

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

Minutes of the Primary Care Joint Commissioning Committee Meeting (Public)  
Held on Tuesday 3<sup>rd</sup> January 2017, Commencing at 2.00 pm in the in the Stephenson Room,  
1<sup>st</sup> Floor, Technology 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	No
Dr Salma Reehana	Locality Chair / GP	No
Steven Marshall	Director of Strategy & Transformation	Yes
Manjeet Garcha	Executive Lead Nurse	No
Peter Price	Lay Member (Vice Chair)	Yes

**NHS England ~**

Alastair McIntyre	Locality Director	No
Gill Shelley	Senior Contract Manager (Primary Care)	Yes
Anna Nicholls	Contract Manager (Primary Care)	Yes
Karen Payton	Senior Finance Manager (Primary Care)	Yes

**Independent Patient Representatives ~**

Jenny Spencer	Independent Patient Representative	No
Sarah Gaytten	Independent Patient Representative	No

**Non-Voting Observers ~**

Ros Jervis	Service Director Public Health and Wellbeing	No
Elizabeth Learoyd	Chief Officer – Wolverhampton Healthwatch	Yes
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
Claire Skidmore	Chief Finance and Operating Officer (WCCG)	Yes
Trisha Curran	Interim Accountable Officer	No
Sarah Southall	Head of Primary Care	Yes
Laura Russell	Primary Care PMO Administrator (WCCG)	Yes

## **Welcome and Introductions**

PCC275 Ms Roberts welcomed attendees to the meeting and introductions took place.

## **Apologies for absence**

PCC276 Apologies were submitted on behalf of Dr Helen Hibbs, Alastair McIntyre, Trisha Curran, Manjeet Garcha, Sarah Gaytten and Jenny Spencer.

## **Declarations of Interest**

PCC277 Dr Bush declared that, as GPs they had a standing interest in all 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.

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

## **Minutes of the Meeting Held on 6<sup>th</sup> December 2016**

PCC278 RESOLVED:

That the minutes of the previous meeting held on 6<sup>th</sup> December 2016 were approved as an accurate record.

## **Matters arising from the minutes**

PCC279 There were no matters arising from the minutes.

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

## **Committee Action Points**

PCC280 **Minute Number PCC176 – Premises Charges**

It was confirmed NHS England are still awaiting further assurance from the National Guidance. It was agreed as the Local Medical Committee had raised this initial concern and the CCG needed to inform them of this position.

**Minute Number PCC186a – NHS England Update – Primary Care Update**

Mr Hastings confirmed to send the CCG Primary Care Commissioning Activity return to the Committee following the meeting.

**Minute Number PCC211 - Vertical Integration**

Mr Hastings informed the Committee the CCG have received the minutes from the VI assurance visit and they will be circulated following the meeting.

**Minute Number PCC259 – NHS England Finance Update**

Ms Skidmore confirmed the MOU had been reviewed, signed and returned to NHS England.

**Minute Number PCC260 – Wolverhampton CCG Update**

Mrs Southall advised the pilot for extended opening hours had been commenced on Christmas Eve and plans were submitted to NHS England on the 23<sup>rd</sup> December 2016.

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

**NHS England Update – Primary Care Update**

PCC281 Ms Shelley informed the Committee there were no items or contract variations to report for the month.

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

**NHS England Finance Update**

PCC282 Ms Payton informed the Committee there had been no changes in the forecast and the next report will be presented at the February meeting following the Quarter 3 update.

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

**Wolverhampton CCG Update**

PCC283 Mrs Southall provided the following update on the work being progressed within Primary Care;

- The Primary Care Strategy Committee met on the 7<sup>th</sup> December and updates were provided from all of the Task and Finish Groups. There have been no red risks reported by the Task and Finish Groups.
- Discussions have taken place regarding the future model of the Locality structure, which will be discussed at the Governing Body Away day and Members Meeting.
- A Pilot for extended opening hours within Primary Care Home 1 over the Christmas and New Year period has been funded by the A&E Delivery Board. The evaluation report will be shared with the Committee at the March Meeting.

A further extended opening hours scheme funded by NHS England has also been launched which enabled a number of other practices to extend their opening hours from December until March 2017. This scheme will be monitored and evaluate with outcomes being shared with the Committee at the May Meeting.

**RESOLVED: Ms Southall to provide Evaluation Reports on extended opening hours at the March and May Meetings.**

#### **Primary Care Programme Board Update**

PCC284 Ms Roberts reported in Manjeet Garcha's absence the Primary Care Programme Board meeting in December had been cancelled and a full report would be provided at the February meeting.

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

#### **Primary Care Operational Management Group Meeting**

PCC285 Mr Hastings presented the Primary Care Operational Management Group report, which provided an overview of the discussions that had taken place at their meeting on the 20<sup>th</sup> December 2016. Ms Roberts queried in relation to the Zero Tolerance Scheme would the specification be in place for April 2017. It was confirmed the CCG and NHS England would be working together to meet this timescale.

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

#### **Any Other Business**

PCC286 No further items were raised by the Committee.

PCC287 **Date, Time & Venue of Next Committee Meeting**  
Tuesday 7<sup>th</sup> February 2017 at 2.00pm in PC108, 1st Floor, Creative Industries Centre, Wolverhampton Science Park