

PRIMARY CARE QUALITY & PERFORMANCE SUB COMMITTEE

**MINUTES OF THE MEETING HELD ON MONDAY 15 NOVEMBER 2021
09.00AM – 10.00AM, VIA MICROSOFT TEAMS**

PART 1

ATTENDEES	JOB TITLE	ORGANISATION
James Crick (JC) (Chair)	Associate Medical Director	NHS Hull CCG
Estelle Butters (EB)	Head of Performance & Programme Delivery	NHS Hull CCG
Phil Davis (PD)	Strategic Lead – Primary Care	NHS Hull CCG
Colin Hurst (CH)	Head of Engagement	NHS Hull CCG
Michela Littlewood (ML)	Deputy Director of Nursing & Quality	NHS Hull CCG
Kate Memluks (KM)	Commissioning Lead - Quality	NHS Hull CCG
Hayley Patterson (HP)	Primary Care Contracts Manager	NHS England
APOLOGIES	JOB TITLE	ORGANISATION
Ana Megias Bas (AM)	Medicines Optimisation Pharmacist	NECS
Carol Hibbert (CHi)	Locality Pharmacist	NECS
Dr Zoe Norris (ZN)	Medical Director / Wellbeing Lead	Humberside LMC
Kevin McCorry (KM)	Medicines Optimisation Pharmacist	NECS
IN ATTENDANCE	JOB TITLE	ORGANISATION
Laura Bulmer (LB)	Pharmacy Technician	NECS
Roland Schreiber	Medical Secretary	Humberside LMC
Maria Shepherd (MS)	PA to the Deputy Director of Nursing and Quality (Note taker)	NHS Hull CCG

This meeting had been recorded.

1. WELCOME/ INTRODUCTIONS & APOLOGIES FOR ABSENCE

Apologies were noted as above and introductions made.

2. MINUTES OF THE MEETING HELD ON 21 SEPTEMBER 2021

The minutes were approved as a true and accurate record.

Resolved

(a)	The minutes of the meeting held on 21 September 2021 were approved as a true and accurate record.
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3. MATTERS ARISING / ACTION LIST FROM 21 SEPTEMBER 2021

24/05/21 (6) (b) – Outstanding. To ensure triangulation of data for incidents logged on Immform and CCG incident reporting on Datix. Update 15/11/21 – KM requested regular updates from the SIT team on any Immform incidents which were included in the Quality dashboard. ML would also follow up with Hull CCG's Quality and Patient Safety Lead.

24/05/21 (6) (d) – Engagement work to be considered around families not coming forward for immunisation programmes. This may be addressed within the PCN inequalities DES. Update 15/11/21 – In progress. Inequalities DES was up and running with population to be identified by end of December 2021, to engage with this population by February/March 2022 and implementation plan produced by the end of the financial year. TY was the named Lead to support PCN's with this. CH would follow up with TY and reschedule the LD health checks meeting.

21/09/21 (9) (b) Restoration of PPGs. Discussion to be held at the next Primary Care Comms and Engagement Sub-Group meeting with any recommendations to be submitted to the Primary Care Commissioning Committee. Update 15/11/21 – PC Comms and Engagement meeting not held. How could support be offered from a quality and improvement perspective? ML queried how patient experience data was used to inform this? CH advised baseline data was available however focus should be on the people who did not complain and to understand the reason for this. Opportunity for further discussion around how to coordinate intelligence to form decision making.

All other actions were marked as closed.

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 for discussion under Any Other Business.
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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 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 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 declared relating to any items on the agenda.
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6. HULL PRIMARY CARE SCREENING AND IMMUNISATIONS – UPDATES BY EXCEPTION

The Screening & Immunisation Coordinator was not present at the meeting and would be asked to share the latest update with Committee members virtually.

Resolved

(a)	Hull Primary Care Screening & Immunisations. KM would follow up with S Petherbridge to request an update to be provided to Committee Members virtually and to confirm attendance at future meetings.
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7. HEALTHWATCH HULL INTELLIGENCE REPORT – SEPTEMBER 2021

The above report was provided to the Committee for information with the following key points noted:-

- Awaiting monthly report for October. KM to follow up.
- Practices had raised concerns around inaccuracies within the reports. i.e. August report had several discrepancies which were fed back to Healthwatch however the report had not been revised since being published. Discrepancies related to number of PCN issues that did not correlate with information provided within the report. It was noted this could be an administrative error due to change over of staff. PCN's were sent the report direct from Healthwatch to then provide feedback.

The Chair acknowledged the challenge faced by Healthwatch in reporting what they have been advised of, some of which would be softer intelligence as perceived by the patient. Triangulation of this softer intelligence and experience was key. A check on how practices were interacting with Healthwatch would prove beneficial.

