

Thank you Hilary for responding.

The calculation we used was 4 hours per month – 1 hour preparation, 1 hour informal and 2 hours formal meeting. So the difference between our calculations is the payment for travel time. We did not include funding for travel time as this would be variable across the attendees and is normally included attendance value. We are not proposing to 'pay on attendance' and expect sometimes that you will not be able to attend, but will not expect VAAC to repay in this circumstance.

Thanks for your consideration and I hope your Board agree

Regards

G

**Glynn Dodd**  
**Chief of Development and Transformation**  
**Coastal West Sussex Clinical Commissioning Group**

1 The Causeway, Goring-by-Sea, Worthing, West Sussex BN12 6BT

Tel: 01903 708427

Mobile: 07736 485327

Email: [glynn.dodd1@nhs.net](mailto:glynn.dodd1@nhs.net)

Web: <http://www.coastalwestsussexccg.nhs.uk>

If you are seeking information under the Freedom of Information Act, please re-direct your email to [cwsccg.cws-foi@nhs.net](mailto:cwsccg.cws-foi@nhs.net)

**From:** Hilary Spencer [<mailto:hilary.spencer@vaac.org.uk>]

**Sent:** 06 March 2017 11:27

**To:** DODD, Glynn (NHS COASTAL WEST SUSSEX CCG)

**Subject:** RE: Funding from NHS Coastal West Sussex CCG

Thank you for your letter dated 3<sup>rd</sup> March 2017 with the offer of funding in relation to our attendance at the PEC meetings.

As I advised Bridget we had prepared our own calculations in relation to these costs – although the hourly rate is correct at £30, the £750 / annum does not include any preparation time for the meetings. You will no doubt be aware that there are numerous papers tabled which need to be read and, on occasion, we may be required to directly consult our membership or across our wider team, in order to feed into the discussions. I regularly have a pre meeting with Sharon Westcott who attends on our behalf.

We have therefore put the cost of our attendance at £900 – allowing for 1 hours preparation per meeting, 1 hour for travel and 3 for the meeting (although this almost always runs over).

I would be pleased to know if you would be able to meet this cost – either way I will need to take the matter to the Board for their approval given the pressures on our budgets and capacity within the staff team.

Regards Hilary

Hilary Spencer  
Chief Executive



**Voluntary Action Arun & Chichester**

**PLEASE NOTE MY WORKING DAYS ARE MONDAY TO WEDNESDAY**

[hilary.spencer@vaac.org.uk](mailto:hilary.spencer@vaac.org.uk)

Bognor Office  
Town Hall  
Clarence Road  
Bognor Regis  
PO21 1LD  
tel: 01243 840305

[www.vaac.org.uk](http://www.vaac.org.uk)

Charity No: 1113641

[Follow us on Twitter](#)

Company Ltd by guarantee: 5667986

Registered in England & Wales



Core Funded by Arun & Chichester District & West Sussex County Councils

#### LEGAL DISCLAIMER

This e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. However, any views or opinions presented are solely those of the author and do not necessarily represent those of Voluntary Action Arun and Chichester.

If you are not the intended recipient or the person responsible for delivering the e-mail to the intended recipient, be advised that you have received this e-mail in error and that any use, dissemination, forwarding, printing or copying of this e-mail is strictly prohibited.

If you have received this e-mail in error, please notify the administrator.

E-mail: [admin@vaac.org.uk](mailto:admin@vaac.org.uk)

**From:** WHITE, Gill (NHS COASTAL WEST SUSSEX CCG) [<mailto:gill.white6@nhs.net>] **On Behalf Of**  
DODD, Glynn (NHS COASTAL WEST SUSSEX CCG)

**Sent:** 03 March 2017 16:41

**To:** Hilary Spencer

**Subject:** Funding from NHS Coastal West Sussex CCG

Dear Hilary,

Please find attached a letter from Glynn Dodd, the Chief of Development and Transformation at Coastal West Sussex CCG.

Kind regards,

**Glynn Dodd**  
**Chief of Development and Transformation**  
**Coastal West Sussex Clinical Commissioning Group**

1 The Causeway, Goring-by-Sea, Worthing, West Sussex BN12 6BT  
Tel: 01903 708427  
Mobile: 07736 485327  
Email: [glynn.dodd1@nhs.net](mailto:glynn.dodd1@nhs.net)  
Web: <http://www.coastalwestsussexccg.nhs.uk>

If you are seeking information under the Freedom of Information Act, please re-direct your email to [cwscg.cws-foi@nhs.net](mailto:cwscg.cws-foi@nhs.net)

\*\*\*\*\*  
\*\*\*\*\*

This message may contain confidential information. If you are not the intended recipient please inform the sender that you have received the message in error before deleting it. Please do not disclose, copy or distribute information in this e-mail or take any action in reliance on its contents: to do so is strictly prohibited and may be unlawful.

Thank you for your co-operation.

NHSmial is the secure email and directory service available for all NHS staff in England and Scotland  
NHSmial is approved for exchanging patient data and other sensitive information with NHSmial and GSi recipients  
NHSmial provides an email address for your career in the NHS and can be accessed anywhere  
For more information and to find out how you can switch, visit [www.nhsdigital.nhs.uk/nhsmial](http://www.nhsdigital.nhs.uk/nhsmial)

\*\*\*\*\*  
\*\*\*\*\*

\*\*\*\*\*  
\*\*\*\*\*

This message may contain confidential information. If you are not the intended recipient please inform the sender that you have received the message in error before deleting it. Please do not disclose, copy or distribute information in this e-mail or take any action in reliance on its contents: to do so is strictly prohibited and may be unlawful.

Thank you for your co-operation.

NHSmial is the secure email and directory service available for all NHS staff in England and Scotland  
NHSmial is approved for exchanging patient data and other sensitive information with NHSmial and GSi recipients  
NHSmial provides an email address for your career in the NHS and can be

accessed anywhere  
For more information and to find out how you can switch, visit  
[www.nhsdigital.nhs.uk/nhsmail](http://www.nhsdigital.nhs.uk/nhsmail)

\*\*\*\*\*  
\*\*\*\*\*