

Item: 2

PRIMARY CARE COMMISSIONING COMMITTEE MINUTES OF THE MEETING HELD ON FRIDAY 24 AUGUST 2018, THE BOARD ROOM, WILBERFORCE COURT, HULL, HU1 1UY

PART 1

PRESENT:

Voting Members:

P Jackson, NHS Hull CCG (Lay Representative) Chair
Dr D Roper, NHS Hull CCG (Chair of NHS Hull CCG)
E Daley, NHS Hull (Director of Integrated Commissioning)
E Latimer, NHS Hull CCG (Chief Officer)
E Sayner, NHS Hull CCG (Chief Finance Officer)
J Stamp, NHS Hull CCG (Lay Representative) Vice Chair
K Marshall, NHS Hull CCG (Lay Representative)

Non-Voting Attendees:

Councillor G Lunn, (Health and Wellbeing Board Representative/Elected Member)
Dr J Moulton, NHS Hull CCG (GP Member)
Dr S Richardson, NHS Hull CCG (GP Member)
Dr V Rawcliffe, NHS Hull CCG (GP Member)
G Baines, Healthwatch (Delivery Manager)
H Patterson, NHS England, (Assistant Primary Care Contracts Manager)
N Dunlop, NHS Hull CCG (Commissioning Lead for Primary Care)
P Davis, NHS Hull CCG (Head of Primary Care)
S Lee, NHS Hull CCG (Associate Director of Communications and Engagement)

IN ATTENDANCE:

E Jones, NHS Hull CCG (Note Taker)
K Martin, NHS Hull CCG (Deputy Director of Quality & Clinical Governance/Lead Nurse)

WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

1. APOLOGIES FOR ABSENCE

Voting Members:

J Weldon, Hull CC (Director of Public Health and Adult Social Care)
S Smyth, NHS Hull CCG (Director of Quality and Clinical Governance/Executive Nurse)

Non-Voting Members:

A Booker, Local Medical Committee
Dr A Oehring, NHS Hull CCG (GP Member)
Dr R Raghunath, NHS Hull CCG (GP Member)
G Day, NHS England (Head of Co-Commissioning)
M Napier, NHS Hull CCG (Associate Director of Corporate Affairs)
M Whitaker, NHS Hull CCG (Practice Manager Representative)

2. MINUTES OF THE MEETING HELD ON 29 JUNE 2018

The minutes of the meeting held on 29 June 2018 were submitted for approval.

Resolved

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| (a) | The minutes of the meeting held on 29 June 2018 were approved and signed as a true and accurate record. |
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3. MATTERS ARISING FROM THE MEETING

The Action List from the meeting held on 29 June 2018 was submitted for information. The following update was provided against remaining action:

29 June 2018

7.1 Strategic Commissioning Plan for Primary Care: Hull Primary Care "Blueprint"

It was confirmed that where patients have been removed from a practice list the practice where the patient was registered should provide care until the patient had registered at another practice. If NHS England (NHSE) was made aware of instances where this was not happening then a conversation with the practice took place to resolve the issue.

Resolved

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| (a) | Members of the Primary Care Commissioning Committee noted the Action List and this would be updated accordingly. |
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4. NOTIFICATION OF ANY OTHER BUSINESS

Any proposed item to be taken under Any Other Business must be raised and, subsequently approved, at least 24 hours in advance of the meeting by the Chair.

There were no items of any other business to be discussed.

5. DECLARATIONS OF INTEREST

In relation to any item on the agenda of the meeting, members were reminded of the need to declare:

- (i) any interests which are relevant or material to the CCG;
- (ii) any changes in interest previously declared; or
- (iii) any financial interest (direct or indirect) on any item on the agenda.

