

## NHS DORSET CLINICAL COMMISSIONING GROUP

### PRIMARY CARE COMMISSIONING COMMITTEE

6 February 2019

#### PART ONE PUBLIC - MINUTES

Part 1 of the Primary Care Commissioning Committee of NHS Dorset Clinical Commissioning Group was held at 2pm on 6 February 2019 at Vespasian House, Barrack Road, Dorchester, Dorset, DT1 1TG.

**Present:** David Jenkins, Vice Chair, Primary Care Commissioning Committee (DJ) (Chair)  
Tim Goodson, Chief Officer (TG)  
Stuart Hunter, Chief Finance Officer (SH)  
Mufeed Ni'man, Governing Body GP Representative (MN) (Part)  
Vanessa Read, Director of Nursing and Quality (VR)  
Sally Sandcraft, Director of Primary and Community Care (SSa)

**In attendance:** Nicky Cleave, Public Health Consultant (NC)  
Margaret Guy, Vice Chair, Healthwatch Dorset (MG)  
Councillor Jill Haynes, Dorset Health and Wellbeing Board (JH)  
Conrad Lakeman, Secretary and General Counsel (CGL)  
Charles Summers, Director of Engagement and Development (CS)  
Louise Trent, Personal Assistant (LT)  
1 x member of the public

#### 1. Apologies

Jacqueline Swift, Chair of the Primary Care Commissioning Committee (JS)  
Sam Crowe, Acting Director of Public Health (SC)  
Anu Dhir, Primary Care Lead (AD)  
Claire Lehman, Primary Care Lead (CL)

#### 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 were received as follows:

- The Governing Body GP Representative (MN) declared an interest in agenda item 15 – Merger – West Moors

#### Action

Group Practice and Barcellos Family Practice and agenda item 16 – West Moors Group Practice Branch Closure – Three Legged Cross Surgery.

SL

It was agreed he would need to withdraw for the debate and decision and could not participate in the vote.

3.2 Members were reminded of the need to ensure Declarations of Interest were up to date and to notify the Corporate Office of any new declarations.

#### 4. Minutes

4.1 The draft minutes of Part 1 of the meeting held on 5 December 2018 were **approved** as a true record.

4.2 The draft minutes of the Primary Care Reference Group held on 28 November 2018 were **noted**.

#### 5. Matters Arising

5.1 8.3 – CCG representation on Joint Public Health Board (JPHB) – The Director of Nursing and Quality would represent the CCG on the JPHB and had attended the first meeting.

5.2 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 NHS Long Term Plan had been published. NHS England had also published the five-year framework for GP contract reform, a report upon which would come to the next meeting of the Committee and would be addressed at agenda item 7.2.

6.2 The Committee noted the update of the Chair.

#### 7. Reports

##### 7.1 Primary Care Commissioning Committee Annual Planner for 2019/20

7.1.1 The Secretary and General Counsel introduced the Primary Care Commissioning Committee Annual Planner for 2019/20.

7.1.2 This had been updated with input from the Primary Care Team and had been reworked to ensure that all relevant matters had been included.

7.1.3 The Committee noted only one update for Public and Patient Engagement in Primary Care. The Director of Primary and Community Care said that this was for the overarching annual update but that patient engagement was part of core business and was built into each report brought to the Committee.

7.1.4 The Committee **approved** the Primary Care Commissioning Committee Annual Planner for 2019/20.

## **7.2 Primary and Community Care Update**

7.2.1 The Director of Primary and Community Care introduced the Primary and Community Care Update.

7.2.2 The NHS Long Term plan had been published. This had positive implications with commitment to move to a new service model which aligned with the work creating resilience in general practice and a focus on Primary Care Networks (PCN).

7.2.3 There would be changes to the Quality and Outcomes Framework as part of the plan with continued commitment in Improving Access to General Practice Services (IAGPS).

7.2.4 A key focus would be expansion of the workforce in general practice and a greater skill mix that would enable GPs to focus on patients who most required their skills. A number of roles would be developed over the next three to five years which would build on national investment and the work the CCG had been conducting regarding workforce.

