

Agenda

South Tyneside Joint Primary Care Committee

Thursday 28th January 2016 13.00 – 14:00 pm

Living Waters Church, Alice Street, South shields, NE3 5PB

Item	Time	Title	Lead	
2015/32	13:00	Welcome and Introductions	Stephen Clark	Verbal
2015/33	13:05	Apologies for absence	Stephen Clark	Verbal
2015/34	13:10	Declarations of Interest	Stephen Clark	Verbal
2015/35	13:15	<ul style="list-style-type: none"> Approved Minutes of the meeting held on 24th September 2015 Draft minutes of the meeting held on the 26th November 2015 	Stephen Clark	<p>Enclosure 1</p> <p>Enclosure 2</p>
Business				
2015/36	13:20	Primary Care strategy	Dr Jon Tose	Presentation
2015/37	13:30	Winter Primary care scheme	Jo Farey	Presentation
2015/38	13:40	Transformation Fund	Jo Farey	Verbal
2015/39	13:50	Any other Business	Stephen Clark	Verbal
		<p>Close Date and time of next meeting: Thursday 24th March 2016, 13.00 – 14:00 pm The Clervaux Exchange, Conference & Business Centre Clervaux Terrace, Jarrow, South Tyneside, NE32 5UP</p>		

Important Notice: NHS South Tyneside CCG use audio recording equipment in meetings as an aid to ensure accurate minutes. A Copy of the 'Protocol for audio recording in meetings' is available on request.



STTCCG Joint Primary Care Meeting (Public)

Thursday 24th September 2015

12.30 – 13.30

Living Waters Church, Alice Street, South Shields NE 33 5PB

Note

These minutes were approved at the meeting of the Joint Primary Care on the 26th November 2016. This was the only item that was transacted at the meeting.

Present:

Stephen Clark	Lay member (Chair), STCCG	SC
Christine Briggs	Director of Operations, STCCG	CB
Christine Keen	Director of Commissioning, NHS England	CK
Ann Fox	Director of Nursing, Quality and Patient Safety, STCCG	AF,
Jon Tose	GP Clinical Director, STCCG	JT
Mr Jeff Gosling	Lay Member (Vice Chair) (Patient and Public Involvement), STCCG	JG
Kate Hudson	Chief Finance Officer, STCCG	KHu
Matthew Walmsley	CCG Chair, STCCG	MW
Mr Paul Morgan	Lay Member (Governance), STCCG	PM
Dr David Hambleton	Chief Officer, STCCG	DH
Dr Vis-Nathan	GP Governing Body Member, STCCG	VN
Dr Tarquin Cross	Secondary Care Consultant, STCCG	TC
Jeanette Scott Thomas	Head of Quality and Patient Safety, STCCG	JST

In Attendance:

Keith Haynes	Governance, NECS	KHa
Colleen Van der Sandt	Governance Officer and minutes, NECS	CVS
Jo Farey	Commissioning Manager, STCCG	JF
Amanda Healy	Director of Public Health. STC	AH

Apologies:

Mathew Beattie	GP Clinical Director. STCCG	MB
Tom Hall	Consultant in Public Health, STC	TH

No members of the public were in attendance.

2015/19 Welcome and Introductions
SC welcomed members to the meeting

2015/20 Apologies for absence
Apologies to the meeting were noted as above

2015/21 **Declarations of Interest**
For the GPs present, their declarations of interest were noted for the generic discussion around moving to Level 3 Co Commissioning however it was agreed that they would not be excluded from the conversation.

2015/22 **Minutes of meeting held on the 23rd July (Enc 1)**
The minutes from the previous meeting were accepted as an accurate record.

Matters arising from the minutes
No matters were raised in the minutes.

Action Log (Enc 2)
2015/14 – CK added that topic Memorandum of Understanding was an item which was on the agenda however with specific reference to the nursing meeting, the process workshop was postponed and would take place on the 27th October and will therefore would be completed at the next meeting. **Action: CK to check the date and advise AF**

2015/23 **Decision making - Memorandum of Understanding (MoU) (Enc 3)**
CK advised that the document has been updated in light of the previous discussions. The original documentation was a generic version which was circulated to all level 2 CCGs and amendments had been made appropriately to make the MOU specifically between NHS England and STCCG. Also on page 6 it was noted that reference to the funding and the diagram had been updated. CK advised that once everyone is happy with the updated document the original date of the MOU of 31st April will be amended.

MW raised a question around the inter-meeting process and the work that had been completed to determine an interim successor for the Jarrow GP practice list and asked about the process which had been followed. CB advised that there had been a rapid series of considerations given that an urgent decision was needed operationally. Therefore, views were sought from STCCG by NHSE colleagues, such that NHSE were then able to make a fully informed determination around the interim practice list arrangements.

The committee discussed the type of agenda items that would be presented to the Joint Primary Care meeting and it was considered that topics around commissioning more generally, as well as contracting would be welcome.

CK added that from the perspective of being a representative on other Level 2 CCG/NHSE Joint Primary Care Committee meetings, the position was the same with regards to what is discussed at these meetings and STCCG is not an outlier.

The Committee agreed it would be useful to have an update on the progress with the Primary Care Strategy and such that operational level decision making would be informed by the overall strategic direction.

CB added that it would certainly make operational decision making easier if CK and CB did not need to bring everything back to the Committee eg under the intermeeting procedure as previously agreed. . SC advised that there was a need for further discussion so that the committee can agree the scope of items for future discussion .

Action: The Committee accepted the report

2015/24

Terms of reference – amendments for inter-meeting decision making (Enc 4)

The document has been updated to add in the wording around the working arrangements to set out what is necessary when decisions are taken off line and a virtual meeting takes place. Therefore the Terms of reference have been updated on page 4 – paragraph 11 which allow for the committee to make decisions.