- KM highlighted where Healthwatch were reviewing issues raised via social media, no response could be provided, or actions taken for further follow up. KM would pick up with Healthwatch as part of the action noted below.

Resolved

(a)	The Primary Care Quality and Performance Sub Committee members noted the contents and update provided of the Healthwatch Hull Intelligence Report August 2021.
(b)	Healthwatch Hull Intelligence Reports. KM to follow up with Healthwatch to address inaccuracies raised by practices with the reports.
(c)	Future invites for this meeting would be extended to John Dunn at Healthwatch.

8. RESTORING SERVICES IN PRIMARY CARE TEMPLATE

This item would be deferred to the next meeting on 17 January 2022.

9. HCV ICS COVID VACCINATION PROGRAMME LEARNING DISABILITY REGISTER COMPLETION

The Chair noted challenges with the completion of the Learning Disability (LD) register and LD Health checks however completion within residential settings was improving as well as engagement in practices. ML noted work ongoing around locating people who were deemed to have learning disabilities to ensure they were vaccinated.

The challenge faced with this population was the risk of falling into the category of 'Was Not Brought' and for practices and PCNs to ensure they were not viewed as DNAs (Did Not Attend). The Chair noted there was a degree of triangulation required i.e. working with the Hub to increase screening and immunisations training for primary care staff, the Covid-19 vaccination programme which would draw on vaccinators who would also be pulled into other vaccination programmes. There were two cohorts to be considered 1) individuals who had a diagnosis of learning disability and were already on the register and 2) patients who have a learning disability but did not have a code therefore would not be offered a vaccination unless

they had another qualifying condition or hit the age bracket. Hull CCG's Head of Integrated Commissioning & Covid-19 Vaccine Place Lead was reviewing some of this as part of the inequalities work.

Resolved

(a)	The Primary Care Quality and Performance Sub-Committee members noted the update provided in relation to the HCV ICS CVP Learning Disability Register.
(b)	The Chair would request a breakdown by PCN and Practice for both Flu and Covid-19 vaccinations and provide a slide presentation for the next meeting on 17 January 2022.

10. LOCAL MEDICAL COMMITTEE'S PRIMARY – SECONDARY INTERFACE

In the absence of the LMC representative this item would be deferred to the next meeting on 17 January 2022. The Chair acknowledged pressures faced by primary care and was aware of communications at a local and national level around secondary care and the standard hospital contract, with some GPs perceiving the Trust was not delivering against this contract and was inappropriately pushing work out to primary care. It would be helpful to understand what this looked like. The LMC were linked into this locally.

Hull CCG was in the process of setting up a primary/community interface with an existing group that ERY CCG had with CHCP which would jointly form a Hull & East Riding group that would look at interface issues with primary and community care. The Deputy Director of Nursing and Quality suggested this new group could undertake some work to make the pathway smoother for staff and patients.

The Chair noted this illustrated the arbitrary distinctions made between primary and secondary care, mental health, community care and social care, when in reality the focus should just be on the right care for the patient.

Resolved

(a)	The Primary Care Quality and Performance Sub-Committee members approved the deferment of the Humberside LMC's Primary – Secondary Interface Report to the next meeting on 17 January 2022.
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11. FOR INFORMATION

11i. APPROVED PRIMARY CARE COMMISSIONING COMMITTEE MINUTES

Approved minutes from the meeting held on 25 June 2021 were provided to the Committee for information.

12. PRIMARY CARE NURSING STEERING GROUP MINUTES – 12 OCTOBER 2021

The above minutes were provided to the Committee for information.

13. ANY OTHER BUSINESS

There were no items of Any Other Business

15. DATE AND TIME OF NEXT MEETING

Monday 15 November 2021, 09.00am –11.00am, via MS Teams

Abbreviations

CHCP	City Health Care Partnership
CHIS	Child Health Information System
CKD	Chronic Kidney Disease
CoM	Council of Members
CQC	Care Quality Commission
FFT	Friends & Family Test
HUTHT	Hull University Teaching Hospital Trust
HSCIC	Health and Social Care Information Centre
Hull CCG	Hull Clinical Commissioning Group
HTFT	Humber Teaching NHS Foundation Trust
IAGC	Integrated Audit and Governance Committee
ICC	Integrated Care Centre
ICS	Integrated Care System
NHSE	NHS England
LMC	Humberside Local Medical Committee
NY&H	North Yorkshire & Humber
PAG	Professional Advisory Group
PALS	Patient Advice and Liaison Service
PCCC	Primary Care Commissioning Committee
PCN	Primary Care Network
PCQPSC	Primary Care Quality & Performance Sub Committee
PHE	Public Health England
QSG	Quality Surveillance Group
SLT	Senior Leadership Team
TOR	Terms Of Reference