Any declaration of interest should be brought to the attention of the Chair in advance of the meeting or as soon as they become apparent in the meeting. For any interest declared the minutes of the meeting must record:

- (i) the name of the person declaring the interest;
- (ii) the agenda number item number to which the interest relates;
- (iii) the nature of the interest and the Action taken
- (iv) be declared under this section and at the top of the agenda item which it relates too;

Name	Agenda No	Nature of Interest
James Moult	7.1	Financial Interest – GP Partner Faith House (Modality – Hull Division)
	7.2	Financial Interest – GP Partner Faith House (Modality – Hull Division)
	8.4	Financial Interest – GP Partner Faith House (Modality – Hull Division)
Vince Rawcliffe	7.1	Financial Interest – GP Partner Newhall Surgery (Modality – Hull Division)
	8.4	Financial Interest – GP Partner Newhall Surgery (Modality – Hull Division)
Scot Richardson	8.4	Financial Interest – GP Partner James Alexander (Chair of Hull GP Collaborative)

Resolved

(a)	That the above declarations of interest be noted.
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6. GOVERNANCE

7. STRATEGY

7.1 Strategic Commissioning Plan for Primary Care and Primary Care Update

Dr James Moult and Dr Vince Rawcliffe, declared a Financial Interest as GP Partners at their respective Practices / GP Grouping.

The Assistant Primary Care Contracts Manager, NHS England (NHSE) provided an update on primary medical care matters including contract issues within Hull and national updates around primary medical care.

Six bids had been received from Hull practices with regard to the GP Resilience Programme (GPRP) funding for 2018-2019. The areas of support, along with the financial support being requested and whether this was supported / declined was identified within the report.

A review of Dispensing Patients across the Yorkshire and Humber region was to be undertaken. This would affect one Hull practice (Sutton Manor Surgery). Committee Members noted the proposed timescale for the review.

The procurement timeline with regard to the Alternative Provider Medical Services (APMS) Calvert & Newington GP practice contract had been published recently and this was noted by Committee Members.

There was a discussion as to reasons why the provider may have wished to terminate the contract and it was noted that the way in which the national APMS contract was written and the clauses in relation to contract termination were primarily based on a Commissioner terminating a contract however a Provider of an APMS contract was also able to terminate a contract. Discussions had taken place with regard to the future patient list size of the City Health Federation practice grouping practice as groupings were required to have a patient list size of at least 30,000 in

order to participate in other CCG schemes and to be recognised as primary care networks by NHS England.

The CCG was looking to commission at scale Minor Surgery services through the GP groupings. The current contracts, due to end September 2018 had therefore been extended until the end of March 2019 for the preparatory work with regard to this to take place.

There was potential for 3 GP Fellowships within the Humber area and an expression of interest had been submitted to Health Education England (HEE) which had been approved. It had been suggested that work with regard to Children and Young people be undertaken although this needed further consideration. The CCG Chair was also meeting with another newly appointed individual (Fay Treloa, Director of Business Engagement and Enterprise, Faculty of Health Sciences, University of Hull) who wanted to support the CCG with work.

Committee Members noted that notification had been received by NHS England (NHSE) with regard to Lloyds Pharmacy's intention to permanently close their branch within Sainsburys in Hessle from 9 February 2019. Concern was expressed by Committee Members as to how easily a pharmacy was able to close if it was no longer viable.

Resolved

(a)	Members of the Primary Care Commissioning Committee noted the updates contained within the report.
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7.2 PRIMARY CARE COMMUNICATIONS AND ENGAGEMENT UPDATE

The Associate Director of Communications and Engagement provided an update on the progress of the Primary Care Communications and Engagement Group.

The Hull Health and Wellbeing Overview and Scrutiny Commission had received a primary care update at the meeting held on 15 June 2018 and a further update with regard to Extended Access procurement, APMS procurement for the Calvert and Newington GP practice and Overseas Recruitment programme will be provided at the December 2018 Commission meeting.

Two West Hull Health Hub public information events had been held on 22 and 23 May 2018 to view the plans for the building, flood alleviation scheme and highways proposal. The Vice Chair/Lay Representative reported that he attended the events and this had been a useful exercise, especially in terms of some of the questions raised.

