<p>In line with Government, and NHS England guidelines regarding social distancing and meetings held in public; the CCG continues to hold meetings virtually to enable Governing Body to deliver on business and live stream to enable members of the public to watch the meeting ensuring Heywood Middleton and Rochdale patients and residents are involved.</p> <p>Today's meeting will be live streamed on You Tube and a recording will also be saved on the CCG YouTube channel for three months for any members of the public to be able to watch again.</p>	

<p>It was confirmed that since the last meeting in July 2021, the CCG has received over 50 questions. These related to various topics, including: Public Engagement, Integrated Care System, GP payments and other Covid 19 related questions.</p> <p>Following a request it was confirmed that the public questions will be shared with members.</p> <p>All questions and responses have been published on the CCG website and can be found via this link:</p> <p><a href="#">Governing Body Public Questions and Responses</a></p>	<p>HC</p>
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**SECTION 1 – GOVERNANCE**

<b>17/09/21/1.1 Apologies</b>	<b>ACTION:</b>
<p>Apologies as noted above.</p>	

<b>17/09/21/1.2 Committee Business</b>	<b>ACTION:</b>
<p>1.2.1 It was highlighted that the meeting will be streamed live. This means that members of the public can watch the meeting in real time and a recording will also be saved to the CCG YouTube channel.</p> <p>1.2.2 The Annual General Meeting (AGM) will take place following this meeting and will also be live streamed.</p> <p>1.2.3 <b>The Governing Body agreed to note the verbal update provided.</b></p>	

<b>17/09/21/1.3 Declarations and Register of Interests</b>	<b>ACTION:</b>
<p>1.3.1 Members were reminded of their obligation to declare any interest they may have which might conflict with the business of Heywood, Middleton and Rochdale Clinical Commissioning Group.</p> <p>1.3.2 Declarations declared by members are listed in the CCG’s Register of Interests. The Register is available either via the Corporate Affairs and Governance Manager or the CCG website at the following link: <a href="#">Declarations of Interest Register</a></p> <p>1.3.3 The Chair requested any declarations of interests relating to today’s agenda.</p> <p>1.3.4 None were received.</p> <p>1.3.5 <b>The Governing Body agreed to note that there are no declaration of interest received.</b></p>	

<b>17/09/21/1.4 Minutes of the CCG Governing Body Meeting held on 16 July 2021</b>	<b>ACTION:</b>
1.4.1 The minutes of the meeting on Friday 16 July 2021 were agreed as a true and accurate record.	

<b>17/09/21/1.5 Matters Arising / Action Log</b>	<b>ACTION:</b>
1.5.1 The action log was reviewed and updated.	

<b>17/09/21/1.6 Use of Chairs Actions</b>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
1.6.1 It was noted that no Chairs Actions have taken place since the last meeting.	
1.6.2 <b>The Governing Body noted that no Chairs Actions have taken place.</b>	

<b>17/09/21/1.7 Chair's Report</b>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
1.7.1 The Chairs report was provided.	
1.7.2 Members were asked for any comments or questions. None were received.	
1.7.3 <b>The Governing Body noted the content of the report provided.</b>	

**SECTION 2 – ITEMS FOR DECISION**

*Due to requiring a decision item 3.7 Emergency, Preparedness, Resilience and Response (EPRR) Update has been moved to Section 2 – Items for Decision.*

<b>17/09/21/3.7 Emergency, Preparedness, Resilience and Response (EPRR) Update</b>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
3.7.1 The content of the report was outlined.	
3.7.2 It was highlighted that the CCG is a category 2 responder working closely with partners.	
3.7.3 The Core Standards were issued in July 2021 and following a self-assessment the CCG have been declared fully compliant. The CCG are required to formally submit this in October 2021 therefore a further update will be provided at the January 2022 meeting.	NB
3.7.4 The North East Sector Health Economy Resilience Group (HERG) meets on a quarterly basis and it was noted that there was a	

communications exercise which took place on 13 May 2021.	
3.7.5 Members were asked to note the update provided and approve the EPRR Core Standards assurance rating for HMR CCG.	
3.7.6 Discussions took place and it was noted this item should have been on the agenda under Section 2 – Items for Decision.	
3.7.7 Members were asked for any comments or questions. No further discussions took place.	
3.7.8 <b>The Governing Body agreed to note the content of the report and approve the EPRR Core Standards assurance rating for HMR CCG.</b>	

### SECTION 3 – ITEMS FOR DISCUSSION

17/09/21/3.1 Quality and Safeguarding Report	ACTION:
<b>Declaration of Interest:</b> None	
3.1.1 The report was shared with members for information.	
3.1.2 Support is being provided to Care Home staff particularly as we move towards mandatory vaccination and winter pressures.	
3.1.3 Members were asked for any comments or questions.	
3.1.4 It was noted that there has been an increase in safeguarding issues which the Safeguarding Team are responding to promptly. The importance of keeping the service local was emphasised.	
3.1.5 Concerns were raised that the numbers are continuing to increase and are becoming more complex.	
3.1.6 A question was raised regarding Mediscan and whether there have been any cases of harm to patients. Assurance was provided that no significant harm has been caused to patients.	
3.1.7 The suspension has been extended until the end of November 2021.	
3.1.8 <b>The Governing Body agreed to note the content of the report.</b>	

17/09/21/3.2 Performance Report	ACTION:
<b>Declaration of Interest:</b> None	
3.2.1 The content of the report was outlined.	
3.2.2 There are a number of challenges against the standards due to the effect of Covid 19. Waiting lists continue to increase which is impacted by an increase in activity.	
3.2.3 To improve the position wherever possible patients are being treated by other providers to try and release capacity in the hospitals.	

