

Title	Minutes of the Primary Care Commissioning Committee 26/09/2018-Meeting in Public		
Author	Helen Marshall, PA to the CFO		
Version	0.2		
Target Audience	Members of the Primary Care Commissioning Committee		
Date Created	26/09/2018		
Date of Issue	22/11/2018		
To be Agreed	28/11/2018		
Document Status (Draft/Final)	Draft		
Description	Minutes of the Primary Care Commissioning Committee 26/09/2018-Meeting in Public		
Document History:			
Date	Version	Author	Notes
18/10/2018	0.1	H Marshall	Initial draft submitted to M Clayton for review
06/11/2018	0.2	H Marshall	Amendments received from M Clayton
Approved:			
Signature:			
		 Peter Bury, Lay Member (Chair of the PCCC)

Primary Care Commissioning Committee

Meeting in Public

MINUTES OF MEETING

26 September 2018

Chair – Peter Bury

ATTENDANCE

Members

Voting members

Mr Peter Bury, Lay Member, Chair

Mr Stuart North, Chief Officer

Mrs Sue Hargreaves, Assistant Chief Finance Officer (representing Mr Mike Woodhead)

Miss Margaret O'Dwyer, Director of Commissioning and Business Delivery

Mrs Lesley Jones, Director of Public Health, Bury Council

Mrs Marie Clayton, Deputy Director of Primary Care

Non-voting members

Mrs Ann Gough, NHS England

Mrs Anne Brown, Patient Cabinet representative

Ms Joanne Horrocks, Healthwatch representative

Dr Mohammed Jiva, Rochdale and Bury LMC representative

Mr Paul McCrory, LDC representative

Others in attendance

Mrs Zoe Alderson, Head of Primary Care

Helen Marshall, PA to the Chief Finance Officer (minutes)

MEETING NARRATIVE & OUTCOMES

1 Welcome, Apologies And Quoracy

1.1 Mr Bury welcomed those present to the meeting and noted apologies had been received from:

- Dr Jeff Schryer, CCG Chair
- Mr David McCann, Lay Member

1.2 Mr Bury advised that the quoracy requirements had not been satisfied in line with the Terms of Reference from a Clinical perspective, thus there is a need to ensure that the Clinical member of the committee is in support of any agreements reached at today's meeting.

2 Declarations Of Interest			
2.1	Mr Bury reminded the Primary Care Commissioning Committee members of their obligation to declare any interest they may have on any issues arising from agenda items which might conflict with the business of NHS Bury Clinical Commissioning Group.		
2.2	Declarations made by members of the Primary Care Commissioning Committee are listed in the CCG's Register of Interests which is presented under this agenda and also available from the CCG's Corporate Office or via the CCG website.		
2.3	<p>Declarations of interest from today's meeting</p> <p>It was noted that there were no further declarations made from those already recorded in the register.</p>		
2.4	<p>Declarations of interest from today's meeting</p> <p>It was noted that there were no declarations of interest in relation to the previous meeting.</p>		
ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/01	Decision	Noted the published register of interests.	

3 Minutes Of The Last Meeting and Action Log			
3.1	<p>Minutes</p> <p>The minutes of the Primary Care Commissioning Committee meeting held on 25th July 2018 were considered and agreed as a correct record subject to the following minor amendments made at paragraphs 7.4 and 11.5:</p> <ul style="list-style-type: none"> The word cite at both paragraphs is to be corrected and replaced with sight. 		
3.2	<p>Action Log</p> <p>The action log was reviewed and updates provided as recorded on the action log.</p>		
3.3	In relation to action PCCC/07/01- Mr McCrory asked if the LCA Governance structure will be a live document. Miss O'Dwyer confirmed that it will be a live document that will go through the appropriate process. Miss O'Dwyer advised that she will display in a diagram where this is up to at the moment but that this will be subject to change.		
ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/02	Decision	Approved the minutes of the meeting held on the 25 th July 2018 as a true and correct record subject to the amendments at paragraphs 7.4 and 11.5.	
PCCC/09/03	Decision	Noted the updates provided in relation to the action log.	

