

**WOLVERHAMPTON CLINICAL COMMISSIONING GROUP
PRIMARY CARE JOINT COMMISSIONING COMMITTEE**

Minutes of the Primary Care Joint Commissioning Committee Meeting
Held on Tuesday 1 March 2016
Commencing at 2.00 pm in the Stephenson Room, Wolverhampton Science Park

MEMBERS ~

Wolverhampton CCG ~

		Present
Pat Roberts	Chair	Yes
Dr Dante De Rosa	Locality Chair / GP	Yes
Steven Marshall	Director of Strategy & Transformation	Yes
Manjeet Garcha	Executive Lead Nurse	Yes

NHS England ~

Alastair McIntyre	Locality Director	Yes
Gill Shelley	Senior Contract Manager (Primary Care)	Yes
Anna Nicholls	Contract Manager (Primary Care)	Yes
Karen Payton	Senior Finance Manager (Primary Care)	Yes

Non-Voting Observers ~

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

In attendance ~

Mike Hastings	Associate Director of Operations (WCCG)	Yes
Peter McKenzie	Corporate Operations Manager (WCCG)	Yes
Jane Worton	Primary Care Liaison Manager (WCCG)	Yes

Welcome and Introductions

PCC50 Ms Roberts welcomed attendees to the first public meeting of the Primary Care Joint Commissioning Committee and introductions took place.

Apologies for absence

PCC51 Apologies were submitted on behalf of Dr Gurmit Mahay, Dr Arko Sen, Charmaine Hawker, Cllr Sandra Samuels and Claire Skidmore.

Declarations of Interest

PCC52 Dr De Rosa declared an interest in agenda item 9 (Wolverhampton CCG GP Services Budget). As this was not a conflict of interest, he remained in the meeting during the discussion on this item.

Minutes of the Meeting Held on 2 February 2016

PCC53 Resolved:

That the minutes of the previous meeting held on 2 February 2016 be approved as an accurate record subject to the following amendments.

(PCC39) Spelling of Alistair McIntyre to be amended to Alastair.

(PCC40) Amendment of PCCOMG Meeting to PCOMG Meeting.

Matters arising from the minutes

PCC54 (PCC36) Ms Roberts queried when an update on the Primary Care Home Model (PCHM) and vertical integration will be provided to the Committee.

Mr Hastings informed the Committee that a meeting has taken place with PCHM and that funding has been agreed for a 3 month period to allow them to consider the areas of work that they will focus on over the next 12 months. The CCG are currently assisting PCHM in the collection of data to enable them to identify the key areas of focus, once this exercise is complete, an update report will be provided to the Committee.

Mr Hastings stated that with regards to vertical integration, the CCG has had scheduled meetings and will provide a report on the current situation for the next Committee Meeting.

Resolved: That the above is noted.

Committee Action Points

PCC55 **Minute Number PCC06 Upcoming Issues for Provisional Work Programme**
It was noted that this item is on the private Committee agenda for discussion.

Minute Number PCC38 West Midlands MOU for the Primary Care Hub
It was noted that this item is on the agenda for discussion.

Minute Number PCC42 Pharmacy First
It was noted that the information was circulated to the Committee on 11 February 2016.

Minute Number PCC37 Financial Planning
It was noted that this report is included on the agenda for discussion.

RESOLVED: That the above is noted.

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

PCC56 Mr Hastings presented the MOU and confirmed that, following a previous draft being shared at the February 2016 Committee meeting, amendments regarding Out of Area Patients have been incorporated. It was also noted that there was an omission of quality throughout the document which needed to be addressed prior to final approval.

RESOLVED: That the Committee approve the West Midlands MOU for Primary Care Hub subject to an additional quality element being included.

That the MOU will be signed off at the March 2016 Public WCCG Governing Body Meeting.

NHS England Update

PCC57 Ms Shelley updated the Committee around the amendments to the General Medical Services contract that were published last week and noted that NHS England will be commencing their end of year processes imminently.

RESOLVED: That the above is noted.

