

**NHS NORTH CUMBRIA CLINICAL COMMISSIONING GROUP
MINUTES OF PRIMARY CARE COMMISSIONING COMMITTEE**
Thursday, 13 July 2017 13:00 hours
The Autioneer, Rosehill, Carlisle

Present

(Voting Members):	Jon Rush	CCG Governing Body Chair (Chair) JR
	Ruth Gildert	CCG Governing Body Nurse Rep (RG)
	Caroline Rea	Director of Primary Care & ICC Devt CCG (CR)
	David Rogers	CCG Accountable Officer (DR)
	Charles Welbourn	Chief Finance Officer CCG (CW)

(Non-Voting Members):	Colin Patterson	Clinical Lead Primary Care & ICC Devt CCG (CP)
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Observers

(Non-Voting):	Sue Gallagher	Patient Participation Group Rep (SG)
	Denise Jones	Primary Care Commissioning Manager NHSE (DJ)
	Kay Wilson	Primary Care Business Manager NHSE (KW)

In Attendance

(Non-Voting):	Andrea Loudon	Primary Care Devt / Medicines Lead CCG (AL)
	Jen Park	Primary Care & ICC Devt Senior Administrator CCG (JP)
	Brenda Thomas	Governing Body Support Officer CCG (BT)

PCCC 11/17. **AGENDA ITEM 01: Welcome & Apologies**

JR welcomed the Committee. Apologies were received from:

Les Hanley - CCG Governing Body Lay Member, Niall McGreevy - ICC GP Lead, Alan Edwards - ICC GP Lead, Mark Alban - Local Medical Committee Chair, Helen Horne – HealthWatch, Stewart Young - Cumbria County Council HWBB, Andrew Gosling – Primary Care Commissioner.

A Primary Care Nurse has not yet been identified.

PCCC 12/17. **AGENDA ITEM 02: Declarations of Interest**

JR reminded committee members of their obligation to declare any interest they may have on any issues arising at committee meetings which might conflict with the business of NHS North Cumbria Clinical Commissioning Group.

Declarations declared by member of the Primary Care Commissioning Committee are listed in the CCG's Register of Interests. The register is available either via the secretary to the governing body or the CCG website at the following link <http://www.northcumbriaccg.nhs.uk/about-us/how-we-make->

[decisions/declaration-of-interests/declarations-of-interest-register---2016-17-final-version.pdf](#)

Declarations of interest from today's meeting

CP & DR declared a pecuniary interest in agenda items 7 & 8. CP is a partner at Brunswick House Medical Group. DR is on the performers list.

PCCC 13/17. **AGENDA ITEM 03: Minutes and actions of meeting held 11 May 2017**

The following amendments to the minutes were made:

Page 2 (agenda item 3) 1st para:

Final sentence to read: **Normally for GMS contracts held by a partnership or PMS contracts this period of notice would be six months.**

All actions were completed.

The minutes were then accepted as being an accurate record.

PCCC 14/17. **AGENDA ITEM 04: Matters Arising**

There were no matters arising.

PCCC 15/17. **AGENDA ITEM 05: Questions from members of the public present**

No members of the public were present and no questions had been received prior to the meeting.

PCCC 16/17. **AGENDA ITEM 06: Application for closure of branch surgery - Shap**

DJ gave an overview of the application made by Shap Medical Practice to close their branch surgery at Tebay. DJ advised that the practice had engaged with stakeholders and patients that had attended the branch surgery in the past 12 months. 27 responses to the engagement were received with six not agreeing with the closure. A meeting took place on 12 April where four patients attended.

The Overview and Scrutiny Committee (OSC) had been advised but are currently in purder so were not able to respond until after 24 July 2017. Support had been received from the Local Medical Committee. The local MP acknowledged the proposed closure.

Upper Eden Medical practice who also provide a branch surgery in Tebay had been communicated with and had raised no concerns.

The Committee discussed the future dispensing of medications for Tebay residents registered with Shap Medical Practice & noted the practices desire for patients to be able to continue to collect their medication in Tebay, but that this required further investigation for how this could be managed.

Proposed by CW, seconded by CR.

Resolved:

Approved the withdrawal of Shap Medical Practice from the branch surgery at Tebay.

CR to work with Shap Medical Practice around the best solution for dispensing from Tebay surgery. Decision to be reported to OSC.

