

PLANNING AND COMMISSIONING COMMITTEE

**MINUTES OF THE MEETING HELD ON FRIDAY 6 DECEMBER 2019
THE BOARD ROOM, WILBERFORCE COURT**

PRESENT:

V Rawcliffe, NHS Hull CCG (Clinical Member) – Chair
 B Ali, NHS Hull CCG, (Clinical Member)
 M Balouch, NHS Hull CCG, (Clinical Member)
 K Ellis, NHS Hull CCG, (Deputy Director of Commissioning)
 J Dodson, NHS Hull CCG, (Director of Integrated Commissioning)
 I Goode, NHS Hull CCG, (Lay Member)
 S Lee, NHS Hull CCG, (Associate Director, Communications and Engagement)
 A Oehring, NHS Hull CCG, (Clinical Member)
 J Stamp, NHS Hull CCG, (Lay Member)
 D Storr, NHS Hull CCG (Deputy Chief Finance Officer)
 M Whitaker, NHS Hull CCG, (Practice Manager Representative)

IN ATTENDANCE:

Varun Anand, Modality Partnership, (GP)
 C Denman, NHS Hull CCG (Head of NHS Funded Care)
 K Hilly, North of England Commissioning Support, (Medicines Optimisation Technician)
 J Crick, NHS Hull, (Consultant in Public Health Medicine and Associate Medical Director)
 K McCorry, North of England Commissioning Support, (Medicines Optimisation Pharmacist)
 D Robinson, NHS Hull CCG, (Minute Taker)

WELCOME & INTRODUCTIONS

The Chair welcomed everyone to the meeting.

1. APOLOGIES FOR ABSENCE

M Bradbury, NHS Hull CCG, (Strategic Lead Mental Health and Learning Disabilities)
 B Dawson, NHS Hull CCG, (Strategic Lead Children, Young People & Maternity)
 P Davis, NHS Hull CCG, (Strategic Lead Primary Care)
 T Fielding, Hull CC, (Assistant Director Health and Wellbeing/Deputy DPH)
 D Lowe, NHS Hull CCG, (Dep Director of Quality and Clinical Governance / Lead Nurse)

2. MINUTES OF THE PREVIOUS MEETING HELD ON 1 NOVEMBER 2019

The minutes from 1 November 2019 had been circulated with a number of amendments/deletions it was agreed to circulate outside of the meeting with comments/amendments/deletions being returned back by 20 December 2019.

Resolved

(a)	The minutes of the meeting held on 1 November 2019 were to be circulated for comments/amendments/deletions.
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3. MATTERS ARISING FROM THE MEETING

The Action List from the meeting held on 1 November 2019 was provided for information, there were no matters arising to be updated.

(a)	Members of the Planning and Commissioning Committee noted the updates to the Action List.
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4. NOTIFICATION OF ANY OTHER BUSINESS

There were no items of Any Other Business to discuss.

Resolved

(a)	The Planning and Commissioning Committee noted that there were no items of Any Other Business to discuss.
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5. GOVERNANCE

5.1 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 to which the interest relates;
- (iii) the nature of the interest which the Action taken
- (iv) be declared under this section which at the top of the agenda item which it relates too;

The following declarations of interest declared.

Name	Agenda No	Nature of Interest and Action Taken
Dr Amy Oehring	6.2d, 6.2	Declared at Financial Interest as GP Partner in Sutton Manor and as a dispensing practice. The declarations were noted.
Dr M Balouch	6.2b, 6.2d, 6.2e, 7.1	Declared a Financial Interest as GP Partner at Haxby Group, The declarations were noted
Dr B Ali	6.2d, 6.2e	Declared a Financial Interest, as GP Partner in Modality and the workload it would increase in the practice, the declarations were noted.

Resolved

(a)	The Planning and Commissioning Committee noted the interests declared by members.
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5.2 GIFTS AND HOSPITALITY

There had been no declarations of Gifts or Hospitality made since the Planning and Commissioning Meeting in November 2019.

Resolved

(a)	Members of the Planning and Commissioning Committee noted there were no gifts and hospitality declared.
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5.3 RISK REGISTER

The Director of Integrated Commissioning provided a report advising Committee Members of the planning and commissioning risks on the corporate risk register.

