

**WOLVERHAMPTON CLINICAL COMMISSIONING GROUP  
PRIMARY CARE COMMISSIONING COMMITTEE (PUBLIC)**

**Tuesday 1<sup>st</sup> October 2019 at 2pm  
PA025 Marston Room, Technology Centre,  
Wolverhampton Science Park WV10 9RU**

**MEMBERS ~**

**Wolverhampton CCG ~**

| Name             | Position  | Present |
|------------------|---|---------|
| Sue McKie        | Chair (voting)                                    | Yes     |
| Les Trigg        | Lay Member (Vice Chair) (voting)                  | Yes     |
| Steven Marshall  | Director of Strategy & Transformation (voting)    | Yes     |
| Sally Roberts    | Chief Nurse & Director of Quality (voting)        | Yes     |
| Dr Salma Reehana | Clinical Chair of the Governing Body (non-voting) | Yes     |
| Dr David Bush    | Locality Chair / GP (non-voting)                  | No      |
| Dr Manjit Kainth | Locality Chair / GP (non-voting)                  | No      |

**NHS England ~**

|           |   |    |
|-----------|---|----|
| Bal Dhami | Senior Contracts Manager – Primary Care, NHSE | No |
|-----------|---|----|

**Non-Voting Observers ~**

|                  |  |    |
|------------------|--|----|
| Tracy Cresswell  | Wolverhampton Healthwatch Representative | No |
| Dr Ankush Mittal | Consultant in Public Health              | No |
| Dr B Mehta       | Wolverhampton LMC                        | No |
| Jeff Blankley    | Chair of Wolverhampton LPC               | No |

**In attendance ~**

|                |   |     |
|----------------|---|-----|
| Helen Hibbs    | Chief Officer (WCCG)                        | Yes |
| Liz Corrigan   | Primary Care Quality Assurance Co-ordinator | Yes |
| Peter McKenzie | Corporate Operations Manager (WCCG)         | Yes |
| Sarah Southall | Head of Primary Care (WCCG)                 | Yes |
| Gill Shelley   | Primary Care Contracts Manager (WCCG)       | Yes |
| Mike Hastings  | Director of Operations (WCCG)               | No  |
| Diane North    | Primary Care Commissioning Committee Admin  | Yes |

## **Welcome and Introductions**

WPCC599 The Chair welcomed attendees to the meeting. No formal introductions were necessary.

## **Apologies**

WPCC600 Apologies were received from the following members:-

Dr David Bush – Locality Chair/GP  
Dr Manjit Kainth – Locality Chair/GP  
Dr Ankush Mittal – Consultant in Public Health  
Jeff Blankley – Wolverhampton LPC  
Tracy Cresswell – Wolverhampton Healthwatch Representative

## **Declarations of Interest**

WPCC601 There were no declarations of interest.

## **Minutes of the Meeting held 3<sup>rd</sup> September 2019**

WPCC602 One amendment was requested to the previous minutes on page 9 paragraph 4 which was adjusted. Otherwise the minutes were agreed as an accurate record.

**RESOLVED: That the above was noted.**

## **Matters Arising from Previous Minutes**

WPCC603 There were no matters arising.

**RESOLVED: That the above was noted.**

## **Committee Action Points**

WPCC604 **Action 39 (Minute No: WPCC481) – Tettenhall Medical Practice – Wood Road Branch Closure**  
The public consultation had now closed (ended 15/09/19). The Consultation report & Equality Impact Assessment (EIA) to be presented to committee's extra-ordinary meeting in November.

**Action 40 (Minute No: WPCC540) – Quality Assured Spirometry**  
A two month extension had been requested with the update to the Spirometry service implementation to be presented in December 2019. Ms

Southall confirmed that implementation had taken place in September with a follow up session planned for Dec 2019.

**Action 42 (Minute No: WPCC554) – Social Prescribing – further level of data/detail**

The further level of detail in relation to data provided to be presented at the December 2019 meeting.

