

Bromley Based Board

Minutes of the meeting on 17 November 2020

Held through Microsoft Live

Present:	Name	Title and organisation	[initials]
	Dr Andrew Parson	Borough CCG GP (Co-chair)	AP
	Cllr Colin Smith	Leader of the Council, London Borough of Bromley (Co-chair)	CS
	Omar Al-Ramadhani	Head of Assurance, South East London Clinical Commissioning Group (Item 10 only)	OA
	Jessica Arnold	Director of Flu and COVID Vaccinations (Item 6 only)	JA
	Dr Angela Bhan	Bromley Borough Based Director	AB
	Kim Carey	Interim Director of Adult Services, London Borough of Bromley	KC
	Naheed Chaudhry	Assistant Director Strategy, Performance and Transformation, London Borough of Bromley	NC
	Paulette Coogan	One Borough Director of Organisational Development	PC
	Mark Cheung	One Bromley Integrated Care Programme Director	MC
	Claire Graham	Looked After Children Specialist Nurse (Item 8 only)	CG
	Harvey Guntrip	Borough Lay Member	HG
	Dr Julia Hale	Consultant Child Health (Item 8 only)	JH
	Dave Harris	Associate Director of Finance for South East London Clinical Commissioning Group	DH
	Nada Lemic	Director, Public Health	LM
	Helen Norris	Healthwatch	HN
	Sean Rafferty	Joint Assistant Director of Integrated Commissioning for South East London CCG and London Borough of Bromley	SR
	Dr Ruchira Paranjape	Borough CCG GP (Vice Chair)	RP
	Paul Sibun	Adult Safeguarding Lead (Item 8 only)	PS
	Cllr Diane Smith	Portfolio Holder for Adult Care & Health, London Borough of Bromley	DS
	Dr Mukesh Sahi	Chair of the Local Medical Committee (LMC)	MS
	Matt Hodges	Borough GP Surgery IT Project Manager	MH
	Kofo Abayomi	Borough Governance Lead	KA
	Saimah Tahir	Borough Governance Officer	ST
Apologies:	Cllr Peter Fortune	Deputy Leader of the Council, London Borough of Bromley	PF
	Janet Bailey	Director of Children and Young People, London Borough of Bromley	JB
	Mina Kaiyia	Operations Manager, Healthwatch Bromley	MK
	Ade Adetosoye	Chief Executive, London Borough of Bromley	AA

		Actioned by
1.	Introductions & Apologies for Absence	
1.1	Cllr Colin Smith welcomed members and attendees to the November Borough Based Board meeting. He highlighted that South East London CCG (Bromley) and Bromley Council continued to work closer for the benefit of Bromley residents. He emphasised that the model of working between the two organisations was exemplary and this had been noted by some of the London Boroughs.	
1.2	Dr Parson thanked Cllr Smith and introduced members and attendees of the Committee.	
1.3	Apologies for absence were noted as recorded above.	
2.	Declarations of Interest	
2.1	Dr Parson, Co-Chair invited members to declare any interests in respect to the items on the agenda. There were no additional declarations at this meeting.	
3.	Public Questions	
3.1	Dr Parson, Co-Chair noted and read questions received in advance of the meeting. He highlighted that written responses would be sent to individuals and key points would be addressed as part of the agenda item discussion. Additional questions were invited to be posted in the Q&A section of the live event and written responses would be published on the South East London CCG (Bromley) website.	
4.	Minutes of the meeting 8 September 2020 and actions	
4.1	The Committee APPROVED the minutes of the meeting held on 8 September 2020 as an accurate record of the meeting.	
5.	Bromley Borough Director's Report	
5.1	<p>The Committee received a written report which outlined borough level working.</p> <p>Dr Bhan explained that a detailed written report was provided for this meeting to evidence the work undertaken since the new CCG structure had been introduced. The Committee noted the following key headlines:</p> <ul style="list-style-type: none"> • Covid-19: The Committee noted a summary of the current position and ongoing work undertaken by South East London CCG in tracking increasing number of positive cases and patients in the community. Hospital admissions and use of critical care facilities were now gradually increasing. Dr Bhan reported that SEL CCG 	