It was stated that risk 932 Paediatric Speech and Language Service would remain as an extreme risk until recruitment of additional workforce had taken place and waiting list reductions are evident.

It was noted that risks 898 and 917 had not been updated recently it was agreed that narrative would be added to both risks and risk 898 would continue to be live and risk 917 would be escalated to the Integrated Audit and Governance Committee requesting closure.

Resolved

(a)	Members of the Planning and Commissioning Committee noted the relevant risks, controls and assurances within the corporate risk register.
(b)	Members of the Planning and Commissioning Committee agreed that risk 917 be escalated to the Integrated Audit and Governance Committee requesting closure.

6. STRATEGY

6.1 PUBLIC HEALTH BY EXCEPTION

The Consultant in Public Health Medicine and Associate Medical Director provided a verbal update on the work which was being undertaken at Hull City Council.

It was stated that discussions were taking place with Hull City Council in relation to commissioning the 0 – 19 service more coherently with other children's services.

Resolved

(a)	Members of the Planning and Commissioning Committee noted the update.
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6.1a OVERVIEW OF THE 2019 HULL HEALTH AND WELLBEING SURVEY

The Epidemiologist/Public Health Statistician presented an overview of the Hull 2019 Health and Wellbeing survey to the committee.

The Hull 2019 Health and Wellbeing Survey was commissioned by Hull City Council Public Health Team in 2018. A quota sample approach was taken to ensure that the survey results would remain generalisable to the Hull resident population and questions were included to allow trends to be identified from comparison with previous health and wellbeing surveys. The survey ran from March to June 2019.

The purpose of the survey was to provide more granular, local information to inform the Joint Strategic Needs Assessment.

The following areas were included:

- General Physical Health
- Mental Wellbeing
- Social Isolation
- Diet, Physical Activity & Weight
- Smoking & E-Cigarettes.
- Alcohol
- Financial Resilience
- Problem Gambling
- Social Capital
- Caring
- Mental Wellbeing

Committee Members asked how the information presented would be used and cascaded. It was agreed that the information should be used across commissioning to inform and support decision-making.

It was noted that the survey contained a large amount of information and that further discussion was required, it was agreed that the planned discussion/workshop between NHS Hull CCG Board and Hull City Council Cabinet would be a suitable place to agree next steps.

Resolved

(a)	Members of the Planning and Commissioning Committee noted the contents of the presentation.
(b)	The Health and Wellbeing Survey to be proposed as an agenda item for the planned discussion/workshop between the NHS Hull CCG Board and Hull City Council Cabinet.

6.2 MEDICINES MANAGEMENT

6.2a CLINICAL COMMISSIONING DRUG POLICIES (STANDING ITEM)

There were no clinical commissioning drug policies to approve.

6.2b HULL & EAST RIDING PRESCRIBING COMMITTEE (HERPC) SUMMARY OF NEW DRUGS OR CHANGES IN USAGE APPLICATIONS AND TRAFFIC LIGHT STATUS

The Medicines Optimisation Pharmacist provided an update on recent new drugs or change in usage applications and traffic light status.

It was stated that the following new Prescribing Guidelines had been presented and approved by Hull and East Riding Prescribing Committee.

Elmiron pentosan: Already on formulary as 'blue specialist advised' was proposed to be a Red drug (CCG Commissioned -PbR excluded: No)

Sodium Zirconium: To add to formulary as a Red drug (CCG Commissioned -PbR excluded: No)

Nizatidine: To add to formulary in addition to Ranitidine as a Green drug (CCG commissioned)

Famotidine: To add to formulary in addition to Ranitidine was proposed to be a Green drug (CCG commissioned)

Prasterone Pessaries: To add to formulary as 'blue'.

Resolved

(a)	Members of the Planning and Commissioning Committee noted the report.
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6.2c NICE MEDICINES UPDATE (STANDING ITEM)

The Medicines Optimisation Pharmacist provided an update of changes or additions to NICE publications, and their implications for CCG Commissioners.

The NHS Hull Clinical Commissioning Group Summary of NICE Guidance form had been altered to include a RAG rating which indicates who is responsible for the action.

RAG rating status

- Grey – not applicable to CCG
- Green – compliant
- Amber – action being undertaken
- Blue – no direct action needed

It was agreed that the Deputy Director of Commissioning, Medicines Optimisation Pharmacist and the Deputy Director of Quality and Clinical Governance/Lead Nurse are to meet agree the use and cascading of the information in respect of NICE publications.

