

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

Minutes of the Primary Care Joint Commissioning Committee Meeting  
Held on Tuesday 5 April 2016

Commencing at 2.00 pm in PC108, Creative Industries Centre, Wolverhampton Science Park

**MEMBERS ~**

**Wolverhampton CCG ~**

		Present
Pat Roberts	Chair	Yes
Dr David Bush	Governing Body Member / GP	Yes
Dr Manjit Kainth	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)	No
Ranz Baran	Finance Manager	Yes

**Independent Patient Representatives ~**

Jenny Spencer	Independent Patient Representative	Yes
Sarah Gaytten	Independent Patient Representative	Yes

**Non-Voting Observers ~**

Cllr Sandra Samuels	Chair – Health and Wellbeing Board (WCC)	Yes
Donald McIntosh	Chief Officer – Wolverhampton Healthwatch	Yes
Dr Gurmit Mahay	Vice Chair – Wolverhampton LMC	Yes
Jeff Blankley	Chair - Wolverhampton LPC	Yes

**In attendance ~**

Mike Hastings	Associate Director of Operations (WCCG)	No
Peter McKenzie	Corporate Operations Manager (WCCG)	Yes
Jane Worton	Primary Care Liaison Manager (WCCG)	Yes
Helen Hibbs	Chief Officer (WCCG)	Yes
Claire Skidmore	Chief Finance and Operating Officer (WCCG)	Yes

## **Welcome and Introductions**

PCC70 Ms Roberts welcomed the Independent Patient Representatives to the Primary Care Joint Commissioning Committee and introductions took place.

## **Apologies for absence**

PCC71 Apologies were submitted on behalf of Mike Hastings, Charmaine Hawker and Anna Nicholls.

## **Declarations of Interest**

PCC72 Dr Bush, Dr Hibbs and Dr Kainth declared that, as GPs they had a standing interest in all items related to primary care.

Ms Gaytten and Ms Spencer declared that, in their role as employees of the University of Wolverhampton, they worked closely with practices to arrange placements for student nurses and therefore had a standing interest in items related to primary care.

As these declarations did not constitute a conflict of interest, all participants remained in the meeting whilst these items were discussed.

## **Minutes of the Meeting Held on 1 March 2016**

PCC73 RESOLVED:

That the minutes of the previous meeting held on 1 March 2016 be approved as an accurate record.

## **Matters arising from the minutes**

PCC74 RESOLVED:

That there were no matters arising to be discussed.

## **Committee Action Points**

PCC75 **Minute Number PCC19 Upcoming Issues for Provisional Work Programme**  
It was noted that the reporting template will be brought to the May Committee meeting following the next planning deadline.

**Minute Number PCC21 WCCG Estates Strategy**

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 an amendment to the commissioning status of the CCG was to be made to the MOU following discussion at the March 2016 WCCG Governing Body meeting. Ms Shelley to confirm with NHS England colleagues and bring the final MOU to the May Committee meeting.

**Minute Number PCC53 Minutes of the Meeting held on 2 February 2016**

It was noted that the requested amendments had been made.

**Minute Number PCC54 Primary Care Models**

It was noted that this item is on the Committee agenda for discussion.

**Minute Number PCC61 Primary Care Commissioning Operations Management Group (PCOMG)**

It was noted that this item is on the Committee agenda for discussion.

**Minute Number PCC61 Pharmaceutical Involvement in Primary Care**

It was noted that that Mr Blankley now attends the PCOMG meetings.

RESOLVED: That the above is noted.

**New Models of Care**

PCC76 Mr McKenzie presented this report in Mr Hastings absence and confirmed that the purpose of the report was to update the Committee on the emerging new models of care within the CCG membership.

The CCG's Primary Care Strategy recognises the need to explore and develop new models of care, highlighting the need for practices to work together. In addition to the support from the CCG to develop these models of care, there are two emerging pilot projects for delivery for Primary Care within Wolverhampton CCG member practices – the Primary Care Home grouping and The Royal Wolverhampton NHS Trust (RWT) Vertical Integration (VI) arrangement.

**Primary Care Home (PCH) Model**

The PCH model is a collective of eight practices dispersed across the City and is currently in the very early stages, with a key focus on identifying areas where joint working would be beneficial. This includes working with the CCG to share data analysis work so that models of integrated working can be most effectively targeted. It was noted that patients are unlikely to see significant changes to the way services are delivered in the short term, the intention is that the learning from these pieces of work will then be used to support service development in future years.

#### RWT Vertical Integration Model

The VI model involves three practices across the City and is proposed to improve working between the Trust and GP practices with the intention of practices sub-contracting the delivery of services to RWT. It was noted this model was still in the very early stages and that ongoing discussion was taking place between NHS England, RWT and the CCG regarding governance arrangements and the management of conflicts of interest.