	<p>boroughs had a lower rate of infection compared to other parts of London; mortality rate was notably lower in comparison with the first wave of the pandemic because of better understanding and robust management of the virus. South East London CCG and Bromley Borough continued to work with partners to meet the health needs of patients and extra safety measures had been put in place for patients to attend their appointments</p> <ul style="list-style-type: none"> • Robust communication would be jointly developed by CCG and Local Authority partners for the implementation of Covid-19 vaccination and to increase testing rates • South East London CCG (Bromley) continued to work hard in managing and mitigating the second wave of Covid -19 and winter pressures • South East London CCG and Bromley Council plans to manage both wave 2 and winter pressures were highlighted. They are jointly working to ensure that the most vulnerable population are protected, and outbreaks managed. 	
5.2	<ul style="list-style-type: none"> • Dr Parson noted the work carried out in the borough; the progress made by the Primary Care Networks (PCNs) in response to Covid-19 pandemic and preparation for delivery and implementation of vaccinations • Mr Guntrip highlighted improvements in the quality of telephone triage at GP practices and better patient experience. He felt that at the end of the pandemic, patients would be able to utilise NHS and local authority resources more effectively. Dr Bhan agreed with this point and explained that new ways of delivering services were now embedding and this was providing learning on how patients respond and use services and allowing NHS respond accordingly. 	
5.3	The Committee NOTED the report.	
5.4	<p>South East London CCG Values Dr Bhan introduced the South East London CCG values.</p> <p>South East London CCG came into existence from 1 April 2020, and since then there have been developmental work on its mission and values which were developed in conjunction with its staff. Six values were identified from engagement with staff and CCG membership (detailed in the report).</p> <p>Dr Bhan highlighted and summarised each value. The Committee was asked to note the values and that further updates would be reported.</p> <p>The South East London CCG Governing Body and Borough Board members would hold themselves to account in relation to the values.</p>	

5.5	The Committee NOTED the CCG values report.	
6.	Winter Reports	
6.1	<p><u>Winter planning and Flu Update</u></p> <p>Mr Moss presented the borough winter planning and flu update report. The following headlines were highlighted:</p> <ul style="list-style-type: none"> • The CCG submits a winter plan for the management of winter pressures on a yearly basis, this year it included management of Covid-19 • The governance structure and channels through which the plan was considered, and assurance process were summarised. • Overall aim of the system plan was to demonstrate the borough's response to winter and Covid-19 pandemic, robust governance process to manage escalation, surges and risks • Aligning winter communication across the system i.e., CCG/Practices and ensuring patient engagement. This would be built into service delivery going forward. 	
6.2	<p>In considering the report, members raised the following comments:</p> <ul style="list-style-type: none"> • Dr Parson thanked Mr Moss and his team for the detailed and robust plan • Mr Guntrip queried whether preventive measures of washing hands and wearing masks throughout the pandemic have impacted and mitigated the spread of flu virus. Dr Bhan stated that compliance with preventive measures have reduced the likelihood of transmission and have made notable impact • Ms Carey highlighted that care provider partners in Bromley continued to play a significant role in the management of Covid-19 and have worked tirelessly in providing support to the elderly and vulnerable group • Dr Mukesh queried whether there was mitigation in place if practices opt out of Covid-19 vaccination. Dr Bhan commented that it was still early stages of the vaccination programme and if this happened, it would be appropriately managed • The Committee was assured of the robustness of the plan and requested further updates. 	
6.3	Flu and COVID Vaccination Programme	
6.4	<p><u>Flu Vaccination</u></p> <p>Ms Arnold presented the update. The Committee noted that a 75% uptake target had been set nationally amongst the eligible population. Vaccination this year would be carried out in compliance with social distancing measures and enhanced infection control in all healthcare settings. She highlighted the uptake data for flu vaccination against target for the current year. There were now additional priority groups detailed in the report.</p>	

