

WOLVERHAMPTON CLINICAL COMMISSIONING GROUP PRIMARY CARE JOINT COMMISSIONING COMMITTEE

Minutes of the Primary Care Joint Commissioning Committee Meeting
Held on Tuesday 2 February 2016
Commencing at 2.30pm in the Main CCG Meeting Room, Wolverhampton Science Park

MEMBERS ~

Wolverhampton CCG ~

		Present
Pat Roberts	Chair	Yes
Dr David Bush	Locality Chair / GP	Yes
Steven Marshall	Director of Strategy & Transformation	No
Manjeet Garcha	Executive Lead Nurse	Yes

NHS England ~

Karen Helliwell	Locality Director (Birmingham, Solihull& Black Country)	No
Donna Macarthur	Head of Primary Care	No
Gill Shelley	Senior Contract Manager (Primary Care)	Yes
Anna Nicholls	Contract Manager (Primary Care)	Yes

Non-Voting Observers ~

Cllr Sandra Samuels	Chair – Health and Wellbeing Board (WCC)	Yes
Dr Arko Sen	Chair – Wolverhampton Healthwatch	No
Dr Bhavinkumar Mehta	Chair – Wolverhampton LMC	No
Jeff Blankley	Chair - Wolverhampton LPC	Yes

In attendance ~

Mike Hastings	Associate Director of Operations (WCCG)	Yes
Charmaine Hawker	Deputy Head of Finance West Midlands (NHS England)	Yes
Peter McKenzie	Corporate Operations Manager (WCCG)	Yes
Claire Skidmore	Chief Financial Officer (WCCG)	Yes
Jane Worton	Primary Care Co-ordinator (WCCG)	Yes

Welcome and Introductions

PCC27 Ms Roberts welcomed attendees to the meeting and introductions took place.

Apologies for absence

PCC28 Apologies were submitted on behalf of Karen Helliwell, Donna Macarthur, Steven Marshall, Dr Helen Hibbs, Bal Dhami and Dr Arko Sen.

Declarations of Interest

PCC29 No declarations of interest were made.

Minutes of the Meeting Held on 14 January 2016

PCC30 Resolved:

That the minutes of the previous meeting held on 14 January 2016 be approved as an accurate record.

Matters arising from the minutes

PCC31 There were no matters arising from the minutes.

Committee Action Points

PCC32 **Minute Number PCC08 Arrangements for future meetings**
It was noted the schedule of Committee dates for 2016/17 have now been diarised.

Minute Number PCC17 Proposed amendments to Committee Terms of Reference

It was confirmed that the executive summary is now complete and will be forwarded to David Williams at NHS England.

Minute Number PCC18 Primary Care Commissioning Operations Management Group Terms of Reference

It was noted that the updated Terms of Reference were on this meeting's agenda for discussion.

Minute Number PCC19 Upcoming issues for provisional work programme

It was confirmed that Margaret Chirgwin (WCCG) had shared the Primary Care Strategy with NHS England.

Minute Number PCC19 Upcoming issues for provisional work programme

It was noted that the planning return will be brought to the next Committee Meeting.

Minute Number PCC21 NHS England Finance Update

Item included on this meeting's agenda for discussion.

Minute Number PCC21 Capital Review Group / Strategic Estates

It was confirmed that Capital Review Group / Strategic Estates Forum minutes are included on the agenda at the Primary Care Commissioning Operations Management Group (PCCOMG) Meetings.

RESOLVED: That the above is noted.

Proposed amendments to Committee Terms of Reference

PCC33 Mr McKenzie confirmed that the circulated Terms of Reference included the amendments discussed at previous meetings and are included on the February 2016 Governing Body agenda for information. It was noted that document will be incorporated in constitution in the next available amendment window.

RESOLVED: That the final terms of reference are noted.

Primary Care Commissioning Operations Management Group Terms of Reference

PCC34 Mr McKenzie presented the amended draft Terms of Reference which incorporated all suggested amendments.

RESOLVED: That the final terms of reference are noted.

Upcoming Issues for Provisional Work Programme

PCC35 There were no further issues to raise.

RESOLVED: That the above is noted.

Primary Care Strategy and Implementation Plan

PCC36 Ms Skidmore and Mr Hastings presented the Primary Care Strategy and Implementation Plan in Mr Marshall's absence. It was stated that the Strategy had been agreed at the January 2016 Governing Body Meeting and CCG Members Meeting on 20 January 2016.

Cllr Samuels joined the meeting.

The current focus is the implementation phase and the CCG Executive Team will be meeting this week to discuss the management structure to support the Strategy.

