

## AGENDA

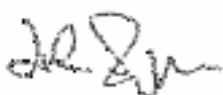
<b>Meeting Title</b>	Governing Body Annual General Meeting 2021/22	<b>Date</b>	Wednesday 8 September 2021
<b>Chair</b>	Dr John Pepper	<b>Time</b>	1:00pm
<b>Minute Taker</b>	Corporate PA	<b>Venue/ Location</b>	Via Microsoft Teams

NHS Shropshire, Telford and Wrekin Clinical Commissioning Group Governing Body is holding an Annual General Meeting on behalf of the following legacy organisations which were dissolved on 31<sup>st</sup> March 2021: NHS Shropshire Clinical Commissioning Group and NHS Telford and Wrekin Clinical Commissioning Group. Annual Reports and Annual Accounts can be accessed here: [https://www.shropshiretelfordandwrekinccg.nhs.uk/publication\\_type/annual-reports/](https://www.shropshiretelfordandwrekinccg.nhs.uk/publication_type/annual-reports/)

Or for hard copies or other formats please contact: [stwccg.communicationsteam@nhs.net](mailto:stwccg.communicationsteam@nhs.net)

A=Approval R=Ratification S=Assurance D=Discussion I=Information

Reference	Agenda Item	Presenter	Purpose	Paper	Time
GB-21-09.052	Introduction and Apologies	John Pepper	I	Verbal	1:00
GB-21-09.053	Members' Declarations of Interests	John Pepper	I	Enclosure	
GB-21-09.054	Minutes and matters arising from previous AGM meetings held in common on 11 November 2020 of: <ul style="list-style-type: none"> <li>NHS Shropshire CCG Governing Body;</li> <li>NHS Telford and Wrekin CCG; Governing Body for noting.</li> </ul>	John Pepper	I	Enclosures	
GB-21-09.055	Annual Reports 2020/21 for NHS Shropshire CCG and NHS Telford and Wrekin CCG for noting.	John Pepper/ Mark Brandreth	I	Presentation	1:05
GB-21-09.056	Annual Accounts 2020/21 for NHS Shropshire CCG and NHS Telford and Wrekin CCG for noting.	Claire Skidmore	I	Presentation	1:15
GB-21-09.057	Date and Time of Next Meeting – to be confirmed	John Pepper	I	Verbal	1:25



**Dr John Pepper**  
Chair



**Mr Mark Brandreth**  
Interim Accountable Officer

**Members of NHS Shropshire, Telford and Wrekin CCG Governing Body**  
**Register of Interests - 1 September 2021**

Surname	Forename	Position/Job Title	Committee Attendance SCC = Strategic Commissioning Committee FC = Finance & Performance Committee Q&PC = Quality & Performance Committee PCCC = Primary Care Commissioning Committee AC = Audit Committee RC = Remuneration Committee AIC = Assuring Involvement Committee	Type of Interest				Nature of Interest	Date of Interest		Action taken to mitigate risk
				Financial Interest	Non-Financial Professional Interest	Non-Financial Personal Interest	Direct or Indirect?		From (ie review date form completed)	To	
Ahmed	Astakhar	Joint Associate Lay Member for Patient and Public Involvement (PPI) - Equality, Diversity and Inclusion <b>Attendee</b>	SCC, F&PC, RC, AC					None declared	1.2.21		
Allen	Martin	Joint Independent Secondary Care Doctor Governing Body Member	Q&PC, F&PC	X			Direct	Employed as a Consultant Physician by University Hospital of North Staffordshire NHS Trust, which is a contractor of the CCG	22.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
					X		Direct	Member of CRG (Respiratory Specialist Commissioning)	22.1.21	ongoing	Level 1 - Note on Register
					X		Direct	Chair of the Expert Working Group on coding (respiratory) for the National Casemix Office	22.1.21	ongoing	Level 1 - Note on Register
					X		Direct	Member of the Royal College of Physicians Expert Advisory Group on Commissioning	22.1.21	ongoing	Level 1 - Note on Register
				X			Indirect	Wife is a part-time Health Visitor in Shrewsbury and employed by the Shropshire Community Health Trust	22.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
					X		Direct	Board Executive member of the British Thoracic Society	22.1.21	ongoing	Level 1 - Note on Register
					X		Direct	NHSD. Member of CAB (Casemix Advisory Board)	22.1.21	ongoing	Level 1 - Note on Register
					X		Direct	National Clinical Respiratory Lead for GIRFT NHS Innovation (NHSI)	22.1.21	ongoing	Level 1 - Note on Register