	<p>Ms Arnold explained that there were significant public campaigns in place to ensure that South East London population are vaccinated. She summarised targeted campaigns in place for examples homeless and asylum seeker groups in South East London and those with learning disabilities.</p> <p>The Committee noted South East London and Bromley uptake data as of 8 November 2020. Bromley position exceeded London average however work continued to achieve the 75% uptake target.</p>	
6.5	<p>In considering the flu vaccination update, members raised the following comments:</p> <ul style="list-style-type: none"> • Dr Parson thanked Ms Arnold for the report. He noted that work would be done to target priority cohorts within the hard-to-reach groups • Cllr Diane Smith highlighted that some of the residents were having trouble in accessing flu vaccination at pharmacies or GP surgeries. She then queried how this issue was being addressed. Ms Arnold explained that flu vaccinations are ordered by practices and pharmacies a year in advance, when they ordered for 2020, there was no inclination that there would be a pandemic. She further explained that practices cannot order more vaccination until stock is fully utilised. Assurance was provided that there will be sufficient vaccination before the peak of flu season. 	
6.6	<p><u>Covid-19 Vaccination</u></p> <p>Ms Arnold highlighted that there have been wide media coverage regarding the vaccination. South East London CCG was working hard to ensure readiness for the vaccination programme. One of the vaccinations was now at final trial phase and expected to be approved in coming weeks. The national deadline set by NHSE is for the system to be fully ready for covid-19 vaccination delivery by 1 December. The purpose of this was to demonstrate system preparedness and resilience.</p> <p>Ms Arnold provided an update on the two vaccines in development, both vaccines have equal efficacy and are suitable for all groups of patients. One of the vaccines had to be administered in two does within 28 days and 7 day after the flu vaccine. The Committee noted the population size in South East London, Bromley Borough and priority groups eligible for vaccination.</p> <p>The models of delivery for the covid-19 vaccination were highlighted (primary care, mass vaccination sites and community service to reach patients at home). Ms Arnold described the workforce planning and schemes to support the vaccination programme. The team were also considering the issue of estates to ensure robust delivery of vaccination.</p>	

	<p>The Committee noted key enablers and measures to be put in place to ensure maximum uptake.</p> <p>Bromley Borough was also working on communications to residents and patients to provide assurance around the safety of covid-19 vaccination.</p>	
6.7	<p>The Committee welcomed the report and were assured of robustness of the programme. The Committee also requested to be kept updated on progress.</p>	
6.8	<p>The Committee NOTED the Winter Planning reports.</p>	
7.	<p>Bromley Health and Wellbeing Centre</p>	
7.1	<p>Mr Cheung provided an update on the progress of the Bromley Health and Wellbeing Centre.</p> <p>The report summarised development of the scheme which had been progressing well, despite the current environment, with the initial designs and costings completed within the capital budget envelope. There had been productive initial meetings to scope the planning implications of the scheme. The draft Outline Business Case (OBC) was shared with the assurance leads within South East London CCG and wider with NHS England, with positive feedback received.</p> <p>For the commercial arrangement, the CCG had been engaging with Community Healthcare Partnership (CHP) a property company owned 100% by the Department of Health, who expressed an interest in purchasing the site from Bromley Council to act as development partner and landlord for the site to the CCG and Dysart Surgery. Unfortunately, when the proposal was put forward by CHP, the DH indicated that it was unlikely to receive approval. Therefore, the CCG project team were now urgently reviewing several other options available in taking the commercial aspects of the scheme forward.</p> <p>There have been some positive meetings with other interested parties and the CCG would ensure that all stakeholders, including LBB, would be kept updated on progress. This recent development would impact on the timetable for completion of the OBC and submission to the governance channels to achieve approval for the respective STP and ETTF capital funding. Mr Cheung assured the Committee that this would not significantly impact the overall timetable of delivery of the Health & Wellbeing Centre.</p> <p>In response to the questions raised by a member of public relating to this item, Mr Cheung explained that although formal feedback is still awaited, the reason that the project was unlikely to receive approval was due to the Department of Health's feedback that the project was incompatible</p>	