The Medicines Optimisation Pharmacist is to review the timeline to ascertain how long it would take for information to be cascaded to Primary Care.

Publications currently relevant for the CCG:

TA605 - Xeomin (botulinum neurotoxin type A) for treating chronic sialorrhoea - NICE stated to assess costs locally

TA607 - Rivaroxaban for preventing atherothrombotic events in people with coronary or peripheral artery disease - NICE stated this guidance is applicable to Secondary care – acute; resource impact to be confirmed.

NG141 - Cellulitis and erysipelas: antimicrobial prescribing - NICE stated this would be cost neutral

NG142 - End of life care for adults: service delivery - NICE stated to assess costs locally

NG19 - Diabetic foot problems: prevention and management- implementation tools available

NG1 - Gastro-oesophageal reflux disease in children and young people: diagnosis and management – implementation tools available.

CG137 - Epilepsies: diagnosis and management – implementation tools were available.

CG71 - Familial hypercholesterolaemia: identification and management - implementation tools are available.
 IPG663 - Midcarpal hemiarthroplasty for wrist arthritis – implementation tools are available.

Guidance Key:-

- HST – Highly Specialised Technology
- TA – Technology Appraisal
- QS – Quality Standard
- NG – NICE Guideline
- CG – Clinical Guideline
- MTG – Medical Technology Guidance
- IPG – Interventional Procedure Guidance

Resolved

(a)	Members of the Planning and Commissioning Committee noted the update.
(b)	The Deputy Director of Commissioning, Medicines Optimisation Pharmacist and the Deputy Director of Quality and Clinical Governance/Lead Nurse would meet and agree the use and cascading of the information in respect of NICE publications.
(c)	The Medicines Optimisation Pharmacist is to review the timeline to ascertain how long it would take for information in respect of NICE publications to be cascaded to Primary Care.

6.3d CESSATION OF MANAGED REPEATS BRIEFING REPORTING

The Medicines Optimisation Technician provided a report to inform and update the Planning and Commissioning Committee regarding the Cessation of Managed Repeat Prescriptions across the four Humber CCGs, on the following:

- Setting up a Communications and Engagement Sub Group including membership from all Humber CCG's.
- Developing key communication materials aimed at GP's, pharmacists and patients.
- Identifying key stakeholders in each of the four CCG areas.
- Identifying existing communication and engagement mechanisms in each of the four CCG areas.
- Developing a Humber wide Communications and Engagement plan.
- Revising the Equality Impact Assessment to inform future communications and engagement.

It was stated that a task and finish group had been established across all four CCGs representation from Hull CCG comprised of Lay Member, Engagement Public Engagement and Patient Experience representative and Head of Communications.

Communication materials are being prepared to be distributed to the identified key stakeholders to commence engagement. A cohort of patients who require assistance with obtaining/ordering repeat prescriptions is being developed.

A large piece of work was being undertaken with GP guidance to compile a list of patient conditions which would be exempt from managing their repeat prescriptions.

GP's will request sight of prescriptions requested by vulnerable patients to ascertain what was being ordered, the question was posed as to whether pharmacist should continue doing this task.

It was agreed that a workshop session is to take place at Council of Members in January 2020 to assist with the compilation of the exempt list. The information would be taken to Primary Care Commissioning Committee, Provider Forum, Practice Manager meeting and a PTL in early 2020.

Resolved

(a)	Members of the Planning and Commissioning Committee noted the content of the paper.
(b)	Workshop to be requested for the Council of Members meeting in January 2020.

6.2e CENTRALISED STOMA AND CONTINENCE PRESCRIBING SERVICE

It was stated that an update will be presented to the February 2020 Committee.

6.3 INTEGRATED COMMISSIONING

6.3a INTEGRATED COMMISSIONING OFFICER BOARD (ICOB)/GENERAL UPDATE AND NOTES

The Director of Integrated Commissioning provided a verbal update advising that the Committees in Common scheduled for 18 December 2019 had one agenda item – approving the Better Care Fund Plan.

The ICOB had met on 29 November 2019 and had discussed the Adult Social Care Market Position Statement, the joint review of children services including 0 – 19 and early help. The Adult Social Care Market position Statement will be included on the agenda for the January 2020 Planning and Commissioning Committee meeting.