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				Financial Interest	Non-Financial Professional Interest	Non-Financial Personal Interest	Direct or Indirect?		From (ie review date form completed)	To	
					X		Direct	Member of the Long Term Plan Delivery Board (respiratory) with responsibility for the pneumonia workstream	22.1.21	ongoing	Level 1 - Note on Register
					X		Direct	Member of National (regional reporting and program) and Regional Long Covid Boards	01.04.21	ongoing	Level 1 - Note on Register
					X		Direct	Advisory Board Member (at request of RCP) for assessing mechanisms for innovation payment under the aligned incentive scheme (NHSE/I)	01.04.21	ongoing	Level 1 - Note on Register
					X		Direct	Member of the RCP and HQIP NACAP Board, including the coding and QI improvement agendas	01.04.21	ongoing	Level 1 - Note on Register
Braden	Geoff	Lay Member for Governance & Audit - <b>Attendee</b>	F&PC, RC, AC, Q&PC				Direct	None declared	20.1.21		
Bryceland	Rachael	Joint GP/Healthcare Professional Governing Body Member	Q&PC	X			Direct	Employee of Stirchley and Sutton Hill Medical Practice	26.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions

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				Financial Interest	Non-Financial Professional Interest	Non-Financial Personal Interest	Direct or Indirect?		From (ie review date form completed)	To	
				X			Direct	Self employed agency work as an Advanced Nurse Practitioner (ANP) for Medical Staffing in the West Midlands region	26.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	Self employed agency work as an Advanced Nurse Practitioner (ANP) for Dream Medical in the West Midlands region	26.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Indirect	Husband is a provider of executive coaching and consultancy	26.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Indirect	Husband is CEO of Tipping Point Training, provider of Mental Health First Aid	26.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
Cawley	Lynn	Representative of Healthwatch Shropshire - <b>Attendee</b>	Q&PC					None declared	1.2.21		
Clare	Laura	Interim Executive Director of Finance	F&PC			X	Indirect	Sister is a physiotherapist at Midlands Partnership	27.1.21		Level 2 - Restrict involvement in any relevant commissioning
Davies	Julie	Director of Performance - <b>Attendee</b>	PCCC, Q&PC					None declared	1.2.21		
Ilesanmi	Mary	GP/Healthcare Professional Governing Body Member	SCC	X			Direct	GP Partner of Church Stretton Medical Practice	16.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	Practice is a Member of the South West Shropshire PCN	16.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Indirect	Husband is a Locum Consultant in Obstetrics and Gynaecology at SaTH	16.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions

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James	Stephen	Chief Clinical Information Officer (CCIO)	SCC					None declared	20.1.21		
MacArthur	Donna	Lay Member for Primary Care	PCCC, RC, AC, SCC			X	Indirect	Son's partner is the daughter of a Director working at Wolverhampton CCG	20.1.21	ongoing	Level 1 - Note on Register
Matthee	Michael	GP/Healthcare Professional Governing Body Member	North Localty Forum, F&PC	X			Direct	GP Partner at Market Drayton Medical Practice	1.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	GP Member of North Shropshire PCN	1.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Indirect	Wife is Practice Manager at Market Drayton Medical Practice	1.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
Noakes	Liz	Director of Public Health for Telford and Wrekin - <b>Attendee</b>		X			Direct	Assistant Director, Telford and Wrekin Council	29.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
					X		Direct	Honorary Senior Lecturer, Chester University	29.1.21	ongoing	Level 1 - Note on Register
Parker	Claire	Joint Director of Partnerships - <b>Attendee</b>	PCCC, Shropshire North, S&A, South Loc Forums, TW Membership Forum			X	Indirect	Daughter is working as admin staff for CHC Team and is line managed by the CHC Team.	27.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
Pepper	John	Chair	PCCC, Shropshire North, S&A, South Loc Forums, TW Membership Forum	X			Direct	Salaried General Practitioner at Belvidere Medical Practice (part of Darwin Group)	8.7.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	Belvidere Medical Practice is a member of Darwin Group of practices and Shrewsbury Primary Care Network	8.7.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions

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				X			Direct	Belvidere Medical Practice is involved in the Cavell Centre Project	8.7.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	NHS England GP Appraiser	8.7.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	Joint property owner of Belvidere Medical Practice	8.7.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
						X	Indirect	Family member provided evidence to Ockenden Review	8.7.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions or discussions on historical issues raised within the scope of the Ockenden Review. This does not exclude from commissioning decisions or discussions on current maternity and neonatal services or any service provided by SaTH more generally.
Pringle	Adam	Vice Clinical Chair and GP/ Healthcare Professional Governing Body Member	PCCC, TW Membership Forum	X			Direct	GP Partner, Teldoc General Practice	2.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	Teldoc is a Member of Teldoc Primary Care Network	2.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions

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				X			Direct	Work on a sessional basis for Shropshire Doctors Co-Operative Ltd (Shropdoc) an out of hours primary care services provider, which is a contractor of the CCG.	2.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	Work on a sessional basis for Churchmere Medical Practice	22.3.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
				X			Direct	Property owner of Lawley Medical Practice site	2.2.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
Robinson	Rachel	Director of Public Health for Shropshire - <b>Attendee</b>		X			Direct	Director of Public Health for Shropshire	25.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
Shepherd	Deborah	Interim Medical Director - <b>Attendee</b>	PCCC, Q&PC					None declared	19.1.21		
Skidmore	Claire	Executive Director of Finance	F&PC, AC, PCCC					None declared	15.1.21		
Smith	Alison	Director of Corporate Affairs - <b>Attendee</b>	AC, AIC, Q&PC			X	Indirect	Related to a member of staff in my portfolio structure who is married to my cousin. The individual is not directly line managed by me.	25.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
Tilley	Samantha	Joint Director of Planning - <b>Attendee</b>	SCC			X	Indirect	Brother in Law holds a position in Urgent Care Directorate at SATH	27.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions

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Trenchard	Steve	Joint Interim Executive Director of Transformation	SCC, PCCC, F&PC					None declared	22.1.21		
Vivian	Meredith	Deputy Chair and Joint Lay Member for Patient & Public Involvement (PPI)	Q&PC, RC, AC, PCCC, AIC		X		Direct	Trustee of the Strettons Mayfair Trust (voluntary sector organisation that provides a range of health and care services to the population of Church Stretton and surrounding villages)	26.1.21	ongoing	Level 1 - Note on Register



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				Financial Interest	Non-Financial Professional Interest	Non-Financial Personal Interest	Direct or Indirect?		From (ie review date form completed)	To	
				X			Indirect	Wife is a part-time staff nurse at Shrewsbury & Telford Hospital NHS Trust (SATH)	26.1.21	ongoing	Level 2 - Restrict involvement in any relevant commissioning decisions
Warren	Audrey	Chief Nurse	SCC, Q&PC					None declared	1.4.21		
Young	Zena	Executive Director of Quality	SCC, F&PC, Q&PC, PCCC					None declared	22.1.21		
<b>MEMBERS WHOSE BOARD ROLE HAS CEASED OR WHO HAVE LEFT THE NHS SHROPSHIRE AND TELFORD AND WREKIN CCGs WITHIN THE LAST 6 MONTHS</b>											
Evans	David	Joint Accountable Officer	PCCC, Shropshire North, S&A, South Loc Forums, TW Membership Forum, JSCC		X		Direct	Shared post - Joint Accountable Officer of Shropshire and Telford and Wrekin CCGs	2.2.21		Left SCCG and TWCCG on secondment on 31.3.21
					X		Direct	Member of the Telford and Wrekin Health and Wellbeing Board	2.2.21		
						X	Indirect	Wife is an employee of Tribal Education Ltd, which contracts with the NHS, but is not a contractor of the CCG	2.2.21		
Povey	Julian	Joint Chair	PCCC, Shropshire North, S&A, South Loc Forums, TW Membership Forum		X		Direct	Shared post - Joint Chair of Shropshire and Telford and Wrekin CCGs	1.2.21		Left SCCG and TWCCG on 31.3.21
				X			Direct	GP Member at Pontesbury Medical Practice	1.2.21		
				X			Direct	Practice Member of Shrewsbury & Atcham Primary Care Network	1.2.21		