Healthwatch had facilitated a Patient Participation Group (PPG) event on 12 July 2018, which aimed to bring people together who were part of a PPG, who would like to join a PPG and GP Practice Managers. Six PPGs had since been visited and useful meetings had been held with some of the Practice Groupings and a further event was to be held on 8 November 2018.

There was a real appetite and enthusiasm from people and concern raised about the demographic in terms of patients in the room and some of the younger patients had not attended.

Resolved

(a)	Members of the Primary Care Commissioning Committee noted the update provided.
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8. SYSTEM DEVELOPMENT & IMPLEMENTATION

8.1 NEWLY DESIGNED ENHANCED SERVICES

There were no items of newly designed enhanced service to discuss.

8.2 EXTENDED PRIMARY CARE MEDICAL SERVICES

There were no items of newly designed enhanced service to discuss.

8.3 Risk Report

The Head of Primary Care provided a risk report with regard to the primary care related risks on the corporate risk register. It was noted that there were currently 27 risks, of these 5 were related to primary care.

The updates to the risks were highlighted in red. Four of the risks had been rated at high and one as moderate.

Clarification was sought as to whether moderate risk should still be identified on the register and it was suggested and agreed that how risks were dealt with in general going forward needed to be looked at.

Resolved

(a)	Members of the Primary Care Commissioning Committee noted the report.
(b)	It was suggested and agreed that how risks were dealt with in general going forward needed to be looked at.

8.4 EXTENDED ACCESS TO PRIMARY CARE MEDICAL SERVICES – CONTRACT AWARD UPDATE

The Commissioning Lead, Primary Care provided an update with regard to the open procurement process undertaken in relation to the Extended Access to Primary Care Medical Services service.

Following the Extraordinary Primary Care Commissioning Committee meeting on 27 July 2018, the Committee approved City Health Care Partnership CIC as the preferred provider on behalf of a partnership which will use the trading name Hull Primary Care Collaborative. The CCG was currently working through the Alternative Provider Medical Services (APMS) contract to make sure it was fit for purpose. The contract term was 5 years with an option to extend for a further 2 years and would commence on 1 October 2018.

Resolved

(a)	Members of the Primary Care Commissioning Committee noted the contents of the report and in particular, the contract award for the Extended Access to Primary Care Medical Services service to the preferred provider – City Health Care Partnership (CHCP).
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9. FOR INFORMATION

9.1 PRIMARY CARE QUALITY & PERFORMANCE SUB COMMITTEE

The Minutes of the meeting held on 16 May 2018 were submitted for information.

9.2 CHAIRS UPDATE REPORT – 29 JUNE 2018

Committee Members noted the contents of the Charis Update report.

9.3 MINUTES OF MEETINGS

It was reported that in terms of the CCG's Primary Care Nursing workforce, they were feeling much more supported with the arrangements that had been put in place by the CCG.

10. ANY OTHER BUSINESS

There were no items of Any other Business.

11. DATE AND TIME OF NEXT MEETING

The next meeting would be held on **Friday 26 October 2018** at 9.15 am – 10.45 am, The Board Room, Wilberforce Court, Alfred Gelder Street, Hull, HU1 1UY

Signed: _____
(Chair of the Primary Care Commissioning Committee)

Date: _____

Abbreviations

APMS	Alternative Provider Medical Services
CHCP	City Health Care Partnership
CoM	Council of Members
ECP	Emergency Care Practitioner
GPRP	GP Resilience Programme
HEE	Health Education England
NHSE	NHS England
P&CC	Planning & Commissioning Committee
PCCS	Primary Care Commissioning Committee
PCJCC	Primary Care Joint Commissioning Committee
PCMSPF	Primary Care Medical Services Provider Forum
PCQPSC	Primary Care Quality & Performance Sub-Committee (PCQPSC).
PPG	Patient Participation Group
Q&PC	Quality & Performance Committee
STP	Sustainability and Transformation Partnerships