Action: The Committee accepted the amendments in the Terms of Reference

2015/25

Moving to level 3 Primary Care Co Commissioning (Enc 5)

CB advised that the Committee would be aware there is an opportunity to move to Level 3 Primary Care Joint Commissioning with full accountability. The application would need to be submitted by the 6th November 2015 to NHSE. It was noted that this issue is not being brought to the Committee for a decision given that the Council of Practices would be making the decision on this occasion. This agenda item had also been debated at the last Executive Committee meeting and some further analysis had been agreed to look at the risks which the CCG would be facing in moving to Level 3, taking into account the CCG staff in situ and what it would mean in terms of increased responsibilities and capacity requirements.

SC agreed that the system would be more straight forward in terms of responsibilities under Level 3, however there are still some uncertainties around financial liabilities and he felt that more clarification needs to be obtained. In the timescale that has been given to make the decision before November it would be advisable to defer the potential bid for a further period of time until the financial clarification is received and the implications on the OD/CCG staff capacity. KHu also raised the concerns of the practices and how the relationship might change.

It was noted that the scheme of delegation for Level 3 states that the CCG and all its transactions must continue to comply with NHS England policy and standing financial entitlements. CK prompted a question to the Committee around “what is it that the CCG wants to do that can’t currently be achieved under the current arrangements?” and she indicated that if what the CCG wants to do can be achieved under Level 2, then there may be no burning platform for an impending move to Level 3 at the present time.

Action: It was agreed to recommend to the Council of Practices that the CCG remains at Level 2 at the present time and revisits a potential move to Level 3 in around 6 months’ time

2015/26

Quality in Primary care (Verbal)

AF/JT updated the Committee on the draft framework paper that is being completed to outline the work being done for reporting quality in primary care and there is a plan to have a half day development session in November and will be presented to the Quality Patient Safety Committee for sign off.

No other business was noted and the meeting was closed.

Date and time of next meeting

Thursday 26th November 2015,

13.00 pm – 14.00pm,

**The Clervaux Exchange, Conference and Business Centre,
Clearvaux terrace, Jarrow, South Tyneside, NE32 5UP**

STTCCG Joint Primary Care Meeting (Public)

**Thursday 26th November 2015
13.00 – 13.30**

**The Clervaux Exchange, Conference and Business Centre,
Clearvaux terrace, Jarrow, South Tyneside, NE32 5UP**

Present:

Mr Jeff Gosling	Lay Member (Chair) (Patient and Public Involvement) STCCG	JG
Christine Briggs	Director of Operations, STCCG	CB
Christine Keen	Director of Commissioning, NHS England	CK
Kate Hudson	Chief Finance Officer, STCCG	KHu
Matthew Walmsley	CCG Chair, STCCG	MW
Dr Vis-Nathan	GP Governing Body Member, STCCG	VN
Jeanette Scott Thomas	Head of Quality and Patient Safety, STCCG	JST

In Attendance:

Keith Haynes	Governance, NECS	KHa
Colleen Van der Sandt	Governance Officer and minutes, NECS	CVS
Jo Farey	Commissioning Manager, STCCG	JF
Jan Pyrke	Healthwatch Development Officer, STC	JP

Apologies:

Mathew Beattie	GP Clinical Director. STCCG	MB
Dr Tarquin Cross	Secondary Care Consultant, STCCG	TC
Paul Morgan	Lay Member (Governance), STCCG	PM
Stephen Clark	Lay member. STCCG	SC
Jon Tose	GP Clinical Director (STCCG)	JT
Ann Fox	Director of Nursing, Quality and Patient Safety (STCCG)	AF
Dr David Hambleton	Chief Officer, STCCG	DH
Amanda Healy	Director of Public Health, STC	AH

2015/27 Welcome and Introductions

JG welcomed members to the meeting.
This was not a meeting in public as there was no agenda items that needed to be transacted other than the minutes of the meeting on the 24th September 2015 which need to be ratified.

2015/28 Apologies for absence

Apologies to the meeting were noted as above

2015/29 **Declarations of Interest**
No declaration were declared

2015/30 **Minutes of meeting held on the 24th September 2015 (Enc 1)**
The minutes from the previous meeting were accepted as an accurate record.

Matters arising from the minutes

2015/26 Quality in Primary care

JST gave the committee a brief update on the informal Quality and Patient Safety workshop session which was presented by Jon Tose. The session discussed the Framework for Quality Primary Care and it was noted that the overall principles of the presentation highlighted the need to shift from transactional to transformational which would include resources to support the work which would be required.

The general consensus of the meeting was that there is a lot of information that could be gathered. The intention is to engage with the General Practices on what they feel would be helpful to ensure that the intelligence from the information gathered is useful. The intention is to develop the Framework with further discussions with the Council of Practices at a session in December 2015.

A Primary care steering strategy group have been established.

Action: Discussion of the Framework for Quality in Primary care to be held at the Council of Practices in December 2015.

Action Log (Enc 2)

2015/14 – CK confirmed that the nursing meeting is being held on the 27th November 2015 and feedback will be presented at the next meeting,

2015/31 **Any other business**

JG raised the question which was raised at the Governing Body meeting around moving to level 3 co –commissioning by April 2017.

The committee acknowledged that the work does need to start which would involve looking at what resources would be needed.

In January 2016 discussions will start with the CCG and NHS England to reflect on what work has been done already and also to start planning for April 2016 onwards.

Date and time of next meeting

Thursday 24th March 2016,

13.00 pm – 14.00pm,

Living Waters Church, Alice Street, South Shields NE 33 5PB