

**PRIMARY CARE COMMISSIONING COMMITTEE
CHAIR'S ANNUAL REPORT
1 APRIL 2018 TO 31 MARCH 2019**

1. Introduction

- 1.1 The purpose of this report is to update Board members with the progress of the work of the Primary Care Commissioning Committee for the period April 2018 - March 2019. For the purposes of this report the term 'the Committee' will be used.
- 1.2 Since April 2017 the CCG has operated at Level 3, fully delegated commissioning, of primary medical care services.
- 1.3 The Committee has continued to manage conflicts of interest robustly and in line with the CCG Conflicts of Interest policy.

2. Role and Membership of the Primary Care Commissioning Committee

- 2.1 The role of the Committee includes the following:
- GMS, PMS and APMS contracts (including the design of PMS and APMS contracts, monitoring of contracts, taking contractual action such as issuing branch/remedial notices, and removing a contract);
 - Newly designed enhanced services ("Local Enhanced Services" and "Directed Enhanced Services");
 - Design of local incentive schemes as an alternative to the Quality Outcomes Framework (QOF);
 - Decision making on whether to establish new GP practices in an area;
 - Approving practice mergers;
 - Making decisions on 'discretionary' payment (e.g., returner/retainer schemes).
 - Currently commissioned extended primary care medical services;
 - Newly designed services to be commissioned from primary care.
- 2.2 The CCG Governing Body Lay Representative Strategic Change acted as Chair from April to August 2018. Due to the serious ill health of the Chair the Vice Chair, the CCG Governing Body Lay Representative Patient and Public Involvement, acted as Chair from October 2018 to March 2019. The full membership is attached as Appendix 1.

- 2.3 Part 1 meetings of the Committee are held in public and Part 2 meetings are held in private. 4 out of 6 Part 1 meetings and 6 out of 8 Part 2 meetings were quorate.

Where a meeting was not quorate Voting members unable to attend provided the meeting with a view in order for decisions to be made.

Voting member attendance was as follows:

First Name	Surname	Role	No of Meetings Attended		% of Meetings Attended	
			Part 1	Part 2	Part 1	Part 2
Paul	Jackson	Lay Member (Chair)	3	5	50%	62.5%
Jason	Stamp	Lay Member (Vice Chair)	6	8	100%	100%
Emma	Latimer	Chief Officer	3	4	50%	50%
Emma	Sayner	Chief Finance Officer	5	7	83.3%	87.5%
Erica	Daley	Director of Integrated Commissioning	2	4	33.3%	50%
Sarah	Smyth	Director of Quality and Clinical Governance / Executive Nurse	5	5	83.3%	62.5%
Karen	Marshall	Lay Member	4	6	66.6%	75%
Julia	Weldon	Director of Public Health	5	6	83.3%	75%
Dan	Roper	Governing Body GP Member without pecuniary interest	6	8	100%	100%

In addition, 5 NHS Hull CCG Governing Body GP Members, the NHS Hull CCG Governing Body Practice Manager, two NHS England officers, a number of NHS Hull CCG officers, and representatives from Humberside LMCs, Healthwatch Hull and the Hull Health and Wellbeing Board attend the Committee as non-voting members.

- 2.4 The agendas of the meeting are managed under 3 discrete areas as follows:
- Governance
 - Strategy
 - System Development and Implementation

3. Governance

- 3.1 The terms of reference for the Committee were reviewed and considered by the July 2018 CCG Board meeting.
- 3.2 The terms of reference for the Primary Care Quality & Performance Committee were reviewed.
- 3.3 The Committee was advised that the Delegation Agreement between the

CCG and NHS England had been updated to reflect the General Data Protection Regulation (GDPR).