7.2.5 Three key areas were requested for approval as part of the additional investment plans and commissioning intentions for 2019-20. These had been through the Primary Care Reference Group (PCRG) who had recommended the areas for investment.

7.2.6 The Committee queried whether online consultations had been received favourably by practices and patients. The Director of Primary and Community Care said that it was still too early to determine.

7.2.7 The Committee **approved** the recommendations set out in the Primary and Community Care Update.

## **7.3 Medicines Optimisation Report**

7.3.1 The Director of Primary and Community Care introduced the Medicines Optimisation Report.

- 7.3.2 The audit topics for 2019/20 had been progressing with the GP Prescribing Leads however these would require a refresh in conjunction with the GP Contract Framework areas of focus.
- 7.3.3 The Committee noted the forecast of a significant underspend.
- 7.3.4 The Committee noted the concerns regarding availability of medication following a possible no-deal 'Brexit'. A directive from NHS England had been to avoid stockpiling drugs.

**MN joined the meeting.**

- 7.3.5 The GP Representative said that GPs had been experiencing pressure with prescribing due to patient uncertainty regarding availability of medication.
- 7.3.6 The Committee **noted** the Medicines Optimisation Report.

**7.4 Annual Review of Terms of Reference**

- 7.4.1 The Secretary and General Counsel introduced the Annual Review of Terms of Reference.
- 7.4.2 The CCG was currently renewing the Constitution and all changes to current Terms of Reference were on hold. No changes had been recommended to the PCCC Terms of References however any suggestions regarding these should be fed back for consideration.
- 7.4.3 The Committee **noted** the Annual Review of Terms of Reference.

**7.5 Primary and Community Care Workforce Update**

- 7.5.1 The Director of Engagement and Development introduced the Primary and Community Care Workforce Update.
- 7.5.2 This provided a summary of the ongoing activity to support the Primary Care workforce. The Primary Care Workforce Centre (PCWC) and the Workforce Delivery Team linked to the Dorset Workforce Action Board (DWAB) single workforce delivery plan for 2019-20.
- 7.5.3 The Dorset Workforce Information Group (DWIG) had been established to produce a dashboard of workforce data across Dorset. The Committee was concerned that this highlighted a deficit of 583 nurse vacancies in Dorset. The Director of Engagement and Development said that this did not take into account bank and agency workforce deployed to deliver the

services in a safe and effective way. It was noted that the utilisation of agency staff created a cost pressure.

7.5.4 The Committee was concerned that the numbers of GPs required to meet service needs was of public concern and noted the biggest identified gap was in nursing positions.

7.5.5 The Committee noted a difference in the figures for GPs supplied in the Primary Care Update and in the Workforce Update reports. Officers should ensure consistency of reporting. This was a matter of vital importance to the public and the press.

7.5.6 The Committee **noted** the Primary and Community Care Workforce Update

## 8. **Public Health Update**

8.1 The Public Health Consultant introduced the Public Health Update.

8.2 With the Local Government Reorganisation (LGR), work had progressed to establish the future arrangements for partnerships and shared services which encompassed Public Health Dorset. This coincided with Public Health budget uncertainty.

8.3 The Committee noted a higher level of funding provided to Bournemouth and Poole for a lower level of population against the provision for Dorset. It was noted that this reflected deprivation in the East.

8.4 It was noted that homelessness was one of the most significant areas of concern. This issue had been raised at the SLT and a review of other STPs around the country showed the difference between those LA-driven and those NHS driven. Closer alignment with the LAs was required.

8.5 The Committee expressed its wish that the new unitary Local Authorities would continue to support a single shared Public Health service across Dorset.

8.6 The Committee **noted** the Public Health Update.

## 9. **Any Other Business**

9.1 This would be the last meeting of the Vice Chair of the Primary Care Commissioning Committee. He noted the impressive progress since Primary Care Commissioning had been devolved locally and the significant effort and focus on the services.

9.2 This would also be the last meeting of the Healthwatch representative as the Healthwatch contract would be managed by a different organisation from 1 April. This would possibly be the last meeting of the Health and Wellbeing Board representative due to the forthcoming elections.

9.3 The Committee formally thanked and acknowledged all for their contribution.

**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 3 April 2019 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.

Approved