The Committee felt that there was a lack of clarity around the detail of the models of care and in particular, concerns around quality, finance, governance and conflict of interest. A request was made that the Committee are kept updated on any developments within the proposed models.

Mr McIntosh queried at which point within the development would patients be engaged with. It was noted that in terms of the VI, engagement has taken place with the Patient Participation Groups at the practices concerned at this stage.

Discussion took place around the roll out date for the VI model and it was noted that it is currently deferred until 1 June 2016 pending a further joint meeting taking place at the end of April 2016.

RESOLVED: That the above is noted.

#### **NHS England Update**

PCC77 It was noted that there were no issues to be discussed currently.

RESOLVED: That a short report will be provided by NHSE outlining any activity throughout the month which impacts on Wolverhampton primary care.

#### **NHS England Finance Update**

PCC78 Mr Baran provided a verbal update and noted that Primary Care services for Wolverhampton CCG were on target to deliver a break even position. Reserves were previously reported to be under utilised with around £7000 of invoices against the £632,000 funds available. This amount is now at around £560,000 and accruals of a further £66,000 are expected by year end. Work is being undertaken on 2016/17 budget planning in accordance with changes to the GP contract and planning assumptions.

RESOLVED: That a report will be produced for the May 2016 Committee Meeting to outline the full schedule for the 2016/17 budget.

## **Wolverhampton CCG Update**

PCC79 Dr Hibbs provided a verbal update and informed the Committee that Wolverhampton CCG are currently implementing the Primary Care Strategy and as part of this, are moving towards GP Locality meetings, members meetings and contract monitoring and continuous improvement meetings taking place on a quarterly basis.

Cllr Samuels joined the meeting.

It was noted that a GP lead for the South East Locality has been secured and Dr Dan De Rosa is currently interim Lead for the South West Locality.

A forthcoming review and evaluation of the Practice Support Visit programme is being undertaken along with a review of referral data. This is in view of a move to improved triangulation, monitoring and support to include involvement of NHS England and the Care Quality Commission.

Local Incentive Schemes for asthma and Chronic obstructive pulmonary disease (COPD) are being rolled out to provide improved enhanced review of those conditions in primary care.

The NHS 5 Year Forward View Project is underway which includes VI and PCH, there are potentially additional practices who are interested in exploring the PCH model and may be bidding in the next round.

A query was raised regarding the attendance of stakeholders at the GP Locality Meetings and it was confirmed that they are currently for GP members only. It was noted that there are plans for working groups with a broader membership to be formed to assist with the delivery of the Primary Care Strategy.

The Committee was informed that Wolverhampton CCG have now appointed to the post of Head of Primary Care and are recruiting a Primary Care Transformation Lead.

RESOLVED: That the above is noted.

## **Update on Primary Care Programme Board Activity March 2016**

PCC80 Ms Garcha presented an update report to the Committee following the Primary Care Programme Board which took place on 11 March 2016.

It was noted that specialist advice is being sought regarding the interpreting procurement in view of a decision being made at the Primary Care Programme

Board. A query was raised regarding whether the library of languages would be revised and it was confirmed that the change of provider would mean an increased number of languages being available. It was noted that patient engagement was undertaken in the early stages of this procurement.

Cllr Samuels queried the links between the CCG and RWT with regards to diabetes. It was noted that the Wolverhampton Interface Care Knowledge Empowered Diabetes (WICKED) Programme is provided by RWT and work closely with Wolverhampton GPs. There is also a strong link between the CCG and RWT Diabetes services including an integrated data information centre.

Ms Roberts requested an update on the Urgent Care Centre. It was confirmed that the Centre went live in March 2016 and is currently in the bedding down period.

RESOLVED: That the above is noted.

### **Primary Care Commissioning Operations Management Group (PCOMG) Update**

PCC81 Mr McKenzie presented an update report to the Committee following the PCOMG Meeting which took place on 22 March 2016.

It was noted that with regards to primary care quality, the use of wifi in GP practice waiting rooms was hoped to assist with patient participation in the Friends and Family Test.

The PCOMG approved the Medicines Management Policy templates for GP practices to use, which were supported by the LMC. Consideration is also being taken as to whether the templates can also be uploaded to DXS.

It was noted that a Health Visiting Service and Child Health Information Service lessons learnt meeting would be taking place following an issue raised through Quality Matters.

RESOLVED: That the above is noted.

### **Any Other Business**

PCC82 Cllr Samuels queried when the outcome of the Primary Care Transformation Fund expressions of interests would be communicated. It was noted that the national guidance is not currently available so no bids can be submitted at this point.

RESOLVED: That the above is noted.

### **Date, Time & Venue of Next Committee Meeting**

PCC83      Tuesday 3 May 2016 at 2.00 pm, in the Stephenson Room, Technology Centre,  
Wolverhampton Science Park