

NORTH EAST LINCOLNSHIRE CLINICAL COMMISSIONING GROUP

**PRIMARY CARE COMMISSIONING COMMITTEE**

**ACTION NOTES OF THE MEETING HELD ON 04/08/2020 AT 11AM**

**MEMBERS PRESENT:**

Mark Webb NELCCG Chair

Philip Bond Deputy Chair, PPI member of Governing body

Stephen Pintus NELC Director of Public Health

Dr Sinha NELCCG GP Clinical Lead

Laura Whitton NELCCG Chief Finance Officer

Jan Haxby NELCCG Director of Quality and Nursing

Margaret Cracknell NELC Counsellor

Jo Horsfall NELCCG Finance Manager

**ATTENDEES PRESENT:**

Lezlie Treadgold NELCCG PA to Exec Office

Julie Wilson NELCCG Assistant Director

Rachel Barrowcliff NELCCG Service Manager

Sarah Dawson NELCCG Service Manager

Chris Clarke NHS England representative

Geoff Day NHS England representative

Erica Ellerington NHS England representative

Tracey Slatery Healthwatch North East Lincolnshire Delivery Manager

Simon Barrett LMC Representative

**APOLOGIES:**

Dr Elston NELCCG GP Clinical Lead

The Chair thanked members and attendees for attending today’s meeting and advised that the meeting will be live streamed to members of the public and recorded for administration purposes. There were no objections to live stream/recording of the meeting.

# APOLOGIES RECEIVED

Apologies noted above.

# DECLARATIONS OF INTEREST

The following declarations of interest were made in respect of today’s meeting:

* P Bond declared an interest in item 6 as he is the chair of the Patient Participation Group at Blundel Park Surgery but would like to make some comments on that item.
* Dr Sinha who is attending as E Elston’s deputy, declared an interest as a local GP regarding item 5

# MINUTES OF THE PREVIOUS MEETING / VIRTUAL DECISION LOG RATIFICATION – 4TH FEBRUARY 2020

The minutes pf the previous meeting and the virtual decision log were both approved.

# MATTERS ARISING

Matters arising updated on the attached.

M Webb explained that all NELCCG committees are using a new front sheet which can be seen used on today’s papers. This has been implemented to improve focus and efficiency at committee meetings. Papers for information will be sent out as and when they are available and will not be discussed during meetings unless a committee member has asked for assurance. Only papers for assurance or decision will be discussed during committee meetings. Papers will be made up of no more than four pages excluding the cover sheet.

# FOR DECISION: INTERIM EXTENDED ACCESS SERVICE EXTENSION

A paper was circulated for decision. S Dawson provided a summary:

* Extended access is a national requirement that NELCCG have commissioned from 1st Oct 2018. Initially via GP Federations and then PCNs as they are now. This was an interim service which has been extended several times.
* Previously extended to the end of September 2020 but because the results of national access review are not yet available, it is requested that there is a further extension to the end of March 2021. At which point PCNs will be entitled to funded for extended access.

Feedback and discussion from members:

* Funding will come via national allocations as it has in previous years.
* There has been no impact to the service with regards to the recent rearrangement of PCNs
* The service was stood down during COVID but NELCCG is working with PCNs to reinstate the service where practical to do so.
* NHS E/I are not aware of when the national access review results will be available but it has been made clear that from 1st April 2021 there is still an expectation that PCNs will receive full funding.

