

**A MEETING OF THE WANDSWORTH PCT BOARD WILL BE HELD ON
WEDNESDAY, 28th JANUARY 2009 AT 9:30 AM IN THE
RICHMOND/BARNES ROOM, QUEEN MARY'S HOSPITAL, ROEHAMPTON LANE
SW15 5PS**

ANNOTATED A G E N D A

Prepared by Andrew Craig, PEC Lay Member

Papers for the meeting are available on the PCT website www.wandsworth-pct.nhs.uk

		Notes for Lay Representatives
1.	WELCOME AND APOLOGIES FOR ABSENCE	
2.	<p style="text-align: center;">DECLARATIONS OF INTEREST</p> <p>For Members to declare if there are any items on the agenda about which they might have a pecuniary or other interest as individuals or as members of other organisations.</p>	
3.	MINUTES - To agree the minutes of the meeting held on 17/12/08	(Attach 1) The minutes appear to be a correct record of the meeting.
4.	MATTERS ARISING	Items not already on the agenda
5.	CHAIR'S ANNOUNCEMENTS/REPORT	I Reynolds. This will be a verbal report. The chairman is likely to announce the appointment of two new NEDS.
6.	FOR DISCUSSION	
6.1	Finance Report	P Swann (Attach 2) The anticipated surplus has reduced considerably, but this is a positive development and reflects the additional investment in service development the PCT has made in the past quarters.
6.2	Performance Report	H Soin-Stanley (Attach 3) The main areas of under performance are well know, see the dashboard on page 2.
6.3	Operating Plan	H Soin-Stanley (Attach 4) This reflects how the PCT will deliver locally the NHS Operating Framework over the next two years. This is a draft summary paper. The link to the full draft submitted to NHS London in mid January is

6.4	Provider Services Annual Plan	<p>Notes for Lay Representatives www.wandsworth.nhs.uk/bdrep/BR2660_Attach%2004%20Support%20Document%20-%20-%20OP%202009-10%20Version%20-89%20-%20SENT%20TO%20NHSL%2015th%20JAN.doc The PCT Board will approve the final draft at its April 09 meeting. Note para 23 about empowering patients: <i>“The seven principles set out in the NHS Constitution will underpin the commissioning intentions for 2009/10.”</i></p> <p>D Caulfeild-Stoker (Attach 5) This is the second provider services plan, reflecting the move towards autonomous status. The full plan is at this link and will be approved at the April Board meeting www.wandsworth.nhs.uk/bdrep/BR2658_Attach%2005%20Support%20Document%20-%20Annual%20Plan%20%20Commentary%20_%20Template%20(4).doc</p>
7.	FOR APPROVAL	
7.1	<p>SWL Sector Issues:</p> <ul style="list-style-type: none"> • JCPCT Revised Governance Arrangements • LCBSA Hub 	<p>A Radmore (Attach 6) (Attach 7) These items are about collaboration between the PCDTs in the SW London sector as part of the “strengthening commissioning “initiative and the creation of a “hub” of expertise to support collaborative efforts (known as the London Clinical and Business Support Agency).</p>
7.2	Medium Term Financial Strategy (MTFS)	<p>A Radmore (Attach 8) The 31 PCTs in London have agreed a process to clear the debts and achieve better working practices of a number of financially challenged NHS Trusts in London including St George’s; this paper describes progress towards this objective, called the “MTFS”. Ann Radmore has led the work on this work NHS London.</p>
7.3	Specialised Commissioning Operating Plan	<p>G Mackenzie (Attach 9) London PCTs collaborate to commission services for rare and complex conditions; this is the specialised commissioning plan for London and the changes are in appendix 2</p>

Notes for Lay Representatives

7.4 Approval process for GP Led Health Centre

G Mackenzie (Attach 10) A tendering exercise to identify a provider for the new GP Led Health Centre around Clapham Junction is underway; As lay member of the PEC I am on the procurement evaluation panel. A decision will be announced at the Board in April.

7.5 Battersea & North Wandsworth Project

H Soin-Stanley (Attach 11) This describes governance arrangements for taking forward the multiple outcomes of the BNW consultation; the SGHT Board is expected to make an announcement on the Bolingbroke site on 27th January and an application for listing to English Heritage for the existing buildings.

7.6 Autonomous Provider Organisation

D Caulfeild-Stoker (Attach 12) This describes the steps taken to create the provider services directorate as an autonomous organisation by 1st April 2009. No preferred governance option has emerged, but latest government policy is to include “Community Foundation Trust” in the list of possible business forms along with social enterprises of various descriptions.

7.7 Provider registration with the Care Quality Commission – Meeting the Hygiene Code

D Caulfeild-Stoker (Attach 13) the new single regulator of health and social care the Care Quality Commission begins work on 1st April and providers must register with it.

7.8 Draft Budget 09/10

P Swann (Attach 14) This reflects the understanding of PCT commitments covering 2009-10, summarised on the covering sheet. The PCT’s investment programme will continue.

7.9 Approval to use the Seal

- Putney Primary Care Centre Update
- Transforming Community Services – Consultancy Contract

T Griffiths (Attach 14A) (Attach 14B) This is a routine requirement reflecting building and land transactions and also the contract from local PCTs to work

		Notes for Lay Representatives with KPMG on structures for autonomous community services
8.	TO RECEIVE AND NOTE	
	<i>Discussion will only take place on the following items if the Chair has been advised prior to the meeting</i>	
8.1	Chief Executive's Report	A Radmore (Attach 15) This covers a number of topics and is self explanatory
8.2	Commissioned Services Quarterly Update	G Mackenzie (Attach 16) This describes progress in a number of areas of services the PCT commissions; see particularly polyclinics around Wandsworth and the GP Led Health Centre procurement in Clapham Junction.
8.3	Equality Impact Assessment Review	H Soin-Stanley (Attach 17) 20 EIAs were done during 2008 (list on page 6); this report summarises the main themes resulting from them and is thus an important part of understanding the patient experience and the areas where engagement needs to be improved.
8.4	Control of Infection Control Notification Report	D Caulfeild-Stoker (Attach 18) this is a routine requirement. The results are good.
8.5	Minutes	
	<ul style="list-style-type: none"> • PEC Minutes /11/08, /12/08 • Audit Committee Minutes *** • SWL JCPCT Minutes Jan 09 	<p>These are routine minutes. (Attach 19)</p> <p>(Attach 20)</p> <p>(Attach 21)</p>
9.	OPEN SPACE	I am aware that Tom Pollak has submitted two written questions: 1) about using PbC freed up resources for practices to upgrade their telephone systems; and 2) changing the PCT's name to "NHS Wandsworth. "
	Members of the public present are invited to ask questions of the Board relating to the business being conducted. The Board will give priority to	

Notes for Lay Representatives

written questions that have been received in advance of the meeting.

10. ANY OTHER URGENT BUSINESS

11. DATE OF NEXT MEETING AND FUTURE ITEMS OF BUSINESS

To confirm that the next public meeting of the Board will be held on 1st April 2009 in Room 123, Wandsworth Town Hall commencing at 9:30 am.

12. Closure of Part I

To resolve that the public now be excluded from the meeting because publicity would be prejudicial to the public interest by reason of the commercially sensitive or confidential nature of the business to be conducted in the second part of the agenda.

13. Agenda items for Part II

Implementation of Cerner at QMH

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