4. Strategy

- 4.1 In terms of Strategy the Committee received regular updates on progress in implementing the CCG's Strategic Commissioning Plan for Primary Care (Hull Primary Care Blueprint) including various practice changes and mergers, requests to change practice boundaries and to close practice lists, and proposed changes to align PMS and GMS payments. Allocation of GP Resilience Fund resources were reported to the Committee.
- 4.2 The Committee received reports on estates issues, including the development of a new primary care facility in west Hull, and the NHS England Estates and Technology Transformation Fund (ETTF). Approval was given to the maintenance of an estate strategy and planning tool.
- 4.3 The Committee approved the re-procurement and, following an open procurement, the contract award of an APMS contract to Haxby Group (HGB Ltd) for the Calvert & Newington Practice.
- 4.4 The Committee considered the options for the procurement of an Extended Access service as required by NHS England and, following an open procurement, approved award of an APMS contract to City Health Care Partnership (CHCP) CIC.
- 4.5 The Committee approved a proposal to mitigate against the differential between General Medical Services (GMS) and Personal Medical Services (PMS) payments per patient being a barrier to practice changes that fit strategically with the CCG's Strategic Commissioning Plan for Primary Care (Blueprint).
- 4.6 The Committee considered options to align GMS and PMS payments and approved proposals for the utilisation of primary care transformation monies.
- 4.7 The Committee considered draft estates strategy plans, options for the future of the Walk-In Centre and the Participants' Requirements for the new primary care facility planned for west Hull.
- 4.8 The Committee approved the proposed engagement approach to be undertaken by Modality Hull in relation to a proposal to reconfigure services delivered from Faith House, Newland Group and New Hall Surgeries.
- 4.9 The Committee received a report in February 2019 outlining the NHS Long Term Plan and specifically the development of Primary Care Networks, the Network Directed Enhanced Service (DES) and reforms to the GP contract.

5. System development and implementation

- 5.1 The Committee received at each meeting risk update reports covering the CCG corporate risks associated with the work of the committee.
- 5.2 The Committee received regular reports from the Primary Care Quality and Performance Sub-Committee.

- 5.3 The Committee approved a Local Quality Premium scheme for the practice groupings for 2018/19.
- 5.4 The Committee received regular updates on the progress of the Humber Coast and Vale International GP Recruitment programme, the Extended Access Service which commenced on 1st October 2018 and the commissioning of minor surgery services.
- 5.5 The Committee considered a Safeguarding Adults Policy for Primary Care.

6. Summary

The Primary Care Commissioning Committee can confirm from evidence provided throughout the year and in this annual report that the CCG Board can be assured that the Committee has fulfilled its functions as set out in the terms of reference for the Committee.

7. Recommendation

It is recommended that the CCG Board be assured that the Primary Care Commissioning Committee has fulfilled its functions as set out in the terms of reference for the Committee.

Jason Stamp

Vice Chair, Primary Care Commissioning Committee 2018-19

August 2019

APPENDIX 1

MEMBERSHIP OF PRIMARY CARE COMMISSIONING COMMITTEE

The membership will meet the requirements of NHS Hull Clinical Commissioning Group's constitution.

The Chair of the Committee shall be a Lay Representative of the NHS Hull CCG Governing Body.

The Vice Chair of the Committee shall be a Lay Representative of the NHS Hull CCG Governing Body.

There will be a standing invitation to Healthwatch, the Local Medical Committee and the Health and Wellbeing Board.

Membership of the Committee is determined and approved by NHS Hull CCG governing body and will comprise:

Member (Voting)

NHS Hull CCG

- NHS Hull CCG Governing Body, Lay Representative Strategic Change - Chair
- NHS Hull CCG Governing Body, Lay Representative Patient and Public Involvement - Vice Chair
- NHS Hull CCG Chief Officer
- NHS Hull CCG Chief Finance Officer (or immediate deputy)
- NHS Hull CCG Director of Integrated Commissioning (or immediate deputy)
- NHS Hull CCG Director of New Models of Care (or immediate deputy)
- NHS Hull CCG Director of Quality and Clinical Governance/Executive Nurse (or immediate deputy)
- NHS Hull CCG Governing Body Lay Representative Audit, Remuneration and Conflict of Interest Matters
- NHS Hull CCG Governing Body GP Member(s) without a pecuniary interest
- NHS Hull CCG Governing Body Registered Nurse

Hull City Council

- Hull City Council Director of Public Health (or immediate deputy)

Non-voting attendees

- NHS England Representative, Head of Co-Commissioning (Localities) (or immediate deputy)
- NHS England Representative, Assistant Primary Care Contracts Manager
- NHS Hull CCG Governing Body GP Members
- Healthwatch Hull Representative - Delivery Manager
- LMC Representative
- NHS Hull Associate Director of Corporate Affairs
- NHS Hull Associate Director of Communications and Engagement
- NHS Hull CCG Head of Primary Care
- NHS Hull CCG Commissioning Lead - Primary Care
- NHS Hull CCG Governing Body Practice Manager Representative
- Health and Wellbeing Board Representative – Elected Member

In attendance as and when required

- Commissioning Support Representatives
- Other Officers of the CCG
- Other Officers of NHS England