NHS England Finance Update

PCC58 Wolverhampton CCG GP Services Budget

Ms Payton provided an update in Ms Hawkers absence, and presented the highlights of the Wolverhampton CCG GP Services Budget report which related to the month 10 financial position.

It was noted that a breakeven position was predicted for Wolverhampton CCG and as year-end draws nearer it was possible to more accurately predict the spend in terms of quarter 4 payments, Directed Enhanced Services (DES) payments and Premises costs including rent reimbursements.

With regards to the Primary Care Reserves, of the £632,142 total, invoices of only £7000 had been received so far. Ms Payton encouraged the CCG to ensure that invoices are submitted as soon as possible.

It was noted that the outcome of national GP contract negotiations is currently unknown and plans will be updated to model in confirmed contract changes once these have been published. Currently the GP services spend for 2016/17 is assumed to be in line with the notified allocations, delivering the set business rules detailed above and a breakeven position. This remains a financial risk pending the outcome of the GP contract negotiations for 2016/17.

A query was raised around NHS Property Services and the increase in rental costs. It was stated that this is currently being reviewed by NHS England with regards to NHS Property Services and Community Health Partnerships in terms of billing mechanisms to practices.

RESOLVED: That the above is noted.

Wolverhampton CCG Update

PCC59 Mr Hastings informed the meeting that the CCG is currently completing our Operational Plans and activity and finance returns which links into the Sustainability Transformation Plans.

Work is ongoing with regards to the Primary Care Estates Strategy and the first version has now been shared with NHS England for the purpose of the Primary Care Transformation Fund in conjunction to being aligned with the Primary Care Strategy. With regards to the Primary Care Transformation Fund, it was noted that funding for any schemes which have already commenced, which are likely to slip into next year, will be regarded as a priority for 2016/17 funding.

Investment has been put into IM&T enabling the CCG to buy a high volume of infrastructure to practices (such as desk tops and monitors) and a roll out plan is now live.

A major investment has also been made into wifi across primary and secondary care through a joint project with the Royal Wolverhampton Hospitals NHS Trust (RWT) enabling patients to access free wifi on wards and GP practice receptions.

RESOLVED: That the above is noted.

Update on Primary Care Programme Board Activity February 2016

PCC60 Ms Garcha presented an update report to the Committee following the Primary Care Programme Board which took place on 5 February 2016.

It was noted that although considerable debate took place at the Primary Care Programme Board, the maternity breastfeeding peer support block contract will continue to be funded once activity data was evidenced by the Royal Wolverhampton Hospitals NHS Trust.

It was stated that an update was received regarding the progress for the Urgent Care Centre (UCC) opening on 1 April 2016. Due to unprecedented acute activity at RWT over the past few weeks Executive level discussions are taking place with a view to providing an early adaptation of the UCC in March 2016.

RESOLVED: That the above is noted.

Primary Care Commissioning Operations Management Group (PCOMG) Update

PCC61 Mr Hastings presented an update report to the Committee following the PCOMG Meeting which took place on 16 February 2016.

It was noted that joint meetings are being re-established with representatives from Wolverhampton CCG, NHS England and the Care Quality Commission going forward.

It was stated that the Practice Support Visit Programme for 2015/16 was going well and 39 out of 46 visits have now been completed. Discussion took place regarding the involvement of Public Health and NHS England in future visits and the implications associated with this.

RESOLVED: That the next PCOMG update is created in the form of an overarching assurance report subject to any practice specific confidential information being discussed in private.

That following discussion at the January 2016 Committee meeting around the pharmaceutical involvement in primary care it was noted that Mr Blankley would attend future PCOMG meetings to drive this forward.

Any Other Business

PCC62 Ms Roberts informed the Committee that the recruitment of lay representatives to sit on this Committee is currently underway and it is hoped that interviews will take place this month.

RESOLVED: That the above is noted.

Date, Time & Venue of Next Committee Meeting

PCC63 Tuesday 5 April 2016 at 2.00 pm, in PC108, Creative Industries Centre, Wolverhampton Science Park