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				Financial Interest	Non-Financial Professional Interest	Non-Financial Personal Interest	Direct or Indirect?		From (ie review date form completed)	To	
				X		X	Indirect	Wife is Member of University College Shrewsbury - Advisory Board	1.2.21		
							Indirect	Wife is Medical Director at Shropshire Community Health NHS Trust	1.2.21		

## MINUTES

### **NHS Shropshire CCG and NHS Telford and Wrekin CCG Governing Bodies'**

#### **Annual General Meetings in Common**

**Wednesday 11 November 2020 at 9.00am**

**Using Microsoft Teams**

#### **Present from NHS Shropshire CCG:**

<b>Dr Julian Povey</b>	Joint CCG Chair for Shropshire and Telford and Wrekin CCGs
<b>Mr David Evans</b>	Joint Accountable Officer for Shropshire and Telford and Wrekin CCGs
<b>Mrs Claire Skidmore</b>	Joint Executive Director of Finance for Shropshire and Telford and Wrekin CCGs
<b>Dr Adam Pringle</b>	Joint Vice Clinical Chair, GP/Healthcare Professional Governing Body Member
<b>Dr John Pepper</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Dr Michael Matthee</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Mrs Rachael Bryceland</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Ms Fiona Smith</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Dr Martin Allen</b>	Joint Secondary Care Doctor Governing Body Member
<b>Mrs Julie McCabe</b>	Joint Registered Nurse Governing Body Member
<b>Mr Steve Trenchard</b>	Joint Interim Executive Director of Transformation for Shropshire and Telford and Wrekin CCGs
<b>Mrs Zena Young</b>	Joint Executive Director of Quality for Shropshire and Telford and Wrekin CCGs
<b>Mr Meredith Vivian</b>	Joint Lay Member for Patient and Public Involvement
<b>Mrs Donna MacArthur</b>	Joint Lay Member for Primary Care
<b>Mr Keith Timmis</b>	Lay Member for Governance for Shropshire CCG

#### **Present from NHS Telford and Wrekin CCG:**

<b>Dr Julian Povey</b>	Joint CCG Chair for Shropshire and Telford and Wrekin CCGs
<b>Mr David Evans</b>	Joint Accountable Officer for Shropshire and Telford and Wrekin CCGs
<b>Mrs Claire Skidmore</b>	Joint Executive Director of Finance for Shropshire and Telford and Wrekin CCGs
<b>Dr Adam Pringle</b>	Joint Vice Clinical Chair, GP/Healthcare Professional Governing Body Member
<b>Dr John Pepper</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Dr Michael Matthee</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Mrs Rachael Bryceland</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Ms Fiona Smith</b>	Joint GP/Healthcare Professional Governing Body Member
<b>Dr Martin Allen</b>	Joint Secondary Care Doctor Governing Body Member
<b>Mrs Julie McCabe</b>	Joint Registered Nurse Governing Body Member
<b>Mr Steve Trenchard</b>	Joint Interim Executive Director of Transformation for Shropshire and Telford and Wrekin CCGs
<b>Mrs Zena Young</b>	Joint Executive Director of Quality for Shropshire and Telford and Wrekin CCGs
<b>Mr Meredith Vivian</b>	Joint Lay Member for Patient and Public Involvement
<b>Mrs Donna MacArthur</b>	Joint Lay Member for Primary Care
<b>Mr Geoff Braden</b>	Lay Member for Governance for Telford and Wrekin CCG

#### **Attendees for both meetings:**

<b>Miss Alison Smith</b>	Joint Director of Corporate Affairs for Shropshire and Telford and Wrekin CCGs
<b>Mrs Sam Tilley</b>	Joint Director of Planning for Shropshire and Telford and Wrekin CCGs
<b>Ms Claire Parker</b>	Joint Director of Partnerships for Shropshire and Telford and Wrekin CCGs
<b>Dr Deborah Shepherd</b>	Joint Interim Medical Director for Shropshire and Telford and Wrekin CCGs
<b>Dr Stephen James</b>	Joint Chief Clinical Information Officer for Shropshire and Telford and Wrekin CCGs
<b>Mrs Rachel Robinson</b>	Director of Public Health for Shropshire
<b>Mrs Liz Noakes</b>	Director of Public Health for Telford and Wrekin
<b>Ms Lynn Cawley</b>	Chief Officer, Healthwatch Shropshire
<b>Miss Rachael Jones</b>	Communications and Engagement Specialist
<b>Mrs Sandra Stackhouse</b>	Corporate Services Officer – Minute Taker

