

NHS WEST LANCASHIRE CLINICAL COMMISSIONING GROUP

PRIMARY CARE COMMISSIONING COMMITTEE

13 July 2020, 12.30 – 1.15 pm

MS Teams

Item	Time	Agenda item	Paper / Verbal	Action	Presenter
1.	12.30	Welcome and apologies			Chair
2.	12.30	Declaration of Interests	Verbal	I	All
3.	12.35	Minutes from the previous meeting	Paper	DR	Chair
4.	12.40	Update on actions from the previous meeting	Paper	D	Chair
STRATEGIC ISSUES					
5.	12.45	Finance update	Verbal	I	Dougie Brierley
OPERATIONAL ISSUES					
6.	12.55	Primary Care and NHS England update	Paper	I	Sarah Danson
		<ul style="list-style-type: none"> • Quarterly contract Changes • DES contract sign-up 	Paper	DR	Janet Charnock
7.	13.10	Primary Care COVID-19 Update	Verbal	I	Janet Charnock
FOR INFORMATION					
Date and Time of Next Meeting – 8 September 2020, 1.30 – 3.00 pm, possible MS Teams meeting					

I – Information

D-Discussion

DR – Decision Required

Minutes

Primary Care Commissioning Committee

Venue: Boardroom, Hilldale, Ormskirk	Date & Time: Tuesday 10 March 2020 at 1.30–3.00 pm
Attendees: Mr S Gross – Chair Mr P Kingan – Chief Finance Officer Mr D Soper – Lay Member Mrs J Moran – Director of Integration and Transformation	In attendance: Mrs J Charnock – Primary Care Development Manager Ms J Greenhalgh – Finance Manager Mr D Brierley – Finance Manager Mrs S Danson – Primary Care Manager Mrs K McNally – Administrative Officer
Apologies: Mrs N Baxter – Head of Medicines Optimisation Mrs C Heneghan – Chief Nurse Dr A Robinson – Secondary Care Doctor Dr J Caine – West Lancashire CCG Chair	

Agenda Item	Summary of Discussion	Lead
1.	<p>Welcome and apologies for absence Steve Gross introduced himself and welcomed the members of the Primary Care Commissioning Committee (PCCC) to the meeting of the committee. The apologies above were relayed. Four members of the public were present.</p>	
2.	<p>Declaration of interest Steve Gross reminded committee members of their obligation to declare any interest they may have on any issues arising at committee meetings which might conflict with the business of West Lancashire CCG.</p> <p>Declarations declared by governing body members are listed in the CCG's Register of Interests. The register is available either via the secretary to the governing body or the CCG website at the following link: Register-of-interests-Governing-Body-members-31-January-2020</p> <p>No declarations were received.</p>	
3.	<p>Minutes from the previous meeting The minutes from the 14 January 2020 were approved as a correct record with the following amendment;</p> <p>Agenda item 5, paragraph 2 to read 'A contingency fund of £72k is available if this is required, e.g. West Lancashire's population registered with GPs has increased to 114k and the contingency fund could be considered to support the related additional costs.</p>	
4.	<p>Update on actions from previous meeting The Primary Care Network (PCN) maturity matrix has been submitted and regular meetings are taking place for the national matrix. The Lancashire and</p>	

Agenda Item	Summary of Discussion	Lead
	<p>South Cumbria matrix provides local context for the primary care fund and what can be applied for.</p> <p>Local PCNs are making good progress and working together as one large PCN. The new contract is helping with workforce recruitment.</p> <p>Discussions are taking place at the ICS primary care meeting with 40+ PCNS across Lancashire and South Cumbria to check on progress and help identify needs. The next meeting is planned for the end of March although this may not go ahead with the current challenges for the system. In West Lancashire population health is not as advanced as other areas, however, community relationships and integration are strong. A paper will be brought to the next committee meeting to provide an update on local and national progress.</p> <p>Infrastructure is good for information technology and the maturity matrix will be helpful in determining where WLCCG sit both locally and nationally.</p> <p>The action sheet was updated.</p>	JC
STRATEGIC ISSUES		
5.	<p>Finance update Jenn Greenhalgh presented the month 10 budget statement, which detailed the current financial position in primary care.</p> <p>The year to date (YTD) position is £195k underspend at the end of January 2020. This is mainly due to a delay in the recruitment of clinical pharmacists. It has been confirmed that some appointments have been made and claims are expected; current estimation is c. £70k. The full year forecast anticipates an underspend of £222k.</p> <p>Premises costs currently show a break even position however the review of void and subsidies is still on going with NHSPS. It is anticipated that the full year costs will be higher than original budget and therefore any forecast underspend will help to ease this. Figures are being finalised with NHSPS across Lancashire, statements have been received and reconciled as much as possible. It is hoped that in the future there will be greater clarity on predicted space costs.</p> <p>The Primary Care Commissioning Committee: noted the financial position.</p>	
OPERATIONAL ISSUES		
6.	<p>Primary Care and NHS England (NHSE) update</p> <ul style="list-style-type: none"> • Discretionary payments <p>Sarah Danson spoke to the paper which had been presented at the previous meeting. Amendments have been made as requested and include additional information for list dispersal.</p> <p>The process has been considered by all CCGs across Lancashire and South Cumbria to frame the principles and support for large list dispersal to ensure equity for all patients. The framework ensures a consistent approach across all CCGs. It was noted that any financial support is at the discretion of the relevant CCG.</p>	