4 Public Questions	
4.1	There were no public questions asked.

5 GP Patient Satisfaction Results	
5.1	Miss O'Dwyer presented the report, providing an overview of the latest GP Patient Survey (GPPS) results for Bury. Each year patients are asked to complete the survey which gives them the opportunity to provide feedback on a number of aspects of their

	experience of their GP practice.
5.2	The window where the survey was circulated was January to March 2018. In Bury 9,191 questionnaires were sent out and 3,136 completed and returned, representing a response rate of 34%.
5.3	Miss O'Dwyer made reference to the 2018 results as compared to 2017 and benchmarked against the national average as in the report under point 3. Miss O'Dwyer reported that the 2018 results are in line with or better than the national average and emphasised the ambition for this to be an upward trajectory moving forward.
5.4	Miss O'Dwyer pointed out two areas of the GP Patient Survey (GPPS) to draw attention to from the 2018 results, firstly the 'Outlying Areas' at point 4 of the report which illustrate that the CCG scored below the national average for the question 'ease of use of online services', and secondly the question 'overall experience of making a GP appointment' as outlined under 'Quality Premium' at sections 5 to 7 of the report and also referred to in the attached appendix (project summary and Action Plan).
5.5	Miss O'Dwyer explained that the CCG average for 'overall experience of making an appointment' in 2018 has decreased by 3% to 71%, meaning, the CCG has not achieved the required 3 percent point increase required for the Quality Premium. The project summary states that Bury CCG would need to increase the overall % score by 3% and therefore the Action Plan has been written with the intent of achieving a 3% point increase from the July 2018 publication of this QP Indicator.
5.6	Miss O'Dwyer summarised the key messages from the report in that Bury CCG are by and large at the national average, apart from in two areas and that consideration needs to be given as to how as a CCG we can improve with regard to the question 'ease of use of online services'.
5.7	Mrs Gough advised that GM is the lowest in the north for uptake of online services and confirmed that there will be a specific piece on online services included within the next newsletter. Mrs Gough noted that this is a GM priority as well as local priority.
5.8	Mrs Brown asked if the demography could make a difference to the results, for example if more elderly patients are registered at a certain practice or reside in certain areas. Mrs Brown added with regard to appointments that the results may be unclear or skewed as some patients will request an appointment with a particular GP.
5.9	Mrs Clayton agreed and advised that the CCG are moving towards a more pooled approach in two parts, firstly appointments online and secondly online consultations. Mrs Clayton emphasised the need to get practices and patients onboard with these services explaining that at the moment these areas are being piloted within our pilot practices. Mrs Clayton reported that the appropriate software is in place for the pilots and that it is hoped to report back to on this to the Primary Care Commissioning Committee in January. Mrs Clayton advised the committee that she will find out more information for the next meeting though with regard to online services in terms of individual practices.
5.10	Mrs Horrocks highlighted some of the feedback received by Healthwatch in that people are either not aware of the sites to visit for online services, are unsure how to use

	<p>certain websites or are reluctant to use IT. Further feedback suggested access to benefits has impacted upon access to mobile phones or the internet. Mrs Horrocks reported that Healthwatch are currently working on access and looking at how they can support their members and advised that an audit of deaf awareness and GP access is one of the priority areas.</p>		
5.11	<p>Mr North made reference to the triangulation of data sources, taking note of the poor performance of the practice patient experience as highlighted within the table under point 6 of the report. Mr North suggested with regard to IT, that it is important when the information is presented to include the number of patients accessing online services which presents a different question to the ease of use of online services. Dr Jiva agreed with Mr North's point of view that patients registered and using online services should be clear.</p>		
5.12	<p>Mr McCrory suggested that the GPPS could be used next time to promote online service, for example the question could be asked towards the beginning of the survey.</p>		
5.13	<p>In relation to Mr North's first point Miss O'Dwyer asked as this is public information why the practices are anonymised and if there was a particular reason for this. Mrs Clayton advised this was just cautionary as part of the overall approach to the report.</p>		
ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/04	Decision	Received the GP Patient Survey 2018 results and the revised action plan for achieving the 2018/19 Quality premium.	
PCCC/09/01	Action	Mrs Clayton to find out more information for the next meeting with regard to online services in terms of individual practices.	