## **Minute No. AGMiC-2020-11.001 – Welcome & Introductions by the Joint CCG Chair**

- 1.1 Dr Povey welcomed members to the NHS Shropshire CCG and NHS Telford and Wrekin CCG Governing Bodies' Annual General Meetings in common for the year ending April 2019-March 2020. It was noted this would be the only joint AGMs in common of the two CCGs owing to plans to dissolve the two CCGs on 31 March 2021 and to create a new single CCG for Shropshire, Telford and Wrekin on 1 April 2021.
- 1.2 The financial year 2019-20 had ended with a very difficult time in Quarter 4 owing to the outbreak of the Covid-19 pandemic which continued to affect the whole population. Although these AGMs in common would focus on the year 2019-20 there needed to be a reflection on what had happened since 2019-20 which had seen a dramatic change in the health economy. There had been increased system working and a huge thank you was extended on behalf of the Governing Bodies to all staff members working for both CCGs for their effort and dedication to their work during what had been a difficult time for everyone.
- 1.3 It was reported that Katrina Smart, who was a member of the Continuing Healthcare (CHC) Team, had recently passed away and the CCGs' condolences were with Katrina's family.
- 1.4 The process of combining the CCGs, which had commenced in 2019-20, was on-going. An appointment process had led to David Evans being appointed the Joint Accountable Officer (AO) for both NHS Shropshire CCG and NHS Telford and Wrekin CCG. A big thank you was extended to David Stout, who had served as Interim AO for NHS Shropshire CCG until 29 September 2019 before moving to his new post of Chief Executive of Shropshire Community Health Trust (SCHT).
- 1.5 A restructure of the Executive Team had taken place in December 2019 and a thank you was extended to the previous executive directors who were no longer members of the new Joint Executive Team: Jon Cooke, Fran Beck, Christine Morris, Gail Fortes-Mayer, Nicky Wilde and Dr Jessica Sokolov.
- 1.6 The wider restructuring of the CCGs had been paused following the onset of the Covid-19 pandemic. It was appreciated that this had caused stress to staff who were thanked for their patience at this very difficult time and also the support from the CCGs' partners in the Commissioning Support Unit (CSU) for taking the CCGs through that process.
- 1.7 From 1 August 2020, outside of the period of these AGMs, the Governing Body had been restructured, which had seen some Members remain working for the CCGs in different or in similar roles. A big thank you was extended to those Governing Body Members who had left the CCGs: Neil Maybury, Caroline Fenton-West, Dr Alan Leaman, Sarah Porter, Finola Lynch, and Peter Eastaugh.
- 1.8 An acknowledgement of thanks was also extended to Dr Jo Leahy, the previous Chair of Telford and Wrekin CCG for her work in championing the population, primary care and the CCGs. Dr Leahy was missed and the Governing Bodies of both CCGs extended their best wishes to Dr Leahy in her future work going forward.

## **Minute No. AGMiC-2020-11.002 – Apologies**

- 2.1 Apologies were noted from:

Mr Ash Ahmed	Joint Associate Lay Member for Patient and Public Involvement - Equality, Diversity and Inclusion
Dr Julie Davies	Joint Director of Performance and Delivery for Shropshire and Telford and Wrekin CCGs

## **Minute No. AGMiC-2020-11.003 – Declarations of Interests**

- 3.1 Members had previously declared their interests, which were listed on the CCGs' Governing Bodies Register of Interests and was available to view on the CCGs' website at:  
<https://www.shropshireccg.nhs.uk/about-us/conflicts-of-interest/>  
<https://www.telfordccg.nhs.uk/who-we-are/publications/declaration-of-interest>  
Members were asked to confirm any additional conflicts of interest that they had relating to the agenda items.
- 3.2 There were no further conflicts of interest declared.

**FOR: NHS SHROPSHIRE CCG ONLY**

**Minute No. AGMiC-2020-11.004 – Minutes of Previous NHS Shropshire CCG AGM held on 10 July 2019**

4.1 The minutes of the previous NHS Shropshire CCG Annual General Meeting held on 10 July 2019 were presented and approved as a true and accurate record of the meeting.