	with the wider strategic objectives of CHP. The CCG was now considering other feasible options which would be detailed in the OBC.	
7.2	Dr Parson thanked Mr Cheung for the update and noted his response to Ms Sterling's (member of the public) question.	
7.3	The Committee NOTED the update.	
8.	Safeguarding Annual Reports	
8.1	Mr Sibun introduced the safeguarding reports and explained that these reports provided assurance to the Committee that the CCG met its statutory responsibility in respect to safeguarding.	
8.2	<p><u>Safeguarding Children</u></p> <p>Dr Hale presented the safeguarding children report and the Committee was asked to note the following key headlines:</p> <ul style="list-style-type: none"> • There were a significant number of case and learning reviews in the reporting period • The SEN clinical officer had made considerable contributions to developing the local SEN process with the Local Authority which had a positive impact on the good Ofsted/Care Quality Commission inspection • There was now excellent and ongoing support of a named GP. • A successful virtual academic half day event on safeguarding was organised in the reporting period and this was well attended • Priorities for current year and next year were highlighted as detailed in the report. 	
8.3	<p>In considering the report, members raised the following comments:</p> <ul style="list-style-type: none"> • In response to Dr Parson's query about learnings from the pandemic, Dr Hale explained that multi-agency working helped to improve and manage safeguarding which would be covered in the in the 2020/21 Annual report • Mr Guntrip commended the quality and breath of work done by the team. 	
8.4	<p><u>Children Looked After</u></p> <p>Ms Graham presented the report and highlighted that there were 328 Children Looked After (CLA) by Bromley at the end of March 2019. The majority of Bromley CLA continue to be placed out of borough (at the end of March 2020 this was 179).</p> <p>Ms Graham explained that the key priority was the level of protection for the Bromley children placed out of borough. The team have developed good working relationship with partners involved. The team would also continue to review provision for children placed in Bromley.</p>	

8.5	<p>The Committee noted health provision targets for children placed in the borough. The team continued to work to full capacity to ensure adequate provision for children looked after.</p> <p>In considering the report, members raised the following comments:</p> <ul style="list-style-type: none"> • Dr Parson noted the high number of children placed in Bromley by other borough which was significant in comparison to Bromley CLA. He then queried the health provisions for this group. Ms Graham explained that there was an expectation that these children would receive the same health services in their placed locations. Ms Graham explained that clearer understanding of Children and Adolescent Mental Health services (CAHMS) provisions for children placed out of borough remained a priority. Also, the team are working with other SEL safeguarding colleagues as Bromley currently has a high number of out of borough CLA placements. 	
8.6	<p><u>Safeguarding Adults</u></p> <p>Mr Sibun presented the report and highlighted key achievements in adult safeguarding which included Identification and Referral to Improve Safety (IRIS) accredited training which enabled GP Practices to identify people experiencing domestic violence and Independent Violence. Advocates providing ongoing support and intervention work. There were now 35 accredited practices in Bromley.</p> <p>In relation to the Covid-19 pandemic, Mr Sibun assured the Committee that safeguarding continued to be business critical with continuity plans in place.</p> <p>Mr Sibun described the governance process in place and collaborative working with GP practices to ensure safeguarding.</p>	
8.7	<p>The Committee NOTED the safeguarding reports and thanked the team for the outstanding reports and assurance provided.</p>	
9.	<p>Month 6 Finance Report</p>	
9.1	<p>Mr Harris presented the Month 6 Finance position which detailed the South East CCG and Bromley Borough positions. The Committee noted the following key points:</p> <ul style="list-style-type: none"> • The CCG was reporting an overspend in month 6 of £12.18m. This represented £8.99m of Covid-19 expenditure, with a £3.18m overspend on other non-Covid-19 budgets. Due to NHSEI's commitment to fund reasonable variances the CCG was reporting breakeven for the Month 1-6 period • From month 7-12, the CCG will move to a fixed budget including Covid-19 expenditure and costed plans are currently being 	