6	Outcomes Based Commissioning Framework
6.1	<p>Mrs Jones provided a presentation with the title Moving to Outcome Based Commissioning based on 'Outcome Based Accountability' (OBA) & Bury's Single Outcomes Framework (SOF). Mrs Jones explained that the presentation does not provide all the answers but is provided to prompt thinking on a journey to move toward Outcomes Based Commissioning.</p>
6.2	<p>Mrs Jones talked through the presentation outlining the key points on each slide including outcomes based accountability, outcomes indicators and performance measures and also looking at trends and the drivers behind those trends.</p>
6.3	<p>Mr Bury thanked Mrs Jones for the presentation and summarised that this is about redefining directions and suggested it may be worth providing a similar presentation at a future meeting of the Governing Body. Mrs Jones agreed to circulate a copy of today's presentation to the members of the Primary Care Commissioning Committee.</p>
6.4	<p>Mr North commented that checking and triangulating is the right thing to be moving towards, but providers have outcomes that are not in their gift to deliver, for example life expectancy. Mr North continued that providers will have a higher price due to risk and uncertainty.</p>
6.5	<p>Mrs Jones agreed that providers cannot be held to account for life expectancy, but suggested that we can think carefully about the contribution that different parts of the</p>

		system can make and then start to construct. Mrs Jones acknowledged that this is not simple but it is about bringing about a different way of thinking.	
6.6		Mrs Clayton advised that this was her question; considering the number of organisations contributing to one overarching outcome does this need to be done at a system level. Mrs Clayton declared that she is an advocate for Outcomes Based Commissioning as often we do not focus enough on outcomes and a joined up approach would help achieve this.	
6.7		Building on the above points Miss O'Dwyer suggested that commissioners need to crystallize expectations in terms of outcomes. Mr McCrory suggested if going to be outcomes based than new providers may need higher working capital- and if various providers get paid on outcome and not achieved- issues with payments.	
6.8		Dr Jiva reported that Heywood, Middleton & Rochdale (HMR) are in the second year of an outcomes based contract and suggested the question being is if we are looking at outcomes based results at a practice level and how we get all providers to act as one.	
6.9		Mrs Jones agreed, describing the real value of Outcomes Based Commissioning as bringing everyone together, with the purpose to recognise that any one outcome is not in the gift of one provider but it is about working together.	
	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/05	Decision	Noted the content of the presentation provided.	
PCCC/09/02	Action	Mrs Jones to circulate a copy of the presentation provided to the members of the Primary Care Commissioning Committee.	

7	Time for Care Final Report		
7.1		The time spent on the previous agenda items had exceeded that as outlined on the agenda, therefore considering this report was for information Mr Bury asked the committee if they were willing to accept the report as received.	
7.2		The Primary Care Commissioning Committee accepted the report.	
ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/06	Decision	Received the information presented within the report.	

8	Primary Care Transformation Agenda: Healthy Care Homes Programme		
8.1		Mrs Clayton provided some context with regard to this agenda item, explaining that the Primary Care Transformation Agenda is to be covered over coming meetings of the Primary Care Commissioning Committee. Mrs Clayton advised the committee that she has invited representatives from the Local Care Alliance (LCA) to attend and present each of 4 Primary Care Transformation programmes in turn, to ensure the Primary Care Commissioning Committee are aware of these.	
8.2		The first of the presentations was provided at today's meeting on Healthy Care Homes. Mrs Clayton invited Mrs Alderson to deliver the presentation. Mrs Alderson gave an overview of the Healthy Care Homes scheme which included an explanation of qualitative benefits, support and training for care home staff and better use of technology.	

