



right care  
right place  
right time  
right outcome

Merton Clinical Commissioning Group  
**Wilson Programme Board**

Thursday 22<sup>nd</sup> February 2018

**12.00 – 1.30**

Meeting Room 6.1, 120 The Broadway, Wimbledon SW19 1RH

**In attendance:**  
See Appendix A

**Apologies:**  
See Appendix B

**Joint Chairs:** Peter Derrick, Doug Hing

| Item no. | Agenda Item   | Actionee  |
|----------|---|-----------|
| 1.       | <b>Welcome and introductions</b><br><b>Declaration of Interest</b>  | <b>PD</b> |
|          | <p>Introductions were made</p> <p>The Board welcomed Lucy Ing who will be working on the project as Communications Manager.</p>   |           |
| 2.       | <b>Minutes of last meeting and Action Log</b>   | <b>PD</b> |
|          | <p>There were no amendments to the previous minutes.</p> <p>Action Log</p> <p>20. Site options have not been completed, MP reported PS have appointed additional resource to complete this piece of work.</p>   |           |
| 3.       | <b>Programme Update</b>   | <b>SH</b> |
|          | <p>SH presented the highlight report which is currently green.</p> <p>The Participant's Requirements are ready for submission to CHP following approval by the Programme Board.</p> <p>A meeting had been held with the LBM planners at the Wilson site to discuss the constraints and opportunities with regard to the</p> |           |

|           |  |           |
|-----------|--|-----------|
|           | <p>development of the site. JMcG confirmed this was a very helpful meeting which gave more clarity on the residual land.</p> <p>SH has prepared a paper for presentation at the next London Estates Board seeking support in principle for local reinvestment of capital receipts generated from the sale of land surplus to requirements but contingent on the Wilson development proceeding.</p> <p>The Milestones/Tasks have been updated to reflect the current programme.</p> <p>CHP will commence the appointment of financial, legal and technical advisors.</p>  |           |
| <b>4.</b> | <b>Participants Requirements</b>   | <b>SH</b> |
|           | <p>SH presented the Participant's Requirements document for approval by the Board.</p> <p>JMcG noted that The Lodge was not well defined and wondered how this would be dealt with on the planning application.</p> <p>SH explained that The Lodge will sit outside the LIFT scheme. The reference in the document is to advise LIFTCo. that this building and land is not available to them for development.</p> <p>2.2.5 - The front of the building is locally listed and will be retained. SH to edit document to reflect appropriate demolition.</p> <p>2.2.6 - JMcG noted that there would need to be a transport analysis undertaken as part of planning to identify the patient journey. He advised that any significant improvements would be a cost to the project. SH advised that LIFTCo. will appoint the transport adviser.</p> <p>2.3.2 - JB concerned with this point. Following discussion the Board asked for this point to be removed.</p> <p>3.1.2 - DH confirmed that there would be no inpatient facility on the health care facility.</p> <p>JB sought assurance that there had been due process in reaching agreement on the service provision and that there was an opportunity to refine.</p> <p>DH advised that a series of workshops have taken place with service providers, commissioners, users and voluntary sector colleagues to get to the current position.</p> <p>SH advised that there is still the opportunity to refine but that we needed to be in agreement when the Tenant's Requirements, a detailed contractual document, is submitted in May.</p> |           |

|                      |   |                                   |
|----------------------|---|-----------------------------------|
| <p><b>Action</b></p> | <p>The Project working groups will be working on identifying further opportunities for integration and co-dependencies of services.</p> <p>LL and DH are confident they have identified the services correctly for the building but will concentrate now on robust activity levels.</p> <p>There was a discussion about the appointment of architects with the CCG seeking involvement in the appointment. JH suggested LIFTCo. present to the Programme Board in early summer.</p> <p>KM was not present at the Board. SH to contact him to formally to ask if he is happy to approve the paper.</p> <p><b>SH to email KM to confirm his approval for submission of the paper.</b></p> <p>The Programme Board approved the paper subject to the amendments discussed.</p> <p><b>SH to amend and submit paper to AMcM for signature on Monday 26<sup>th</sup> February.</b></p> | <p><b>SH</b></p> <p><b>SH</b></p> |
| <p><b>5.</b></p>     | <p><b>Programme Plan</b></p>  | <p><b>SH</b></p>                  |
|                      | <p>SH presented the updated Project Plan for information.</p> <p>Dates and milestones on the plan are estimates based on previous schemes and experience but will be more robust once LIFTCo. are engaged with the Project.</p> <p>The highlight report will report all changes to the programme.</p>   |                                   |
| <p><b>6.</b></p>     | <p><b>Any Other Business</b></p>  |                                   |
| <p><b>Action</b></p> | <p>IW tabled a paper to the Board with regard to the underwriting of CHP development costs should the project be aborted by the CCG at some stage. The Finance Committee approved the paper on 20 February 2018.</p> <p>Next meeting is scheduled for 5<sup>th</sup> April. AMcM requested that an alternative date be sought as this is during the Easter holidays.</p> <p><b>CH to canvas for alternative date</b></p>  | <p><b>CH</b></p>                  |

## WILSON PROGRAMME BOARD

### Actions Log

| No. | Action  | Date raised | By whom and target completion date | Completed (date) | Escalation |
|-----|---|-------------|------------------------------------|------------------|------------|
| 20  | Presentation of site option plans to next PB  | 12/10/17    | MP<br>23/11/17                     |                  |            |
| 27  | To email KM to check happy for Participant's Requirements to be approved                      | 22/02/18    | SH                                 | 23/02/18         |            |
| 28  | Update Participant's Requirements to reflect Programme Board amendments for signature by AMcM | 22/02/18    | SH                                 | 23/03/18         |            |
| 29  |   |             |                                    |                  |            |
|     |   |             |                                    |                  |            |

## Appendix A: Attendance List

|      |                     |  |                 |
|------|---------------------|--|-----------------|
| PD   | Peter Derrick       | Governing Body Lay Member (Co-chair)                                       | MCCG            |
| DH   | Dr Doug Hing        | Clinical Director for East Merton Model of Health and Wellbeing (Co-Chair) | MCCG            |
| SH   | Sue Howson          | Programme Director   | Synapsis Health |
| JMcG | James McGinlay      | Assistant Director of Sustainable Communities Environment and Regeneration |                 |
| MP   | Matthew Parish      | Strategic Estates Lead   | NHSPS           |
| DC   | Dave Curtis         | Wilson Community Development Manager                                       |                 |
| JB   | James Blythe        | Managing Director Merton and Wandsworth LDU                                | MCCG            |
| JH   | Julian Humphreys    | Programme Manager  | CHP             |
| IW   | Ian Winning         | Interim Deputy Director of Finance (Estates)                               | MCCG            |
| MW   | Michelle Wallington | Communications Manager   | CSU             |
| LI   | Lucy Ing            | Communications Manager   | CSU             |
| LL   | Lucy Lewis          | West Merton Partnership Manager (MCCG)                                     | MCCG            |
| CH   | Caron Hart          | Programme Manager  |                 |

## Appendix B: Apologies

|                |      | Role  |
|----------------|------|---|
| Neil McDowell  | NMcD | Director of Finance MCCG                      |
| Hannah Doody   | HD   | Community and Housing LBM                     |
| Nicola Theron  | NT   | Regional Director CHP                         |
| Andrew McMylor | AMcM | Director of Primary Care Transformation (SRO) |
| Dagmar Zeuner  | DZ   | Director of Public Health                     |
| Joe Garrod     | JG   | Regional Programme Manager                    |
| Khadiru Mahdi  | KM   | Chief executive, MVSC                         |