

Item: 6.1

Report to:	Primary Care Commissioning Committee
Date of Meeting:	26 April 2019
Title of Report:	Primary Medical Care Commissioning - Final Internal Audit Report
Presented by:	Phil Davis, Strategic Lead - Primary Care, NHS Hull CCG
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STATUS OF THE REPORT:

To approve	<input type="checkbox"/>	To endorse	<input type="checkbox"/>
To ratify	<input type="checkbox"/>	To discuss	<input type="checkbox"/>
To consider	<input type="checkbox"/>	For information	<input type="checkbox"/>
To note	<input checked="" type="checkbox"/>		

PURPOSE OF REPORT:

The purpose of this report is to provide the Primary Care Commissioning Committee the Primary Medical Care Commissioning Final Internal Audit Report.

RECOMMENDATIONS:

It is recommended that the Primary Care Commissioning Committee:

- (a) Note the contents of the report;
- (b) Note that the actions identified within the Audit Report have been completed.

REPORT EXEMPT FROM PUBLIC DISCLOSURE No Yes

If yes, detail grounds for exemption

CCG STRATEGIC OBJECTIVE *(See guidance notes on page 4)*

Integrated commissioning – to ensure the appropriate governance arrangements are in place for the commissioning of primary medical care services.

IMPLICATIONS: (summary of key implications, including risks, associated with the paper),	
Finance	Not applicable
HR	Not applicable
Quality	Not applicable
Safety	Not applicable

ENGAGEMENT: (Explain what engagement has taken place e.g. Partners, patients and the public prior to presenting the paper and the outcome of this)

None – the Audit was based upon guidance published by NHS England in August 2018.

LEGAL ISSUES: (Summarise key legal issues / legislation relevant to the report)

None

EQUALITY AND DIVERSITY ISSUES: (summary of impact, if any, of CCG's duty to promote equality and diversity based on Equality Impact Analysis (EIA). **All** reports relating to new services, changes to existing services or CCG strategies / policies **must** have a valid EIA and will not be received by the Committee if this is not appended to the report)

	Tick relevant box
An Equality Impact Analysis/Assessment is not required for this report.	√
An Equality Impact Analysis/Assessment has been completed and approved by the lead Director for Equality and Diversity. As a result of performing the analysis/assessment there are no actions arising from the analysis/assessment.	
An Equality Impact Analysis/Assessment has been completed and there are actions arising from the analysis/assessment and these are included in section xx in the enclosed report.	

THE NHS CONSTITUTION: (How the report supports the NHS Constitution)

The report supports the delivery of the NHS Constitution as the commissioning of primary care services will aid in the delivery of the following principles, rights and NHS pledges:

- 1) The NHS aspires to the highest standards of excellence and professionalism
- 2) NHS works across organisational boundaries and in partnership with other organisations in the interests of patients
- 3) Quality of care
- 4) You have the right to expect NHS organisations to monitor, and make efforts to improve, the quality of healthcare they commission or provide.

PRIMARY MEDICAL CARE COMMISSIONING - FINAL INTERNAL AUDIT REPORT

1. INTRODUCTION

The purpose of this report is to provide the Primary Care Commissioning Committee the Primary Medical Care Commissioning Final Internal Audit Report.

2. BACKGROUND

Where NHS England delegates its functions to Clinical Commissioning Groups, it still retains overall responsibility and liability for these and is responsible for obtaining assurances that its functions are being discharged effectively.

In August 2018 NHS England published *Primary Medical Care Commissioning and Contracting: Internal Audit Framework for delegated Clinical Commissioning Groups*. The document provided the framework for delegated Clinical Commissioning Groups undertaking internal audit of their primary medical care commissioning arrangements.

The scope of the audit framework mirrors the Delegation Agreement entered into between NHS England and Clinical Commissioning Groups and covers the following functions of the commissioning cycle:

1. Commissioning and procurement of services
2. Contract Oversight and Management Functions
3. Primary Care Finance
4. Governance (common to each of the above areas)

Clinical Commissioning Groups were required to incorporate primary medical care commissioning within 2018/19 audit plans where possible and where this has been possible the full set of audits, 1 - 4 above, must be completed by March 2021.

3. INFORMATION

Following agreement with Audit One it was agreed that the audit to be undertaken in 2018/19 would be *1. Commissioning and procurement of services*. The scope of the audit was as follows:

- i. planning the provision of primary medical care services in the area, including carrying out needs assessments and consulting with the public and other relevant agencies as necessary
- ii. the processes adopted in the procurement of primary medical care services, including decisions to extend existing contracts
- iii. the involvement of patients / public in those commissioning and procurement decisions
- iv. the effective commissioning of Directed Enhanced Services and any Local Incentive Schemes (including the design of such schemes)
- v. commissioning response to urgent GP practice closures or disruption to service provision

The audit results were presented to the CCG Integrated Audit and Governance Committee in March 2019. The conclusion was as follows:

*Governance, risk management and control arrangements provide **substantial assurance** that the risks identified are managed effectively. Compliance with the control framework was found to be taking place.*

Three recommended actions were identified as follows:

1. An up to date Communications and Engagement Strategy should be in place, once the engagement focus and approaches have been agreed pending key discussions in respect of the Hull Place Based Plan.
2. The Programme Delivery Board Terms of Reference should include a planned review period in line with the CCG's other Terms of Reference and be reviewed when due. The updated version should then be made available on the website once ratified.
3. The CCG should ensure that the newly developed Business Continuity Plan Policy (BCM) is approved and cascaded to practices in a timely manner.

All three actions have been completed. The full report is attached at Appendix 1.

4 RECOMMENDATIONS:

It is recommended that the Primary Care Commissioning Committee:

- a) Note the contents of the report;
- b) Note that the actions identified within the Audit Report have been completed.