Agenda Item	Summary of Discussion	Lead
	<p>The Primary Care Commissioning Committee: approve the 'Financial Assistance for Practices experiencing impact of Dispersed List guidance' on the understanding that all CCGs across Lancashire and South Cumbria take a consistent approach. Sarah Danson will raise this at the Primary Care Quality Forum on 11.03.2020.</p> <ul style="list-style-type: none"> • GP contract update Sarah Danson highlighted the main updates to the GP contract agreement: 2020/21-2023/24. <p>It was noted that five specifications were expected but only three released at this time. Workforce roles will need to be aligned for delivery of these;</p> <ol style="list-style-type: none"> 1. The structured medication review and medicines optimisation 2. Enhanced Health in Care Homes 3. Supporting Early Cancer Diagnosis <p>The Care Home specification will go live in October 2020 with the remaining in April 2021. A workforce plan and details of what the contract means for West Lancashire will be presented at the next meeting of this committee.</p> <p>In relation to appointment times the contract specifies the number of appointments that must be available online, how 111 can book GP patient appointments and availability to extended access. All information is available online.</p> <p>The Primary Care Commissioning Committee: noted the report.</p> <ul style="list-style-type: none"> • West Lancashire Primary Care update All practices are now signed up to the PCN agreement. <p>Dr Roberts has moved from Aughton Practice to Tarleton. There are no other changes.</p>	<p>SD</p> <p>JC</p>
7.	<p>Workforce and education update Jan Charnock presented the workforce update and request for continuing funding to support primary care placements for West Lancashire Medical Students and Edge Hill University Foundation Year Medical students.</p> <p>The Primary Care Commissioning Committee asked for clarity regarding the cohort of students and the amount of budget required. The information will be provided at the next meeting of this committee.</p>	JC
8.	<p>Primary Care Networks (PCN)</p> <ul style="list-style-type: none"> • Quality Update / CQC In view of current system pressures urgent CQC inspections only will be undertaken. <p>In West Lancashire there are 15 practices of which 1 is rated outstanding, 11 good and 3 require improvement. Following three consecutive 'requires improvement' ratings, Parbold Practice has an action plan in place and is being monitored and supported. No clinical risk was found.</p>	

Agenda Item	Summary of Discussion	Lead
	<p>WLCCG are confident that the necessary improvements will be made to the three practices identified as requiring improvement.</p> <p>Quality leads have reviewed the WLCCG framework for 'Managing General Practice Performance and Quality' against national changes. It is proposed that the document remains unchanged and brought back to the Primary Care Commissioning Committee for review in March 2021.</p> <p>The Primary Care Commissioning Committee: noted the update and agreed to review the 'Managing General Practice Performance and Quality Framework' in March 2021.</p> <ul style="list-style-type: none"> Practice Engagement Practices will receive a copy of the Managing General Practice Performance and Quality Framework which includes information on quality and patient safety and advised that this will remain in place for the next 12 months. 	
FOR INFORMATION		
	<p>Date and time of the next meeting – The next meeting of the committee will take place on Tuesday 12 May 2020 at 1.30 pm, Boardroom, Hilldale.</p>	

West Lancashire CCG Primary Care Commissioning Committee
Action sheet

10 March 2020

Action	Lead	Date required by	Action completed
4. Actions from the previous meeting Paper to update on local and national progress with PCNs to be brought to the meeting 12.05.2020.	Jan Charnock	12 May 2020	
6. Primary Care and NHS England (NHSE) update Discretionary payments To confirm at the Primary Care Quality Forum that all CCG's across Lancashire and South Cumbria will sign up to the Financial Assistance for Practices experiencing impact of Dispersed List Guidance.	Sarah Danson	12 May 2020	
6. Primary Care and NHS England (NHSE) update GP contract update To present a workforce plan and details of the implications of the GP contract for West Lancashire to the meeting 12.05.2020.	Jan Charnock	12 May 2020	
7. Workforce and Education Update To clarify with Yvonne Thomson the details of the cohort of students and the budget required.	Jan Charnock	12 May 2020	