8.3	Mrs Alderson invited any Questions. Mrs Brown asked how a family will be kept involved in an individual care plan and if that is the responsibility of the care home. Mrs Alderson advised that support would be asked from the care home when a GP is visiting a patient in the particular care home.
8.4	Mrs Jones commented that nothing was included with regards to the Health and Wellbeing of residents. Mrs Alderson advised there are Key Performance Indicators (KPIs) written within the GP contract.
8.5	Mrs Gough made reference to the patient choice agenda and noted there are difficulties in relation to this but acknowledged that there are good outcomes from care home schemes. The group discussed the 'opt in/ opt out' approach and as patient choice the 'opt in' system would be the preferred model/approach.
8.6	Mr North pointed out that the challenge is likely to be the large nursing homes and suggested we need to think sensitively on how that is operated.
8.7	Mrs Clayton suggested it would be useful to have a flavour of these 4 areas and to provide updates at 12 monthly intervals.

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/07	Decision	Noted the contents of the presentation provided.	

9 Quality in Primary Care Phase 2 Underperformance Analysis

9.1	Mrs Clayton presented the report which was based on the performance outturn for Phase 2 of the Quality in Primary Care Contract, as presented to the Primary Care Commissioning Committee in May 2018. This report provided the committee with further analysis for those Standards within the Contract that did not have the highest uptake and provided an overview of the action plans in place to improve performance in Phase 3 of the Contract.
9.2	Miss O'Dwyer made reference to Standard 6 (Improving Outcomes for People with a Long Term Condition) suggesting the action is that it needs to be disseminated to other practices. In terms of childhood asthma there are examples of where this worked well and on the back of this we hope to disseminate between practices.
9.3	Mrs Clayton advised that we have put stretched targets in place that can be attained and that a lot of work is being done around those standards.

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/08	Decision	Received the review as presented.	

10 Primary Care Contract Variations

10.1	Mr Bury advised that as the quoracy requirements had not been satisfied in line with the Terms of Reference from a Clinical perspective, thus there is need to ensure that the Clinical member of the committee is in support of any agreements reached under this item.
10.2	Miss O'Dwyer and Mrs Clayton confirmed that these variations are contained within the existing financial envelope and the Primary Care Commissioning Committee approved the proposed contractual variations for the Quality in Primary Care Contract (Phase 3) 2018/2019 and Combined LCS (2018/2019), subject to final approval by Dr Schryer.

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/09	Decision	Noted the contents of the paper and approved the proposed contractual variations for the Quality in Primary Care Contract (Phase 3) 2018/2019 and Combined LCS (2018/2019), subject to final approval by Dr Jeff Schryer.	

11	Estates Update		
11.1	Mrs Clayton gave a verbal update making reference to the Upland and Whitefield development. Mrs Clayton advised there have been a number of delays over the last 12 months, however there are plans to hold a design workshop on the 3 rd October to bring together all stakeholders in terms of the practice. Mrs Clayton advised that an update would be provided at a later date following the workshop.		
11.2	Mrs Jones asked if any work has been done with patients and stakeholders. Mrs Clayton advised that the practice has been invited. Mr North understood that the development is much wider than the practice itself with further patient involvement down the line.		

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/10	Decision	Noted the verbal update provided.	

12	Primary Care Workstream Update		
12.1	Considering the time spent on the previous agenda items had exceeded that set aside on the agenda, time would not permit to discuss this report or the subsequent reports marked for information. Therefore Mr Bury asked the committee if they were willing to accept the reports marked for information as received.		
12.2	The Primary Care Commissioning Committee accepted this report and all of the remaining reports marked for information.		

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/11	Decision	Accepted the report as provided for information.	

13	GP Federation Contract Board Update		
13.1	The Primary Care Commissioning Committee accepted this report for the reasons given as at item 12.		

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/12	Decision	Accepted the report as provided for information.	

14	Primary Care Workforce Update Report		
14.1	The Primary Care Commissioning Committee accepted this report for the reasons given as at item 12.		

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/13	Decision	Accepted the report as provided for information.	

15	Primary Care Risk Register		
15.1	The Primary Care Commissioning Committee accepted this report for the reasons given as at item 12.		

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/14	Decision	Accepted the report as provided for information.	

