



Primary Care Commissioning Committee

13 September 2016

1.00 – 1.50pm

Hornden Social Welfare Centre, Peterlee

CONFIRMED MINUTES

Present:

David Taylor-Gooby (Chair)	Lay Member, Patient and Public Involvement
Dr Jonathan Smith	Clinical Chair
Mark Pickering	Chief Finance Officer
Sarah Burns	Director of Commissioning
Dr Winny Jose	Locality Lead – Sedgefield

In Attendance:

Joseph Chandy	Director of Primary Care, Partnerships and Engagement
Sarah Lambert	Head of Corporate Services
Jenny Long	NHS England Area Team
Sue Humpish	Executive Assistant – Minutes
Mags Wells	Governance Administrator

Apologies:

Gill O'Neill (Vice Chair)	Interim Director of Public Health, Durham County Council
Dr Stewart Findlay	Chief Clinical Officer
Nicola Bailey	Chief Operating Officer
Gill Findley	Director of Nursing
Dr Helen Moore	Locality Lead – Sedgefield
Carol Hardy	Locality Lead - Easington

Item No		Action
PCC/16/025	Apologies for absence Colleagues were welcomed to the meeting and apologies noted. All were reminded that this was a meeting in public, but not a public meeting and so members of the audience would not be able to participate in the meeting, but could speak to members of the committee after the meeting.	
PCC/16/026	Declarations of conflicts of interest No declarations were made.	

PCC/16/027	<p>Minutes of the meeting held on 12 July 2016</p> <p>The minutes of the meeting of 12 July were accepted as a true record.</p>	
PCC/16/028	<p>Matters arising from the meeting held on 12 July 2016</p> <p>There were no matters arising from the minutes of 12 July 2016.</p>	
PCC/16/029	<p>Review of action log</p> <p>The action log was reviewed and updated.</p>	
PCC/16/030	<p>Primary Care Commissioning Committee Terms of Reference <i>Sarah Lambert, Head of Corporate Services</i></p> <p>The Terms of Reference for the Primary Care Commissioning Committee had been reviewed in the light of revised guidance for managing conflicts of interest from NHS England. The report contained recommended changes to the membership, attendance and voting arrangements for the Committee.</p> <p>Colleagues discussed the changes made including that the Vice Chair should remain the Director of Public Health until a new third lay member is appointed to take over the role. It was noted that the possible appointment was still under discussion in the CCG.</p> <p>The Primary Care Commissioning Committee:</p> <ul style="list-style-type: none"> • approved the reviewed Terms of Reference. 	
PCC/16/031	<p>Primary Care Finance Update – Month 4, 2016/17 <i>Mark Pickering, Chief Finance Officer</i></p> <p>The report provided an update regarding the primary care financial position of DDES CCG as at the end of July 2016.</p> <p>Primary Care expenditure from the CCG mainstream funding was currently forecasting a small overspend, partly due to pressure on the home oxygen contract and prescribing. The first prescribing forecasts had been received since the report was published and early indications were that there would be a favourable improvement to the position in month five.</p> <p>Primary Care co-commissioning expenditure was showing a forecast underspend, mainly due to lower than budgeted premises costs and the uncommitted 1% non-recurring funds and 0.5% contingency sums.</p> <p>In summary, the CCG was in a positive position relating to primary care finance.</p>	

	<p>The Primary Care Commissioning Committee:</p> <ul style="list-style-type: none"> noted and discussed the financial position of the CCG as at 31 July 2016. 	
PCC/16/032	<p>Implementing the NHSE Framework for Patient and Public Participation in Primary Care Commissioning <i>Joseph Chandy, Director of Primary Care, Partnerships and Engagement</i></p> <p>The report provided an update on how DDES and North Durham CCGs were implementing the NHS England Framework for Patient and Public Participation in Primary Care Commissioning in day-to-day activities.</p> <p>Colleagues noted the ongoing participation work involving Patient Reference Groups and members of the public, including the forthcoming Commissioning Intentions event in October. It was highlighted that both CCGs were keen on developing “co-production” whereby patient groups and members of the public were involved at the earliest possible stages of producing key documents and making service improvements.</p> <p>The Primary Care Commissioning Committee:</p> <ul style="list-style-type: none"> received the update report; endorsed the Framework. 	
PCC/16/033	<p>Primary Care Commissioning Update <i>Joseph Chandy, Director of Primary Care, Partnerships and Engagement</i></p> <p>A general, verbal update was provided on some of the key work being undertaken in Primary Care Commissioning.</p> <p>Practices that considered themselves to meet the criteria of the Vulnerability Index were now able to bid for access to programmes of support in order to increase their resilience and performance.</p> <p>A Capital Fund had been launched which provided the possibility of additional investment in estates and IT in order to deliver modern primary care services. A number of DDES practices had submitted bids for improvement work or wholesale change to their premises and the outcome would be known in November.</p> <p>Patient groups had been involved in developing the improved GP access project which would work alongside the workforce/Career Start activity. Members of the public were reminded that all papers for the meeting were published on the DDES website.</p>	
PCC/16/034	<p>Primary Care Development Report <i>Joseph Chandy, Director of Primary Care, Partnerships and Engagement</i></p> <p>The report updated the committee on work underway to implement the</p>	

	<p>Primary Care Strategy including: Workforce/GP Career Start; Vulnerability Index; GP Access; GP booking; Quality Incentive Scheme; and Enhanced Services.</p> <p>The Primary Care Commissioning Committee:</p> <ul style="list-style-type: none"> received the report and noted the content. 	
PCC/16/035	<p>Improved GP Access Project <i>Joseph Chandy, Director of Primary Care, Partnerships and Engagement</i></p> <p>A report was provided which provided an update on work relating to the Improved GP Access Project including: project scope; and creation of a steering group and its objectives.</p> <p>The Primary Care Commissioning Committee:</p> <ul style="list-style-type: none"> receive the report for information. 	
PCC/16/036	<p>Enhanced Services Evaluation (2015/16) report <i>Joseph Chandy, Director of Primary Care, Partnerships and Engagement</i></p> <p>The report provided a review of the 2015/16 Enhanced Services activity which supported practices to provide services for patients in practice rather than them attending hospital, which they preferred. The added benefit was that the services were provided at half the cost.</p> <p>The Primary Care Commissioning Committee:</p> <ul style="list-style-type: none"> received the report for information. 	
PCC/16/037	<p>Any other business</p> <p>There was no other business.</p>	
	<p>Next meeting</p> <p>8 November 2016 at Spennymoor Town Hall</p>	

Signed: 
Title: 
Date: 5 Dec 2016