

NHS DORSET CLINICAL COMMISSIONING GROUP

PRIMARY CARE COMMISSIONING COMMITTEE

6 JUNE 2018

PART ONE PUBLIC - MINUTES

Part 1 of the Primary Care Commissioning Committee of NHS Dorset Clinical Commissioning Group was held at 2pm on 6 June 2018 at Vespasian House, Barrack Road, Dorchester, Dorset, DT1 1TG.

Present: Jacqueline Swift, Chair of the Primary Care Commissioning Committee (JS)
 Sam Crowe, Acting Director of Public Health (SC)
 Anu Dhir, Primary Care Lead (AD)
 Stuart Hunter, Chief Finance Officer (SH)
 Mufeed Ni'man, Governing Body GP Representative (part)
 Sally Sandcraft, Director of Primary and Community Care (SSa)

In attendance: Steve Aylwin, Senior Workforce Lead (SA)
 Margaret Guy, Vice Chair, Healthwatch Dorset (MG)
 Councillor Jill Haynes, Dorset Health and Wellbeing Board (JH)
 Conrad Lakeman, Secretary and General Counsel (CGL)
 Andy Purbrick, LMC Representative (AP)
 Jaydee Swarbrick, Head of Patient Safety and Risk (JSw)
 Louise Trent, Personal Assistant (LT)

1. Apologies

Tim Goodson, Chief Officer (TG)
 David Jenkins, Vice Chair, Primary Care Commissioning Committee
 Vanessa Read, Director of Nursing and Quality

2. Quorum

2.1 It was agreed that the meeting could proceed as there was a quorum of Committee members present.

3. Declarations of Interest

3.1 Declarations of Interest were made as follows:

- The Secretary and General Counsel noted that the Governing Body GP Representative (MN) who had not yet arrived would need to declare an interest in agenda item 15 – Decommissioning of Caudal Epidural Service.

Action

It was agreed he would be required to leave the meeting for the debate and decision.

SL

4. Minutes

- 4.1 The draft minutes of Part 1 of the meeting held on 4 April 2018 were **approved** as a true record.
- 4.2 The draft minutes of the Primary Care Reference Group meeting held on 23 May 2018 were noted.

5. Matters Arising

- 5.1 The Committee **noted** the Report of the Chair on matters arising from the Part 1 minutes of the previous meeting.

6. Chair's Update

- 6.1 The Chair introduced her update.
- 6.2 The Chair welcomed Sally Sandcraft to the Committee as the newly appointed Director of Primary and Community Care.
- 6.3 The Committee **noted** the update of the Chair.

7.1 Medicines Management Report

- 7.1.1 The Director of Primary and Community Care introduced the Medicines Management Report.
- 7.1.2 Funding had been agreed for the provision of Clinical Pharmacists to work in Care Homes. There would be workshops to engage with Pharmacists across the County. The initial focus would be prioritisation of localities with the highest identified need.
- 7.1.3 The Job Description for the GP Locality Prescribing Lead had been updated to incorporate deputising for the Chair and Vice Chair. Approval was sought for this change.
- 7.1.4 The previously reported category M prescribing issue had been resolved however there were significant Quality, Innovation, Productivity and Prevention (QIPP) requirements to bring medicines management within budget. The Director of Primary and Community Care said it had been the national issue which had impacted the budget.
- 7.1.5 The Committee **approved** the recommendations set out in the Medicines Management Report.