14 January 2020

Action	Lead	Date required by	Action completed
<p>9. Updates Primary Care Services Quality and Performance Report A review of the Prescription Ordering Direct (POD) team has resulted in an action plan being produced with significant progress being made to date. The call process has improved considerably, but work continues to improve processes. The action plan will come to the committee in the future.</p>	<p>Claire Heneghan</p>	<p>12 May 2020</p>	<p>An action plan has been put in place for the Prescription Ordering Direct (POD) and reviewed by the Accountable Officer. An update will be provided at the next meeting of this committee.</p>
<p>9. Primary Care Services Quality Highlight Report Allison Sathiyathan will be asked to contact Sarah Bloy about the quality framework circulation.</p>	<p>Claire Heneghan</p>	<p>12 May 2020</p>	<p>Deferred</p>

West Lancashire Clinical Commissioning Group

Primary Care Commissioning Committee

Quarterly Contractual Changes Summary

13 July 2020

Overview

Detailed within this report is a summary of any Contractual Changes effective in the previous quarter (April – June 2020) where Contract Variations have been processed to reflect a change to a practice's existing contract.

Partnership Changes

- **P81674 Stanley Court Surgery** - Dr Simpson took 24 hour retirement from the practice with effect from 20 April 2020.
- **P81646 Lathom House Surgery** - Dr I Saxena joined the practice with effect from 30 April 2020.
- **P81646 Lathom House Surgery** - Dr S Saxena joined the practice with effect from 30 April 2020.
- **P81646 Lathom House Surgery** - Dr L Saxena joined the practice with effect from 30 April 2020.
- **P81646 Lathom House Surgery** - Dr Statham resigned from the practice with effect from 1 May 2020.
- **P81646 Lathom House Surgery** - Dr S Saxena took 24 hour retirement from the practice with effect from 24 June 2020.
- **P81201 Ashurst Primary Care** - Dr S Saxena took 24 hour retirement from the practice with effect from 24 June 2020.

Practice Mergers

No partnership changes were effective during this quarter.

Open and Closed Lists

No applications to open or close lists were effective during this quarter.

Boundary Changes

No boundary changed applications were effective during this quarter.

Premises (Relocations)

No premises relocations were effective during this quarter.

Recommendation

Members of the Primary Care Commissioning Committee are asked to note the content of this report.

Report Title	Primary Care Networks 2020/21
Author	Jan Charnock
Meeting	West Lancashire CCG Primary Care Commissioning Committee
Meeting date	13th July 2020

Summary

In relation to the Network Agreement, PCNs will be required to:

- By 30 June 2020, complete the schedules to the Network Agreement and confirm to the commissioner that the completed Network Agreement has been signed by all GP practices in the PCN.

CCGs are expected to sign off the Network agreements that they are acceptable, meet requirements and cover 100% of the population.

As of 30th June 2020, West Lancashire CCG were able to confirm that all practices within West Lancashire were signing up to participate in the PCN DES.

The required documentation from each of the 3 PCN's has been received as stipulated in the national guidance and this has all been confirmed and communicated to NHSE.

Current Proposal

It has been proposed that our Networks continue to be split into 3 with the current federation nominated as banker and delivery partner to these networks.

The only notable change to last years PCN membership is that Beacon primary care will now sit within the Skelmersdale PCN due to the majority of its registered patients being resident within the geographical location.

The proposed structure is as follows:

Ormskirk:

Parkgate
Ormskirk Medical Practice
The Elms
Aughton Surgery

Skelmersdale:

Excel Primary Care
Manor Primary Care
Dr A Bisarya
Ashurst Practice
Hall Green
Beacon Primary Care

Northern Parishes:

Stanley Court Practice
Lathom House Surgery
Parbold Surgery
Tarleton Group Practice
Burscough Family Practice

Summary and Key points

Beacon Primary Care will now be a member of the Skelmersdale PCN, due to the majority of its registered patient population being within this geographical location.

The Skelmersdale PCN will have a registered population of over 50,000 patients due to all of Beacon's patient population having to sit within this PCN, as a practice can only sit within one PCN (one P code, one PCN) as stated nationally.

Beacon will have agreements in place with Ormskirk and Northern Parishes PCN's to ensure that the registered patient population that live within those locations are covered by any local initiatives that are being implemented.

Additional Information



network-contract-des-guidance-2020-2



gp-contract-2019.pdf

The PCN DES guidance for 20-21 is attached along with the GP contract 2019 -2024

Purpose / Actions Required

For the committee to note the proposed changes and that 100% of the practices have signed up to the Primary Care Network DES and all the registered patient population of West Lancashire will be covered.