	<p>developed. Hospital discharge expenditure continued to be based on a monthly reimbursement basis</p> <ul style="list-style-type: none"> • As at month 6, Bromley Borough was reporting a £187k overspend against its financial allocation. This position reflected the following elements: <ul style="list-style-type: none"> - An overspend of £601k in prescribing due to the continuation of the price pressure as seen in previous months. This was primarily driven by the impact of Covid-19 on the supply chain and since June 2020 by the impact of Category M price changes - An overspend of £260k in Mental Health Services in relation to external complex care placements - An underspend of £616k relating to Continuing Healthcare services. This was primarily due to new clients being charged to the central Covid-19 cost centre • Bromley Borough has incurred year to date, £5,177k of Covid-19 related expenditure. The breakdown was as follows; <ul style="list-style-type: none"> • £1,951k of direct CCG additional expenditure (Bromley Healthcare Community provider, medical equipment, hot hubs); • £2,749k of claims relating to Hospital Discharge Scheme consisting of CCG £1,523k and LBB £1,226k; • £477k of expenditure by GP practices on items such as PPE, staff backfill and bank holiday cover costs and work in practices to make them safe for staff and patients. 	
9.2	<p>The Committee discussed the report making the following points:</p> <ul style="list-style-type: none"> • Mr Guntrip noted the increasing health costs due to the pandemic, which was being reimbursed by NHS England, he queried whether there was similar support to the Local Authority. Mr Harris explained that South East London CCG was directly funding Continuing Healthcare (CHC) related and Hospital Discharge costs, however it was not involved in other areas of Local Authority expenditure. Cllr Colin Smith explained that all Local Authority running costs relating to the pandemic are submitted to the Government on a regular basis and there were no significant overspend as previously anticipated • Ms Carey also contributed to the above by highlighting the excellent joint working and confirmed that the issue of increased expenditure was being managed. South East London CCG was supporting the Local Authority in reclaiming costs of hospital discharge and ensuring financial contributions toward care cost. This reflected the strength of joint working • Mr Guntrip formally acknowledged that the successful joint working of the CCG and Local Authority was due to the leadership and personnel in the borough. 	
9.3	<p>The Committee NOTED the report.</p>	
10.	<p>Assurance Report</p>	

10.1	<p>Mr Al-Ramadhani presented the report which included key metrics from the NHS Oversight Framework and the NHS Long Term Plan. Further to the feedback received from the Committee at the last meeting, additional performance areas were now added to the report.</p> <p>The following key points were highlighted for discussion:</p> <ul style="list-style-type: none"> • South East London CCG (Bromley) was performing significantly well against the metrics in comparison to the remaining boroughs in South East London. • Attention of the Committee was drawn to childhood obesity metrics, which was erroneously RAG rated red, this should have been rated green as South East London CCG (Bromley) performance was above the London average • SMI physical health checks were below target and RAG rated red for South East London CCG (Bromley), in response an improvement plan to drive performance was implemented. It was noted that all boroughs of South East London CCG were performing below target. • South East London CCG (Bromley) was underperforming in Personal Health Budgets (PHB), this area was impacted by the pandemic. The Committee noted that Bromley performance was better than the rest of South East London CCG boroughs and better than last year • Overall Bromley performance was good, and approval of the Committee was sought to share Bromley performance with other SEL boroughs for good practice. 	
10.2	<p>The Committee discussed the report making the following points:</p> <ul style="list-style-type: none"> • Dr Parson referred to the question from Ms Sterling (member of the public) relating to physical health checks. In response, Dr Bhan explained that it was disappointing for the borough to perform below the previous year's target. Members of the assurance team had visited Bromley practices to discuss how best to provide support on increasing the number of health checks. Dr Bhan outlined plans to support practices which included additional training, consideration for an enhanced service for general practice to drive improvement in this area. South East London CCG (Bromley) was also in discussion with secondary care providers to consider additional measures across the system • Dr Sahi highlighted that SMI physical health check was not stipulated in general practice contract and therefore practices were not obligated to carry them out. In addition, this also created increased workload. Dr Sahi summarised the Local Medical Committee (LMC) proposal for an enhanced service to carry out the checks • Dr Paranjape expressed disappointment that just 14% of SMI checks had been completed. She stated that Bromley population is vulnerable and significant opportunist work was required to 	

	<p>support this. She advised that a bespoke offer is developed to support this piece of work</p> <ul style="list-style-type: none"> • Dr Parson referred to the public question about tackling childhood obesity and enquired how this would be addressed. Dr Bhan summarised the written response and highlighted that although this was not an area RAG rated red for Bromley, there were ongoing initiatives led by the Local Authority. Dr Parson thanked Local Authority and Public Health colleagues for their work in this area which was detailed in the Health and Wellbeing strategy • Dr Parson informed the Committee that since the last meeting, there was an academic half day with GPs on diabetes which was well attended with positive feedback received. 	
9.3	The Committee NOTED the report.	
10.	<p>Any other business There was no other business discussed at this meeting.</p>	
11.	<p>Date of Next Meeting: 19 January 2021, to take place by MS Live Video Conference, 2pm – 4pm</p>	

DRAFT