<p>3.2.4 Across GM the “While you Wait” process is being implemented which will ensure that GPs have as much information as possible regarding current waiting times.</p> <p>3.2.5 During July attendance at Accident and Emergency and the Urgent Treatment Centre was unusually high.</p> <p>3.2.6 An increase in Mental Health referrals has been noted and current activity is higher than the levels recorded pre Covid 19.</p> <p>3.2.7 There has been an improved trajectory for the Serious Mental Illness (SMI) Health Checks which is a positive.</p> <p>3.2.8 Members were asked for any comments or questions.</p> <p>3.2.9 Feedback was provided that the infographic at the start of the report is very useful and informative, however it was noted that the colour of the font makes it difficult to read. It was agreed that this will be reviewed.</p> <p>3.2.10 A question was raised regarding expected timeframes when we will likely see some improvement and recovery. Confirmation was provided that active work is taking place with providers to ensure as much activity is taking place as possible, but that it is difficult to give patients an exact position of where they are on the waiting list.</p> <p>3.2.11 It was noted that there has started to be a reduction in the number of patients waiting more than 52 weeks.</p> <p>3.2.12 Further clarity was also provided that increase in activity over the summer has been a factor in the levels of improvement not being demonstrated.</p> <p>3.2.13 Concerns were raised regarding children not meeting their developmental milestones and it was noted that work is taking place to improve this position and that a further update will be provided at the next meeting.</p> <p>3.2.14 <b>The Governing Body agreed to note the content of the report.</b></p>	<p>NB</p> <p>NB</p>
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17/09/21/3.3 Corporate Risk Register and Assurance Framework	ACTION:
<b>Declaration of Interest:</b> None	
<p>3.3.1 The content of the report was outlined.</p> <p>3.3.2 Following mitigating actions there are 2 risks that continue to have a score of 16 or more. These are:</p> <ul style="list-style-type: none"> <li>• Escalating waiting times for autism assessment (children aged over 5 years)</li> <li>• System impact of increased waiting times for treatments as a result of delays caused by the COVID 19 pandemic</li> </ul> <p>3.3.3 It was confirmed that in relation to the waiting times for autism</p>	

<p>assessment an informal recovery action plan has been agreed with Pennine Care NHS Foundation Trust (PCFT). GM funding has also been agreed to support the position and quality assurance and oversight of Waiting List is in place.</p> <p>3.3.4 Since the last report two new risks have been included:</p> <ul style="list-style-type: none"> <li>• Continuity of Quality, Safety and Safeguarding function after the ceasing of the Clinical Commissioning Group (CCG) in April 2022</li> <li>• Covid 19 Health Inequalities</li> </ul> <p>3.3.5 Members were asked for any comments or questions.</p> <p>3.3.6 Concerns were raised regarding the waiting times for autism assessments and clarity was provided that work is taking place to ensure that wherever possible these assessments take place.</p> <p>3.3.7 Discussions took place regarding the issue of wearing masks at these appointments and getting an appropriate balance between safety and the wellbeing of the child.</p> <p>3.3.8 A query was raised regarding the scoring of risks and it was confirmed that the scoring is dependent on the impact on an individual in the long and short term.</p> <p>3.3.9 <b>The Governing Body agreed to note the content of the report.</b></p>	
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17/09/21/3.4 Finance Report	ACTION:
<b>Declaration of Interest:</b> None	
<p>3.4.1 The content of the report was outlined.</p> <p>3.4.2 It was highlighted that the overperformance reported to year end relates to the hospital discharge programme as the funding is retrospective, therefore it is anticipated that the CCG will breakeven for H1 (April – September).</p> <p>3.4.3 There has been a slight increase regarding Mental Health, particularly in relation to beds.</p> <p>3.4.4 Prescribing tends to see a reduction over the summer months and therefore it is expected that this will breakeven.</p> <p>3.4.5 The Quality, Innovation, Productivity and Prevention (QIPP) of £1.6 million is on track with £1.3 million being achieved to date.</p> <p>3.4.6 Guidance is expected any time for H2 (October – March).</p> <p>3.4.7 Discussions took place regarding the current position and it was noted that if we were not under Command and Control and were using Payment by Results (PbR) there would be some significant variances.</p> <p>3.4.8 <b>The Governing Body agreed to note the content of the report.</b></p>	

<b>17/09/21/3.5 Functions Update</b>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
3.5.1 Item deferred.	