The annual report from the Director of Public Health will be included on the agenda for the January 2020 Planning and Commissioning meeting.

Resolved

(a)	Members of the Planning and Commissioning Committee noted the update.
(b)	The Adult Social Care Market position Statement will be included on the agenda for the January 2020 Planning and Commissioning Committee meeting
(c)	The annual report from the Director of Public Health will be included on the agenda for the January 2020 Planning and Commissioning meeting

6.4 INTEGRATED DELIVERY

6.4a FOCUS AREA UNPLANNED CARE - UNPLANNED CARE

The Deputy Director of Commissioning provided a paper to update Committee Members on the work that is underway to improve the consistency and responsiveness of the unplanned care system.

The main areas are:

Care Homes
Ambulance Diversionary Pathways
Mental Health
In Hospital Improvement Programme
Reducing Delayed Transfers of Care
Ambulance Handover
System Seasonal Resilience

The newly designed front entrance to Accident and Emergency (A&E) opens on 16 December 2019 which will incorporate more facilities for Primary Care Streaming and would focus upon the provision of clinical triage by Advanced Nurse Practitioners and then more effective streaming of patients to the correct clinical stream.

A 'Push Doctor'-style remote GP option is being explored for A&E.

It was stated that engagement was good with Yorkshire Ambulance Services (YAS) and that there was an interest from drivers to see, treat and relocate to a treatment centre.

It was suggested that GP's could be a diversionary pathway to avoid ambulances taking patients to A&E, it was agreed that a more formalised pathway would need to be agreed. Further discussion would take place with Primary Care Networks (PCN) to see if this would be feasible.

The NHS Winter Plan has been shared and as part of this plan additional bed capacity in and out of hospital has been commissioned.

The UEC-RAIDR application is being developed and provides as near to real time information as possible from a range of providers across an agreed UEC system via mobile devices and web-based applications. It displays the current status (available bed and opel level) and also proactively sends notifications to users of the app when changes occur, for example escalating or de-escalating organisations. It allows UEC system partners to understand the current pressures across the region in near real time and provides updates on their own position. The application will be available to the Director on Call and other services in due course.

6.4b PROJECT EXCEPTIONS

Mental Health and Learning Disabilities

The Children and Young People Autism Assessment and Diagnosis had been taken to Health and Social Well-Being Overview and Scrutiny Commission. The report had been well received.

Primary Care

Extended Primary Care Medical Services (formerly local enhanced services, LESs)

The following services were currently commissioned from practices:

Administration of GnRH Analogues
Secondary care Phlebotomy
Wound Management
Shared Care Monitoring
Medicines Management
Dementia DES+

The October meeting of the Primary Care Commissioning Committee approved the commissioning of the services from Primary Care Networks from April 2020 – with it being for the PCNs to determine how they provide for all patients in their practices. The service specifications had been reviewed and were being considered by the December Primary Care Commissioning Committee. In addition, tariffs and remuneration for the services is also being reviewed.

Targeted Lung Health Check (TLHC)

Plans continue for implementation of the TLHC with a start date for commencement of the service in west Hull of 27th January 2020. The data search for use within practices is complete and the first two practices have identified the cohort for inviting for a LHC and provided to HUTHT who are managing the booking service.

Children, Young People and Maternity

There were no exceptions to report.

Cancer Alliance

There were no exceptions to report.

Medicine Management

There were no exceptions to report.

Planned Care

There were no exceptions to report.

6.5 CHILDREN'S SPEECH AND LANGUAGE THERAPY (SLT) SERVICE SPECIFICATION (including KPI's)

The Deputy Director of Commissioning advised that the EQiA for the Children's Speech and Language Therapy Service Specification which brought to November 2019 Committee had been brought to the December 2019 Committee for approval. Committee Members reviewed the EQiA and approved.

Resolved

(a)	Members of the Planning and Commissioning Committee approved the EQiA.
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6.6 Adult Mental Health

The Deputy Director of Commissioning advised that the EQiAs for the Adult & Older Adult Overarching Service Specification and the Positive Assets – Recovery College for Employment Service Specification brought to the November 2019 had not been received and were waiting formal sign off.

It was noted that the Commissioning Team had completed the EQiA in the appropriate time, the Director of Integrated Commissioning and the Lay Member would further discuss the non-return with the Associate Director of Corporate Affairs.