7.2 Primary Care Update

- 7.2.1 The Director of Primary and Community Care introduced the Primary Care Update.
- 7.2.2 Work had progressed with auditors to strengthen assurance of delegated commissioning and this had been assessed through the Primary Care Operational Group (PCOG). Work had also progressed with Counter Fraud to address early identification of any issues. Positive feedback had been received from Counter Fraud regarding the CCG Conflicts of Interest reporting.
- 7.2.3 Improving Access to General Practice Services (IAGPS) had progressed and was on track to deliver 100% of the core requirement by October 2018. There would be enhanced communications to members of the public on the provision of evening and weekend services.
- 7.2.4 Fourteen practices had benefited from the National Resilience Programme during 2017/18. Work had progressed with NHS England to help manage the process with the provision of support to localities. The Primary Care Team worked closely with LMC to provide local support to practices.
- 7.2.5 The Committee queried the position regarding the options for the provision of GP online consultations. The Director of Primary and Community Care said that there was a forthcoming event that members of the Primary Care Team and GPs would attend which would highlight any emerging providers who might address the gap in the market created by the withdrawal of the preferred supplier.
- 7.2.6 The Acting Director of Public Health queried the challenge and oversight for the various workstreams and transformation plans. The Health and Wellbeing Board representative agreed to raise the matter at the System Partnership Board. The Acting Director of Public Health agreed to share the paper from the Joint Public Health Board showing project outcomes.

JH

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MN joined the meeting.

- 7.2.7 The Committee **noted** the Primary Care Update.

7.3 Primary Care Workforce Planning

- 7.3.1 The Senior Workforce Lead introduced the Primary Care Workforce Planning Report.

- 7.3.2 The Primary Care Workforce Centre (PCWC) Doorway to Dorset recruitment platform would be widened to promote healthcare vacancies across the system.
- 7.3.3 A Dorset Nursing Conference had been launched through the PCWC.
- 7.3.4 The Committee was concerned regarding nurses going directly into primary care and the level of supervision that would be provided. The Director of Primary and Community Care said that this was being addressed through the development of a transitional plan to support people coming in to work in new settings.
- 7.3.5 The Committee was concerned with the lack of clarity regarding Physician Associate roles within the report. The Senior Workforce Lead said the current position was flexible and meetings were taking place with Bournemouth University to determine. The LMC Representative echoed the concern of the Committee as GPs had little clarity regarding the role and responsibilities.
- 7.3.6 The Committee directed that further information be provided in the next update.
- 7.3.7 The Committee was also concerned that there did not appear to be a nationally mandated qualification for Physician Associates. The Senior Workforce Lead said that there was a national qualification, however there was no requirement to complete this before taking up a role.
- 7.3.8 The Committee was concerned that the success rate for the reduction in numbers of locums through the movement into contracted work was measured only through engagement with the locum community through the Locum Chambers with no other measurement to substantiate.
- 7.3.9 The Director of Primary and Community Care said that Key Performance Indicators (KPIs) were available and these would be included in the next report.
- 7.3.10 The Committee **noted** the Primary Care Workforce Planning Report.

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8. Public Health Update

- 8.1 The Acting Director of Public Health introduced the Public Health Update.

- 8.2 Work was progressing in Public Health Dorset for engagement with schools however this had proved challenging.
- 8.3 The transfer of 'Livewell' to Public Health Dorset had progressed. A facility to enable practices to register patients directly with the service was being progressed. The LMC Representative requested that Public Health Dorset engage with practices to publicise 'Livewell' to patients.
- 8.4 'Ageing Well' had progressed with pilot programmes for pain management in East Dorset which would be rolled out across the County.
- 8.5 'Altogether Better' had progressed with the development of a leadership cohort. Seventeen practices had engaged fully in the programme and early feedback from practices had been positive.
- 8.6 The Joint Public Health Board had supported a competitive tender for Public Health Nursing Services. Work had progressed in advance of the tender to ensure that partners were aware of the risks and benefits. A challenge had been received from Virgin Healthcare on Sexual Health Services.
- 8.7 The Committee **noted** the Public Health Update.
- 9. Any Other Business**
- 9.1 The Healthwatch Representative said that it was National Patient Participation Group (PPG) week.
- 10. Date and Time of the Next Meeting**
- 10.1 The next meeting of the Primary Care Commissioning Committee would be held at 2pm on Wednesday 1 August 2018 at Vespasian House.
- 11. Exclusion of the Public**
- 11.1 Resolved : that representatives of the Press and other members of the public, be excluded from the remainder of this meeting having regard to the confidential nature of the business transacted, publicity of which would be prejudicial to the public interest.

SC