***RESOLVE: Governing Body Members of NHS Shropshire CCG formally RECEIVED and APPROVED the minutes presented as an accurate record of the AGM of NHS Shropshire CCG held on 10 July 2019.***

**FOR: NHS TELFORD AND WREKIN CCG ONLY**

**Minute No. AGMiC-2020-11.005 – Minutes of Previous NHS Telford and Wrekin CCG AGM held on 10 September 2019**

5.1 The minutes of the previous NHS Telford and Wrekin CCG Annual General Meeting held on 10 September 2019 were presented and approved as a true and accurate record of the meeting.

***RESOLVE: Governing Body Members of NHS Telford and Wrekin CCG formally RECEIVED and APPROVED the minutes presented as an accurate record of the AGM of NHS Telford and Wrekin CCG held on 10 September 2019.***

**Minute No. AGMiC-2020-11.006 – Presentation by Executive Director of Finance**

6.1 Mrs Claire Skidmore, Executive Director of Finance, presented PowerPoint slides, which set out the Financial Performance for the two CCGs in 2019/2020 as follows:

- **NHS Shropshire CCG** had received an allocation of £476m in 2019/2020 to commission healthcare for a population of 314,400, which equated to an average of £1,514 per person.
- Spending on running costs equated to 1% of total expenditure or £22 per person.
- In 2019/2020 NHS Shropshire CCG delivered an in-year deficit of £47.3m against a target of £15.9m deficit.
- A breakdown of 2019/2020 expenditure totalling £523m was shown, which provided detail that approximately 50% of the CCG's expenditure was spent on acute services; just under 10% on community services; 10% on mental health services; 10% on complex care placements; and approximately 20% on primary care including prescribing costs.
- NHS Shropshire CCG's expenditure also included the following services:
  - 73,687 A&E Attendances
  - 41,790 Planned Inpatient Stays
  - 37,294 Unplanned Inpatient Stays
  - 379,202 Outpatients Attendances
  - 31,399 Ambulance Journeys
  - 2,386 Births
  - 6,270,621 Items issued on prescription.
- **NHS Telford and Wrekin CCG** had received an allocation of £263m in 2019/2020 to commission healthcare for a population of 173,000, which equated to an average of £1,520 per person.
- Spending on running costs equated to 2% of total expenditure or £28 per person.
- In 2019/2020 NHS Telford and Wrekin CCG delivered an in-year deficit of £13.1m against a break even target.
- A breakdown of 2019/2020 expenditure totalling £276m was shown, which provided detail that approximately 50% of the CCG's expenditure was spent on acute services; just under 7% on community services; 10% on mental health services; 9% on complex care placements; and approximately 22% on primary care including prescribing costs.
- NHS Telford and Wrekin CCG's expenditure also included the following services:
  - 49,509 A&E Attendances
  - 21,722 Planned Inpatient Stays
  - 24,620 Unplanned Inpatient Stays
  - 194,895 Outpatients Attendances
  - 19,850 Ambulance Journeys
  - 1,982 Births
  - 3,079,594 Items issued on prescription.



- 6.2 Summarising, Mrs Skidmore said that it had been a challenging year for both NHS Shropshire CCG and NHS Telford and Wrekin CCG. The CCGs recognised some of the drivers of the financial pressures and were working to address those as best they could by utilising system resource and partnerships to try and improve the CCGs' positions. It was difficult to predict the year-end position because it had been a particularly unusual year, not just operationally but how this was reflected in the CCGs' financial positions.
- 6.3 Dr Povey suggested that it would be helpful for the next AGM meetings to include the number of GP attendances in the presentation slide entitled, 'Where did we spend our money?' which would show the high number of GP attendances and the high cost involved for both CCGs.
- 6.4 Mr Trenchard referred to the CCGs' increasing focus on improving health outcomes and health inequalities and suggested that it would be helpful to encompass information on those outcomes in the next AGM slide sets.