Resolved

(a)	Members of the Planning and Commissioning noted the update.
(b)	The Director of Integrated Commissioning and the Lay Member would discuss the outstanding EqlAs with the Associate Director of Corporate Affairs.

7. SYSTEM DEVELOPMENT AND IMPLEMENTATION

7.1 PROCUREMENT UPDATE

The Director of Integrated Commissioning provided an update to the Committee on the procurement activity taking place currently in NHS Hull CCG:

- The Primary Care IT service contract has been awarded to N3i Limited, mobilisation is well underway.
- The Non-Emergency Medical Transport Service contract has been awarded to Yorkshire Ambulance Service NHS Trust, mobilisation has commenced.

Resolved

(a)	Members of the Planning and Commissioning Committee considered and noted the contents of the report.
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8. STANDING ITEMS

8.1 REFERRALS TO AND FROM OTHER COMMITTEES

There were no items to refer to another Committee.

9. REPORTS FOR INFORMATION ONLY

9.1 QUALITY & PERFORMANCE MINUTES

The minutes from the Quality and Performance Committee of 23 October 2019 were circulated for information.

Resolved

(a)	Members of the Planning and Commissioning Committee noted there were no minutes to circulate.
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10. GENERAL

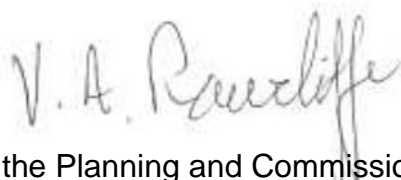
10.1 ANY OTHER BUSINESS

There were no items of any other business to use.

10.1 DATE AND TIME OF NEXT MEETING

The next meeting would be held on 3 January 2020, 9.30 am in the Boardroom, Wilberforce Court, Alfred Gelder Street, Hull, HU1 1UY.

Signed:



(Chair of the Planning and Commissioning Committee)

Date: 3 January 2020

Abbreviations

A&E	Accident and Emergency
ADHD	Attention Deficit Hyperactivity Disorder

APMS	Alternative Provider Medical Services
ASC	Adult Social Care
BCF	Better Care Fund
BHC	Bransholme Health Centre
C&YP	Children & Young People
CHC/CC	Continuing Healthcare and Children's/Continuing Care Provider
CHCP	City Health Care Partnerships
COM	Council of Members
CQC	Care Quality Commission
DOIs	Declarations of Interests
EHaSH	Early Help and Safeguarding Hub
EPaCCS	Electronic Palliative Care Co-ordination System
EQIA	Equality Impact Assessment
ERoY	East Riding of Yorkshire
HCC	Hull City Council
HCP	Health Care Professional
HCV	Humber Coast and Vale Cancer Alliance
HERPC	Hull and East Riding Prescribing Committee
HSCN	Health and Social Care Network
HUTHT	Hull University Teaching Hospital NHS Trust
Humber TFT	Humber Teaching NHS Foundation Trust
IAGC	Integrated Audit and Governance Committee
IBCF	Integrated Better Care Fund
ICOB	Integrated Commissioning Officer's Board
IFR	Individual Funding Request
IPC	Integrated Personal Commissioning
ITT	Invitation to Tender
IRP	Independent Review Panel
JCF	Joint Commissioning Forum
LA	Local Authority
LDR	Local Digital Roadmap
LAC	Looked after Children
LRM	Local Resolution Meeting
MDT	Multidisciplinary Team
MH	Mental Health
MSK	Musculo-Skeletal
MSD	Merck Sharpe Dohme
NHSE	NHS England
NICE	National Institute for Health and Care Excellence
NHSI	NHS Improvement
PCCC	Primary Care Commissioning Committee
PCN	Primary Care Network
PDB	Programme Delivery Board
PHE	Public Health England
PMLD	Profound and Multiple Learning Difficulties
SCR	Summary Care records
SHO	Senior House Doctor
SPD	Sensory Processing Disorder
SATOD	Smoking Status at Time of Delivery
SLIP	System Lead Interoperability Pilot

SOP	Standard Operating Procedure
SSSS	Specialist Stop Smoking Service
TCP	Transforming Car Programme
ToR	Terms of Reference
YHCR	Yorkshire & Humber Care Record