**Action 43 (Minute No: WPCC554) – Social Prescribing**

An update on Social Prescribing including the progress of Primary Care Network (PCN) embedded staff to be provided in December 19.

**Action 44 (Minute No: WPCC554) – Digital First Primary Care**

A verbal update was provided by Ms Southall at today's meeting and future updates would be presented as part of the Milestone Review Board Quarterly update. Action closed.

**Action 45 (Minute No: WPCC556) – STP GP Forward View Programme Board**

An overview of discussion from the 6<sup>th</sup> September 2019 Programme Board to be circulated via email for discussion at December 2019 meeting.

**RESOLVED: That the above was noted.**

**Primary Care Update Reports:**

**Primary Care Quality Report**

WPCC605 Mrs Corrigan provided a summary of her report.

There was one incident for reporting to this Thursday's NHSE Practice and Performers Information Gathering Group (PPIG).

Some issues reported through Quality Matters had either been routinely dealt with or would go to PPIG. GPs had put in measures to tighten up processes and protocols as a result of feedback from PPIG.

Infection prevention. Five practices were audited in September. There was improvement on last year with a percentage increase from 94% to 97%. Actions included changing blinds, replacing bins and hand-wash basins.

The Flu vaccine programme was underway with most practices having received their over 65 vaccine. There continued to be some delay in receipt of the under 65s vaccine. Practices were informed last week to expect a further slight delay. Most Practices had some stock and should be inviting their eligible cohorts to attend. The specific read codes for recording of the under and over 65s vaccines had been implemented. Work with Public Health

had begun to develop a rolling Flu plan. The flu-fighters children's booklet had been circulated to schools and children had been invited to take up the vaccine.

Friends & Family Test (FFT). A report submitted to Quality & Safety committee with regard to activity over the preceding 12 months was due to be circulated to members. **Action 46 LC**

The FFT was a contractual obligation. Some Practices had issues submitting their data and were advised to contact CQRS (the people that managed the system). Others had sent evidence of reporting that had not appeared on outputs and Mrs Corrigan was investigating this. Practices with low uptake were being supported. It had been highlighted that where the GP survey indicated low satisfaction there was correlation with low numbers of FFT completion. A management plan will be in place with collaborative contracting reviews.

A question was raised in regard to the FFT calculation figures. Mrs Corrigan to review the data and recirculate. **Action 46 LC**

The Practice Nurse Strategy launch is this Thursday 3<sup>rd</sup> October at Himley Hall and would be looking at nurse retention and encouraging nurses back into post. Representatives from NHS England and Health Education England would be in attendance and the event had attracted much attention from other STPs and training hubs across the country. Wolverhampton to present at the Best Practice conference in October and Quality team members had been invited to a workforce event on 12<sup>th</sup> November in London.

The next Complaints report was confirmed as due in October. Complaints regarding staff attitudes had significantly reduced which, it was felt, was a result of Conflict of Resolution training. Ms Southall stated that the GP Survey report this year had advocated some definite improvements in responses from patients in regards to the friendliness and helpfulness of reception staff.

It was confirmed that the workforce numbers reported were for the STP and that there had been changes recently to the data collection which meant figures were only available at this level. Ms Southall highlighted that the work to develop Primary Care workforce was beginning to have an impact reducing the level of risk associated with being an under-doctored area to amber

**RESOLVED: That the report and highlights above were noted.**

## **Primary Care Operational Management Group Update**

WPCC606 Mr McKenzie presented on behalf of Mr Hastings giving a summary of key items from the Primary Care Operational Management Group meeting of 11<sup>th</sup> September 2019.

There had been continuation of support for the consultation process in relation to the proposed closure of the Wood Road branch site.

There was discussion around the development of the contracting review programme and assurance arrangements for primary care networks.

Wolverhampton Healthwatch had shared, for the first time, patient feedback collected from GP Practices. Discussion to be had as to how best to format, incorporate and use this soft intelligence. Healthwatch to present quarterly with next update due at the January 2020 Operational Management Group meeting.

