

## Item: 9.1

### PRIMARY CARE QUALITY & PERFORMANCE SUB COMMITTEE

**MINUTES OF THE MEETING HELD ON TUESDAY 20 NOVEMBER 2018,  
13.00PM – 15.00PM, BOARD ROOM, WILBERFORCE COURT,  
ALFRED GELDER STREET, HULL, HU1 1UY**

#### PART 1

##### PRESENT:

S Smyth, Director of Quality & Clinical Governance/Executive Nurse, Hull CCG (Chair)  
E Butters, Head of Performance and Programme Delivery, Hull CCG  
J Crick, Associate Medical Director, Hull CCG  
N Dunlop, Head of Commissioning – Integrated Delivery, Hull CCG  
C Hurst, Engagement Manager, Hull CCG  
K Martin, Deputy Director of Quality & Clinical Governance/Lead Nurse, Hull CCG  
K Memluks, Commissioning Lead - Quality, Hull CCG  
E Opare-Sakyi, NECS Medicines Optimisation Pharmacist, North of England  
Commissioning Support  
H Patterson, Primary Care Contracts Manager, NHS England  
S Gill, Screening and Immunisation Coordinator (Clinical), Public Health England  
R Thompson, Head of Nursing and Quality, Hull CCG, Hull CCG

##### IN ATTENDANCE:

Jade Adams, Personal Assistant, Hull CCG - (*Minute Taker*)

##### WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting and those present introduced themselves.

##### 1. APOLOGIES FOR ABSENCE

No apologies were noted.

##### 2. MINUTES OF THE MEETING HELD ON 23 OCTOBER 2018

The minutes held on the 23 October 2018 were approved as a true and accurate record.

##### Resolved

(a)	The minutes of the meeting held on 23 October 2018 be taken as a true and accurate record.
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##### 3. MATTERS ARISING / ACTION LIST

All actions were marked as closed.

##### Resolved

(a)	All Actions were marked as closed.
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**4. NOTIFICATION OF ANY OTHER BUSINESS**

Any proposed items 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.

**Resolved**

(a)	There were no items of any other business to be discussed at this meeting.
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**5. DECLARATIONS OF INTEREST**

In relation to any item on the agenda of the meeting members are 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 pecuniary 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 item number to which the interest relates;
- (iii) the nature of the interest;
- (iv) be declared under this section and at the top of the agenda item which it relates too;

Name	Agenda Item No	Nature of Interest

**Resolved**

(a)	There were no declarations of interest noted.
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**6. Q2 INFECTION PREVENTION AND CONTROL REPORT**

The Deputy Director of Quality & Clinical Governance/Lead Nurse presented the Q1 Infection, Prevention and Control report to note.

Highlighted within the report was.

The Quality premium for the reduction of Gram negative blood stream infection has been updated for 2018/19. This change requires us to undertake primary data set collection on 100% of E.coli cases in Quarter 2 and 50% of cases in Quarter 3.

The stretch objective for C diff 2018/19 is <55 cases and currently the CCG was on target for the Quarter 2 objective. HEY had reported 19 Trust apportioned cases of C diff.

There was a drop in cases of E coli BSI in quarter 2, a discussion took place around the possible suggestions was that it could be the hydration project work that was happening in care homes. The Director of Quality and Clinical Governance/ Executive Nurse was keen to understand this more.

## Resolved

(a)	The Primary Care Quality and Performance Sub Committee noted the Q2 Infection Prevention Control Report.
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### 7. TERMS OF REFERENCE

The Commissioning Lead – Quality presented the Terms of reference to discuss.

The changes made to the Terms of reference were agreed.

It was requested that the Personal Assistant would check the job titles in the membership section and add in IPC and Programme Delivery Board in the links to interdependencies section.

(a)	The Primary Care and Performance Sub Committee Members approved the changes to the Terms of Reference.
(b)	The personal Assistant would update the Membership and the interdependencies section.

### 8. ADVANCE CARE PLANNING IN GENERAL PRACTICE – DOES POLICY MATCH REALITY

The Commissioning Lead - Quality presented the Advance care planning in general practice – does this policy match reality to discuss.

A discussion took place around the problems been faced with the unmarried group of people around their next of kin – work had already been started around this.

The Director of Quality and Clinical Governance raised the methodology section of the report around end of life care. Work was ongoing with ICC around this cohort through the wider frailty work. The Commissioning Lead – Quality would have a conversation with the Professional Advisor Primary Care Nursing and the Head of Transformation to look at this further.

## Resolved

(a)	The Primary Care Quality and Performance Sub Committee Members noted the Advance Care planning in general practice – does the policy match reality.
(b)	The Commissioning Lead - Quality would have a conversation with the Professional Advisor Primary Care Nursing and the Head of Transformation to look at end of life care.

### 9. FOR INFORMATION

#### PRIMARY CARE JOINT COMMISSIONING COMMITTEE MINUTES

### 10. ANY OTHER BUSINESS

No other business was discussed

### 11. DATE AND TIME OF NEXT MEETING

Tuesday 29 January 2019, 9.30am – 11.30am, Board Room, Wilberforce Court, Hull, HU11UY

## **Abbreviations**

CHCP	City Health Care Partnership
CoM	Council of Members
CQC	Care Quality Commission
FFT	Friends & Family Test
HEYHT	Hull and East Yorkshire Hospitals NHS Trust
HSCIC	Health and Social Care Information Centre
Hull CCG	Hull Clinical Commissioning Group
Humber TFT	Humber Teaching NHS Foundation Trust
NHSE	NHS England
PAG	Professional Advisory Group
PALS	Patient Relations
PCJCC	Primary Care Joint Commissioning Committee
PCQ&PSC	Primary Care Quality & Performance Sub Committee
QSG	Quality Surveillance Group