16	Closing Matters/Forward Plan
16.1	Mrs Brown asked if Mr North had received any response with regard to which NHS dental practices have closed their lists. Mr North confirmed that Mr Squires had agreed to share the information, but this has not yet been received. Mrs Gough agreed to follow up with Mr Squires.
16.2	Considering this was Mr North's final Primary Care Commissioning Committee meeting before he retires at the end of this week, Mr Bury extended thanks to Mr North on behalf of the committee for his valued input.
16.3	The forward plan was accepted.

ID	Type	The Primary Care Commissioning Committee:	Owner
PCCC/09/15	Decision	Accepted the forward plan.	
PCCC/09/03	Action	Mrs Gough to follow up on the NHS dental practice list closures with Mr Squires.	

Primary Care Commissioning Committee Action Tracker

Status	Date agreed	Action	Update	Responsible
Closed	28-Mar-18	PCCC/03/01- Mrs Jones and Ms Roscoe to gather information around outcomes relating to neighbourhoods to bring back to a future Primary Care Commissioning Committee meeting.	23/05/18- Update to be provided at the July meeting. 25/07/18- To be deferred until the next meeting of the PCCC in September and to be added to the forward plan. 26/09/18- Presentation provided under agenda item 6 at today's meeting, item closed.	LJ
Closed	23-May-18	PCCC/05/01 - Quality in Primary Care (Phase 2, Outturn Position 2017/18) A review paper to be provided at the July meeting.	25/07/18- A review paper is to be presented at the next meeting in September. 26/09/18- Paper provided under agenda item 9 at today's meeting, item closed.	MC
Open	25-Jul-18	PCCC/07/01- Miss O'Dwyer to share a diagram of the current LCA governance system at the next meeting of the Primary Care Commissioning Committee in September.	26/09/18- Further discussion took place with regard to this item, which will be subject to change. Miss O'Dwyer agreed to display in a diagram for the next meeting where this is up to at the moment.	MO'D
Open	25-Jul-18	PCCC/07/02- Mrs Clayton to look into the progress of the Insight Tool pilot.	26/09/18- Mrs Clayton advised this is currently on hold as a new GM tool is being considered as an alternative and a local scheme is being looked into. Feedback is to be provided to the PCCC at a later date.	MC
Open	25-Jul-18	PCCC/07/03- Ms Craven to provide feedback on the GM MEC Service governance structure once the outcome from the GM JCB is known.	26/09/18- Miss O'Dwyer explained that discussion took place at the Directors of Commissioning (DoCs) meeting with regard to the framework and proposed to bring the eyecare framework to the PCCC in November.	MO'D
Open	25-Jul-18	PCCC/07/04- Mr North to write to Jon Rouse with regard to concerns over dental access figures in Bury.	26/09/18- This is to be actioned.	SN
Open	25-Jul-18	PCCC/07/05- Mr Squires to share the Health & Wellbeing Board report.	26/09/18- The report is yet to be shared, Mrs Gough to follow up with Mr Squires.	AG
Closed	25-Jul-18	PCCC/07/06- Miss O'Dwyer is to request an update on the following risk for the next meeting in September: OR_BI_09 Uplands Health Centre- Existing Infrastructure.	26/09/18- Update requested, it is anticipated that this will be provided under the Estates update at the next meeting in November. Item closed.	MO'D
Closed	25-Jul-18	PCCC/07/07- Miss O'Dwyer to look into the matter of waiting times for patients referred to the Adult Orthotic department.	26/09/18- Miss O'Dwyer has actioned this and has followed up with an email to Mrs Brown. Item closed.	MO'D
Open	26-Sep-18	PCCC/09/01- Mrs Clayton to find out more information for the next meeting with regard to online services in terms of individual practices.		MC
Open	26-Sep-18	PCCC/09/02- Mrs Jones to circulate a copy of the presentation provided to the members of the Primary Care Commissioning Committee.		LJ
Open	26-Sep-18	PCCC/09/03- Mrs Gough to follow up on the NHS dental practice list closures with Mr Squires.		AG