<b>17/09/21/3.6 System Development – ICS and Locality Construct Update</b>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
3.6.1 The content of the report was outlined.	CR
3.6.2 It was noted that there is a typo in section 10 that will be amended to HMR CCG rather than Oldham CCG.	
3.6.3 Progress continues to develop the Shadow System Board and Rochdale is well aligned to the GM expectation and the national Integrated Care System (ICS) developments.	
3.6.4 Regionally Amanda Doyle has been appointed as Regional Director for the North West. Raj Jain has retired as Chief Executive Officer at the Northern Care Alliance and his replacement is Owen Williams, who is expected to commence in role in December 2021.	
3.6.5 It was noted that the end of the report includes a number of links that relate to the guidance and information that has been received to date.	
3.6.6 Members were asked for any comments or questions.	
3.6.7 It was highlighted that it is reassuring to know that Rochdale are on the right track, however it is anticipated that there will be some challenges regarding delegations.	
3.6.8 The Integrated Commissioning Board (ICB) will operate alongside the Shadow System Board as we build the shadow arrangements.	
3.6.9 <b>The Governing Body agreed to note the content of the report.</b>	

*Item 3.7 Emergency, Preparedness, Resilience and Response (EPRR) Update requires a decision and is therefore noted under Section 2 – Items for Decision.*

**SECTION 4 - REPORTS PROVIDED FOR INFORMATION ONLY  
(INCLUDING SUB-COMMITTEE UPDATES)**

<b>17/09/21/4.1 Clinical and Professional Advisory Panel (from 29 June 2021 meeting)</b>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
4.1.1 Members were asked for any comments or questions on the report. No further discussions took place.	
4.1.2 <b>The Governing Body agreed to note the content of the report.</b>	

<b>17/09/21/4.2 Quality and Safeguarding Committee</b> <i>(from 20 August 2021 meeting)</i>	<b>ACTION:</b>
<b>Declaration of Interest:</b> None	
4.2.1 Members were asked for any comments or questions on the report. No further discussions took place.	
4.2.2 <b>The Governing Body agreed to note the content of the report.</b>	
<b>17/09/21/4.3 Patient and Public Engagement Committee</b> <i>(from 10 June and 12 August 2021 meetings)</i>	<b>ACTION:</b>
<b>Declaration of Interest:</b> None	
4.3.1 Members were asked for any comments or questions on the report. No further discussions took place.	
4.3.2 <b>The Governing Body agreed to note the content of the report.</b>	
<b>17/09/21/4.4 Locality Engagement Group (LEG)</b> <i>(from 14 September 2021 meeting)</i>	<b>ACTION:</b>
<b>Declaration of Interest:</b> None	
4.4.1 A verbal update was provided.	
4.4.2 At this week's meeting a useful presentation was received regarding long Covid 19. It was noted that discussions took place regarding managing this and the services in place to ensure that in Rochdale we are as proactive as possible.	
4.4.3 A second presentation was provided relating to babies provided by the Health Visitor Team.	
4.4.4 In addition to this, discussions took place regarding concerns relating to the mandatory vaccination of staff and those who also attend care homes. Concerns were raised regarding a lack of vaccination impacting on patient care and it was clarified that the guidance is clear that the emergency treatment of a patient would override the need for a vaccination certificate.	
4.4.5 The general issues regarding diagnostics particularly in terms of postponement of non urgent blood tests was discussed and concerns were raised regarding this creating a difficulty when managing patient care.	
4.4.6 <b>The Governing Body agreed to note the verbal update provided.</b>	
<b>17/09/21/4.5 Integrated Commissioning Board</b>	<b>ACTION:</b>
<b>Declaration of Interest:</b> None	
4.5.1 Members were asked for any comments or questions on the report. No further discussions took place.	

4.5.2 The Governing Body agreed to note the content of the report.	
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<b>17/09/21/4.6 Primary Care Commissioning Committee</b> <i>(from 10 September 2021 meeting)</i>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
4.6.1 Item deferred.	

<b>16/07/21/4.7 Primary Care Commissioning Committee Ratified Minutes</b> <i>(from 11 June 2021 meeting)</i>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
4.7.1 Members were asked for any comments or questions on the report. No further discussions took place.	
4.7.2 The Governing Body agreed to note the content of the report.	

**SECTION 5 - ANY OTHER URGENT BUSINESS**

<b>17/09/21/5.1 Any other Business (AOB) –</b>	<b>ACTION:</b>
<b>Declaration of Interest: None</b>	
5.1.1 No items were discussed.	

**OTHER USEFUL LINKS:**

- [RBC - Health, School and Care Overview and Scrutiny Committee minutes](#)
- [RBC - Health and Wellbeing Board](#)
- [NHS HMR CCG and RBC Integrated Commissioning Board](#)
- [NHS HMR CCG Primary Care Commissioning Committee](#)
- [NHS HMR CCG Patient and Public Engagement Committee](#)

**DATE AND TIME OF NEXT MEETING**

**Date:** Friday 19 November 2021  
**Time:** 9:30 – 10:30  
**Venue:** Virtual via Zoom