PCCC 17/17. **AGENDA ITEM 07: Approval of the CCG Quality Improvement Scheme**

CR gave an overview of the scheme advising that it is a CCG commissioned scheme not a delegated NHSE commissioning decision. CR informed the Committee that the scheme had been discussed with the CCG Executive and with North & South Cumbria LMC's where it had been signed off. The scheme was introduced in 2016 and approved for two years and continues to include South Cumbria practices.

The proposals before the Committee were to support a small number of changes to the existing scheme.

Discussion took place around metric 9 - Emergency admissions for acute conditions that should not normally require hospital admissions. It was agreed that for those practices who failed to achieve the metric in 2016/17, would have the opportunity to earn it in 2017/18.

The scheme is to be referred to the Governing Body for their information and formal ratification.

Proposed by CW, seconded by RG.

Resolved:

The Committee noted the report and approved the roll over 10% (of 30%) weighting to 17/18 for practices who failed to achieve Metric 9 in 16/17.

PCCC 18/17. **AGENDA ITEM 08: Approval of the CCG Gain Share Scheme**

CR gave an overview of the scheme advising that it is a CCG based commissioning decision not NHSE delegated decision.

The CCG agreed a "gain-share" arrangement in 2016/17 whereby a proportion of savings from reductions in prescribing and direct access diagnostics costs would be reinvested to pump prime changes in services, in line with Healthcare for the Future, during 2017/18. Should any of the planned service developments result in a proposed investment in General Practice there is a requirement for this to be considered and supported by the Governing Body.

The Committee were asked to approve a gain share agreement in 2017/18 on the same basis of 2016/17, given the schemes success

Proposed by CW, seconded by RG.

Resolved:

The gain share agreement for 2017/18 be approved.

Workington Gain Share Proposal

The Committee were asked to consider the proposed investment plan of the Workington ICC. Discussion took place around the proposed use of Workington's gain share money. Concerns were raised that the available funds was non-recurrent. CR advised that the service proposals enable the speedier implementation of agreed ICC plans and the continued provision would be funded through ICC developments.

The Committee were supportive of the proposals and asked that they should receive a report outlining the impact of the scheme in 12 month's time.

Proposed by CR, seconded by RG.

Resolved:

The proposals from Workington ICC be approved.

PCCC 19/17. **AGENDA ITEM 9: Primary Care Quality Assurance and Improvement Framework**

AL gave an overview of the framework advising that the CCG proposes to adopt the Primary Care Quality Assurance and Improvement Framework in order to meet its statutory duty to assist and support NHS England with the quality assurance of primary care medical service provision.

The Quality Assurance and Improvement Framework is designed in such way to address quality assurance, support improvement in General Practice and provide a systematic process for managing unwarranted variation. Implementation of the Primary Care Quality Assurance and Improvement Framework has the full support of the CCG Executive Committee.

AL advised that NHSE & North Cumbria CCG work together on any specific issues and if a breach of contract would be required then it would come to the Committee for sign off.

Resolved:

The Committee noted:

- Establishment of a Primary Care Quality Group (PCQG) to oversee implementation of the process.
 - PCQG to report to the CCG Outcomes and Quality Assurance Committee.
 - Practices that are considered for referral into formal contract management procedures will be reported at the CCG Primary Care Commissioning Committee.
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PCCC 20/17. **AGENDA ITEM 10: Development - Primary Care Commissioning Committee**

JR informed the Committee of training that had been arranged for 4 September 2017.

PCCC 21/17. **AGENDA ITEM 11: Terms of Reference - Primary Care Commissioning Committee**

JR presented the terms of reference as the final version that had been signed off by the Governing Body.

PCCC 22/17. **AGENDA ITEM 12: Date and time of next meeting approved:**

14 September 2017, 13:00 hours: St. Michael's Church, Workington.

The meeting closed at 15:00 hours.

DRAFT

Primary Care Clinical Commissioning Committee Action Log					
ACTION REFERENCE	MINUTE REFERENCE	ACTION	OWNER	TARGET DATE	STATUS
17/004	PCCC 16/17	CR to work with Shap Medical Practice around the best solution for dispensing from Tebay surgery	Caroline Rea	04 October 2017	
17/005	PCCC 16/17	Decision around Shap branch closure at Tebay to be reported to OSC.	Caroline Rea	04 October 2017	
17/006	PCCC 17/17	The QIS scheme to be referred to the Governing Body for their information and formal ratification.	Caroline Rea	04 October 2017	
17/007	PCCC 18/17	Committee to receive a Gain Share report outlining the impact of the Workington ICC scheme in 12 month's time.	Andrea Loudon	12 July 2018	