**The PCCC formally approved the proposal to extend the interim service from October 1st 2020 to March 31st 2021 commissioned from PCNs**

# FOR ASSURANCE: BLUNDELL PARK SURGERY CQC INSPECTION UPDATE

A paper was circulated for decision. R Barrowcliffe provided a summary:

* Blundell Park surgery is a single-handed practice run by Dr Biswas Saha
* A full CQC inspection took place in July 2019 and was rated inadequate.
* Following this NELCCG and LMC supported practice to make improvements and CQC carried out a focus inspection in December and although did acknowledge that there had been improvements, the surgery was still rated as inadequate.
* NELCCG continued to work with practice and CQC inspected again in February. The report was received in May and was rated requires improvement. Acknowledged the surgery had carried out work to improve but there were still issues with policies and procedures not being embedded.
* J Wilson, R Barrowcliffe and J Berry visited the surgery on 28th July to have a detailed discussion about an improvement action plan. At the same time CPG infection control nurses attended and carried out an inspection where a number of issues were flagged and only 40% compliance against required standards.
* NELCCG will monitor the action plan for both improvements following CQC and infection control inspection in the lead up to the next CQC inspection which will be within the next 6 months

Feedback and discussion from members:

* It was highlighted that PCN’s need to support all members including single-handed practices
* The practice manager who is on maternity leave is due to return soon which may impact on the progress made by current temporary practice manager.
* NELCCG was commended for the unprecedented input they have had into this surgery.
* There is a risk that that the practice are unable to achieve the improvements required and therefore NELCCG need to have contingency plans for the practices patients. NHS E/I are happy to continue with these conversations.

**Action: R Barrowcliffe develop contingency plans and report back to the next meeting.**

**The PCCC noted the report.**

# FOR ASSURANCE: UPDATE ON PRIMARY CARE COVID19 RESPONSE AND IMPACT ON OPERATING MODEL

Dr Sinha and J Wilson took the committee through a presentation shared via Microsoft Teams.

* The positives which can be taken from the last 5 months will be used as the backbone of the future way of working
* Consideration may be needed around how to provide a robust safeguarding approach digitally.
* It was noted that digital is not going to replace all 1:1 face to face alternatives and throughout COVID GPs have continued to attend regular safeguarding forum
* By carrying out more digital appointments where appropriate, there will be opportunity for more face to face and better safeguarding
* NELCCG have provided excellent comms and engagement through regular meetings and have actioned pieces of work quickly which previously seemed impossible
* There is an event taking place tomorrow to share an overview of the COVID response in North East Lincolnshire
* Regarding a possible second wave of COVID and the possibility of shielding over 50’s, as a lot of local GPs are over 50 and are from black and ethnic minorities (BAEM) this needs to be considered as a risk going forward.

**Action: Future agenda item - GP’s over 50 and BAME shielding**

**The PCCC noted the update in the presentation which will be uploaded to the NELCCH website.**

# FOR INFORMATION: PRIMARY CARE NETWORKS: PARTICIPATION FORMS AND FUTURE DIRECTION

The paper shared for information was noted.

# FOR INFORMATION PRIMARY MEDICAL SERVICES BUDGET UPDATE

The paper shared for information was noted.

# FOR INFORMATION: CHANGE TO MERGER DATE FOR DR A P KUMAR AND BEACON MEDICAL

The paper shared for information was noted.

# FOR INFORMATION: CERTIFICATE OF ANNUAL COMPLAINCE DELEGATION REPORT

The paper shared for information was noted.

# FOR INFORMATION: ANNUAL PRACTICE ELECTRONIC DECLARATION REPORT

The paper shared for information was noted.

# FOR INFORMATION: OUT OF HOURS PHARMACY PALLIATIVE CARE MEDICINES SERVICE

The paper shared for information was noted.

# FOR INFORMATION: DR MATTHEWS SURGERY, CROMWELL ROAD – CHANGES TO OPENING HOURS

The paper shared for information was noted.

# ANY OTHER BUSINESS

The committee approved the addition of the following paragraph to the PCCC terms of reference:

*Where a quorum cannot be convened from the membership of the meeting, owing to the arrangements for managing conflicts of interest or potential conflicts of interest, the Chair of the meeting shall consult with the Conflict of Interest Guardian or Chief Finance Officer on the action to be taken.*

# QUESTIONS FROM MEMBERS OF THE PUBLIC

No questions received in advance or during the meeting from members of the public.

# DATE AND TIME OF NEXT MEETING

Tuesday 6th October 2020 at 11am