**RESOLVED: That the update was noted.**

### **New Draft Communications & Engagement Strategy**

WPC607 Mr McKenzie presented on behalf of Mr Hastings a draft of the new Communications & Engagement Strategy for information.

The report provided a high-level overview of the communications and engagement work to be undertaken and how it contributes to the commissioning cycle. In conjunction, a separate piece of work was being undertaken around direct engagement to develop a more detailed delivery programme to be written up and available in the next couple of weeks.

Comments on the Strategy can still be submitted as the report was not quite the final draft. The Strategy has been previously shared across the Senior Management Team and Wolverhampton Clinical Commissioning Group.

It was hoped that the Strategy would go to the Governing body in November 2019. An update on implementation and progress to be presented to this committee in March 2020. **Action 47 MH**

**RESOLVED: That the update was noted**

### **Digital First Primary Care Update**

WPC608 Ms Southall provided a verbal update further to submission of the Digital First report last month. Since the meeting the consultation had since closed. Wolverhampton CCG had made a submission to the National Team in response to the consultation.

A publication had been made by NHS England on 25<sup>th</sup> September 2019 in response to the consultation confirming a number of intentions in particular around the numbers of out of area registrations. If there were more than 1000 patients currently registered with Wolverhampton GPs who registered with an out of area provider then NHS England would issue an APMS contract to the provider. A dynamic framework is currently being built for practices and providers which will be implemented from 1<sup>st</sup> April led by NHS England.

Representatives from Wolverhampton will be attending a meeting on 28<sup>th</sup> October and findings will be provided next month to committee.

A piece of work was also being undertaken across the STP associated with the intended digital offer for Primary Care Networks for the CCG and wider STP. Conversations with Clinical Directors had revealed some frustration on the interoperability of the offer. A way forward had since been identified which would be shared with Clinical Directors in order to bridge the gaps and a further report would be provided to committee in December 2019. It will also be considered at October Milestone Review Board due to it being timely.

*Ms Roberts joined the meeting*

A question was asked if an APMS contract would be financially viable for 1000 patients. This had been highlighted to NHS England and the response was that it wouldn't necessarily be patients who were registered with one single provider but could be scattered across a number of providers. Wolverhampton CCG's response was that we should be engaged in any such conversations at the earliest opportunity, as the CCG would be able to offer alternative approaches to establishing a new practice. The NHS England view may however be different if we are still viewed as an under doctored area. There were plans in place to mitigate the situation now in readiness for 1<sup>st</sup> April by offering an equivalent service to patients and the promotion of its availability.

It was confirmed that the Global sum would continue to be paid annually but with changes to the calculations and different rates for out of area patients.

It was confirmed that Digital First would feature as part of the next Milestone Review report to committee in December **Action 44 SS**

**RESOLVED: That the update was noted this item was for decision so it was approved as per the recommendations.**

## **Wolverhampton Primary Care Strategy 2019-2021**

WPCC609 Mrs Southall advised that further to submission of the early draft and final draft to committee in September there had been some minor changes to the Strategy such as an updated Primary Care Networks map and the inclusion of an implementation plan that would be overseen by the Milestone Review Board. Updates would be provided to this committee as part of the quarterly Milestone Review updates. A suggestion was made to include a glossary defining the abbreviations but otherwise committee were happy to approve the Strategy to go forward.

**RESOLVED: The committee approved the Strategy for recommendation to the Governing Body.**

### **Primary Care Contracting Update**

WPCC610 Ms Shelley stated she had nothing further to add that hadn't already been discussed.

**RESOLVED: That the update was noted.**

### **Any other Business**

WPCC611 There was no further business.

Ms McKie reported that she had contacted the Local Medical Committee (LMC) who has assured that they will notify us of their attendance or send apologies for future meetings.

### **Date of Next Meeting**

WPCC612 Tuesday 5<sup>th</sup> November 2019 – Extraordinary Meeting – Venue TBC

Tuesday 3<sup>rd</sup> December 2019 at 2pm – PC108, Creative Industries Centre, Wolverhampton Science Park WV10 9RU