**ACTION: Mrs Skidmore to consider for inclusion in the next AGM presentation slide sets the percentage cost of GP attendances and information on actual outcomes of improvements to health.**

#### **Minute No. AGMiC-2020-11.007 – Presentation by Joint Accountable Officer**

- 7.1 Mr Evans acknowledged that it had been a challenging year. As previously highlighted by the Chair, there had been some significant progress made in some areas but towards the end of the year, following the onset of the Covid-19 pandemic, there had been the cessation of a number of services across the system, which the CCGs were still trying to recover from as they moved into the second half of the year.
- 7.2 The CCGs had agreed to formally dissolve and to create a new CCG for Shropshire, Telford and Wrekin. This proposal had been agreed by the membership and whilst the first application had been unsuccessful, the second application had been successful. Mr Evans expressed his gratitude to Miss Alison Smith, Director of Corporate Affairs and to the Members of the Executive Team for their hard work towards achieving that position.
- 7.3 To address the financial positions of both CCGs was going to be a challenge moving forward. The CCGs had not ended the financial year in the positions that they would have wished. Notwithstanding the comments made around the commissioning of care for the population, the CCGs would need to focus on the health outcomes and health improvements in addressing inequalities for the local population moving forward. Some progress had been seen last year, particularly in the Telford Healthy Hearts programme.
- 7.4 Performance last year continued to be problematic, particularly around A&E performance in both local hospitals. Work was on-going to address this and also Shrewsbury and Telford Hospital NHS Trust's (SaTH's) workforce challenge. There had been an increased focus around the quality of care being delivered for patients in SaTH and the CCGs continued to work hard with the regulators to improve the quality of service provision for the local population.
- 7.5 Last year had seen the development of all practices joining Primary Care Networks (PCNs) across both CCGs. This had been very informative and the practices continued the work they had set moving forward working on larger footprints in a more co-operative way whilst retaining their individual businesses. PCNs were going to be an important development in terms of integrated care partnerships (ICPs) as steps were taken to move towards system working and in the redesign of services that enable patients to be treated closer to home.
- 7.6 There had been some good areas of performance, particularly around complex discharges, with low rates of delayed transfers of care, and improvements in the medically fit for discharge numbers within the acute provider. This had been a testament to the partnership working across the whole system. Colleagues at Shropshire Council and Telford and Wrekin Council were thanked for their contribution in reducing the delayed transfer of care rates, which were some of the lowest rates in the country.
- 7.7 Mr Evans echoed Dr Povey's thanks to those members of the Executive Team and Governing Bodies who had left the two CCGs in the past year. A personal thank you was extended to Dr Jo Leahy for her work as Chair of NHS Telford and Wrekin CCG for the past four years and who was greatly missed.
- 7.8 Mr Evans extended a huge thank you to all staff across the two CCGs who had showed a great commitment in working really hard to deliver the CCGs' agendas in a time of significant uncertainty. A special thank you was also expressed to the Members of the Executive Team and Governing Bodies of the two CCGs for their continued support.

7.9 Dr Povey noted that the joint AGMs in common were being recorded and would be published on NHS Shropshire CCG and NHS Telford and Wrekin CCG CCGs' websites together with the CCGs' Annual Reports and Annual Accounts. As stated on the agenda, copies of the reports and accounts could be obtained by contacting the Communications Team by post at: NHS Shropshire CCG, William Farr House Site, Mytton Oak Road, Shrewsbury, SY3 8XL or via email to: SHRCCG.CommunicationsTeam@nhs.net

**Minute No. AGMiC-2020-11.008 – Thanks and Closing Remarks**

- 8.1 Dr Povey thanked everyone for their attendance. It was noted that the CCGs' Governing Body formal Part 1 meetings in common would take place immediately following the AGMs in common.
- 8.2 Dr Povey officially closed the AGMs in common at 9.30am.

**SIGNED** ..... **DATE** .....

DRAFT

**Shropshire Clinical Commissioning Group (SCCG) and Telford and Wrekin CCG (TWCCG)**

**ACTION FROM THE GOVERNING BODY ANNUAL GENERAL MEETINGS IN COMMON – 11 NOVEMBER 2020**

Agenda Item	Action Required	By Whom	By When	Date Completed/ Comments
<b>Minute No. AGMiC-2020-11.006 – Presentation by Executive Director of Finance</b>	Mrs Skidmore to consider for inclusion in the next AGM presentation slide sets the percentage cost of GP attendances and information on actual outcomes of improvements to health.	Mrs Claire Skidmore	Next meeting in 2021	Both elements have been incorporated into the slide presentation for the AGM on 08/09/21  Recommend action is closed