An update was provided on the emerging models in Wolverhampton:

Three Wolverhampton practices are interested in vertical integration with the Royal Wolverhampton NHS Trust. This is an internal RWT plan to mobilise from 1 April 2016. Wolverhampton CCG has a number of queries regarding issues such as contracts, risks and CCG membership which will be addressed through a joint meeting on 4 February 2016.

The Primary Care Home Model involves eight Wolverhampton practices. A meeting is taking place on 3 February 2016 to discuss the development of a working model.

A query was raised by Cllr Samuels regarding how the issues around Looked After Children would be addressed. It was confirmed that joint working is ongoing with Local Authority colleagues in terms of the governance and making appropriate placements. The aspirations for the Strategy are focused on how the CCG can build on the existing services that are now in place and the quality of the placements that are made.

RESOLVED: That the Primary Care Joint Commissioning Committee notes the content of the Primary Health Care Strategy and Implementation Plan.

Financial Planning

PCC37 Ms Hawker provided a verbal update regarding financial planning for 2016 onwards.

Towards the middle of January 2016, all CCGs were notified of their GP Services budget over a five year period irrespective of their delegated status, 3 years were firm and 2 years were indicative. Across the West Midlands there has been average growth of around 3.74% for 2016/17, Wolverhampton has 4.14% growth awarded to the GP Services Budget. This figure takes into account that the CCG is deemed to be 'below target'. Currently across the West Midlands there is a distance from target of 1.53% on GP Services on average, Wolverhampton CCG is just over 6% below target which suggests historic underfunding.

NHSE have reviewed what needs to be funded next year and what the residue balance is that could then be invested to support implementation of the Primary Care Strategy. The Operational Plan is to be submitted by 8 February 2016 so high level information has been shared with the CCG at this stage albeit some assumptions have had to be made around the GP contractual negotiations for 2016/17. This is to be noted as a risk as a level of inflation has been assumed and it is hoped that further clarification will be gained at the end of March 2016.

In-year costs and Primary Care Infrastructure fund costs will also need to be considered in view of recurrent revenue impact on rent for premises.

NHSE are also required to deliver a set of business rules, which means that a provision has been made for the 1% non-recurrent transformation fund. Allowances also have to be considered for a 0.5% contingency which is to assist with managing and delivering a break even position for 2016/17.

It was noted that Wolverhampton CCG are currently in a sound position in terms of the GP services budget for 2016/17. A further report will be brought to the next meeting.

RESOLVED: That the above is noted.

West Midlands Memorandum of Understanding (MOU) for the Primary Care Hub

PCC38 Mr Hastings presented the final draft version of the West Midlands MOU for the Primary Care Hub. It was noted that content has been reviewed by CCG Executives and needed to be aligned to the revised CCG structure.

RESOLVED: That the MOU be updated and signed off at the March 2016 Governing Body Meeting and Primary Care Joint Commissioning Committee.

NHS England Update

PCC39 Ms Nicholls informed the Committee that Donna Macarthur had left NHS England to take a position at Walsall CCG. Richard Yeabsley is now covering the role.

It was noted that Karen Helliwell will be leaving NHS England in the next few weeks. Alistair McIntyre will be taking over her role from 21 February 2016 and will be attending future meetings of this Committee.

RESOLVED: That the above is noted.

Wolverhampton CCG Update

PCC40 Mr Hastings informed the Committee that the next PCCOMG Meeting is due to take place on 16 February 2016 and the next Capital Review Group / Strategic Estates Forum is due to take place on 10 February 2016.

Discussion took place around the Primary Care Transformation Fund bids and it was noted that locally practices had been invited to submit expressions of interest for funding. It was confirmed that an expression of interest had been received from Whitmore Reans Health Centre.

RESOLVED: That the above is noted.

Primary Care Delivery Board Update

PCC41 Ms Garcha informed the Committee that the Delivery Board schemes have been agreed in line with QIPP schemes and significant number are linked to quality and any financial efficiencies which are attached to them.

The focus of the Delivery Board going forward is further engagement with GPs through localities with a drive to improve quality.

RESOLVED: That the above is noted.

Any Other Business

PCC42 Ms Roberts updated the Committee regarding the information provided from Mr Blankley around Pharmacy First and it was noted that a poster has now been issued to Wolverhampton Practice Managers.

RESOLVED: That the Pharmacy First information will be circulated to the Committee.

Date, Time & Venue of Next Committee Meeting

PCC43 Tuesday 1 March 2016 at 2.00 pm, Wolverhampton Science Park