

NHS BOLTON CLINICAL COMMISSIONING GROUP
Public Board Meeting

AGENDA ITEM NO:15.....

Date of Meeting:12th November 2021.....

TITLE OF REPORT:	Primary Care Commissioning Committee	
AUTHOR:	Joanne Taylor, Board Secretary	
PRESENTED BY:	Alan Stephenson, PCCC Chair	
PURPOSE OF PAPER: (Linking to Strategic Objectives)	For the Board to receive and review the minutes of the Primary Care Commissioning Committee meeting held on 14 th October 2021.	
LINKS TO CORPORATE OBJECTIVES (tick relevant boxes):	Deliver the outcomes in the Bolton Joint Health and Care Plan.	
	Ensure compliance with the NHS statutory duties and NHS Constitution.	
	Deliver financial balance.	
	Regulatory Requirement.	
	Standing Item.	√
RECOMMENDATION TO THE BOARD: (Please be clear if decision required, or for noting)	The Board is asked to approve the Minutes. The key points the Board is asked to note from these minutes are:- <ul style="list-style-type: none"> • Approval of the Committee's Annual Report and Terms of Reference 2020/21. • Decision taken on the proposal regarding high risk antibiotics. 	
COMMITTEES/GROUPS PREVIOUSLY CONSULTED:	Primary Care Commissioning Committee	
REVIEW OF CONFLICTS OF INTEREST:	Conflicts of Interest are reviewed at every meeting.	
VIEW OF THE PATIENTS, CARERS OR THE PUBLIC, AND THE EXTENT OF THEIR INVOLVEMENT:	Patient views are not specifically sought as part of this report.	
OUTCOME OF EQUALITY IMPACT ASSESSMENT (EIA) AND ANY ASSOCIATED RISKS:	EIA and an assessment is not considered necessary for the report.	

MINUTES

Primary Care Commissioning Committee – Virtual Meeting

Date: 14th October 2021

Time: 12.00pm

Present:

Alan Stephenson	CCG Lay Member (Committee Chair)
Su Long	CCG Chief Officer
Stephen Liversedge	CCG Clinical Director, Primary Care & Health Improvement
Kelly Knowles	CCG Acting Chief Finance Officer
Susan Baines	Bolton Council Elected Member
Andy Morgan	Bolton Council Elected Member
Steven Whittaker	Local GP representative
Kerry Porter	GMH&SCP Primary Care team representative
Stacey Walsh	Local Practice Manager representative
Jim Fawcett	Health Watch representative
Suzanne Gilman	Public Health representative, Bolton Council

In attendance:

Lynda Helsby	CCG Associate Director Primary Care & Health Improvement
Kathryn Oddi	CCG Head of Primary Care Contracting
Chris Haigh	CCG Head of Medicines Optimisation

Minutes by:

Joanne Taylor	Board Secretary
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Minute No.	Topic
44/21	<p><u>Apologies for Absence</u> There were no apologies for absence.</p>
45/21	<p><u>Declarations of Interest</u> Stephen Liversedge, Stacey Walsh and Steven Whittaker declared an interest in all the items on the agenda relating to primary care, due to potential financial conflicts of interest.</p> <p>The Chair agreed that for each item, views would be taken on the potential conflicts of interest to confirm if these members could take part in any voting or decisions taken.</p> <p>The Chair reminded members of their obligation to declare any interest they may have on any issues arising at meetings which might conflict with the business of the committee. It was noted that declarations declared by members of the committee are listed in the CCG's Register of Interest. The Register is available either via the CCG Board Secretary or the CCG's website at the following link: http://www.boltonccg.nhs.uk/about-us/declarations-of-interest</p>

46/21	<p><u>Minutes from the Meeting held on 5th August 2021</u> The Minutes were approved as a correct record.</p>
47/21	<p><u>Annual Report and Terms of Reference Review</u> The draft Annual Report and Terms of Reference for 2020/21 was presented. The purpose of the report is to provide a summary of the Committee's activities, in order to demonstrate how the Committee has discharged its responsibilities and terms of reference.</p> <p>The Committee reviewed and commented on the draft report prior to the final document being presented to a future CCG governing body meeting.</p> <p>The Committee approved the draft Annual Report and Terms of Reference 2020/21 for final presentation to the CCG Board at the November meeting.</p>
48/21	<p><u>High Risk Antibiotics</u></p> <p>Stephen Liversedge, Steven Whittaker and Stacey Walsh did not participate in the discussions or decisions relating to this item.</p> <p>Chris Haigh presented a report to the Committee to consider an amendment to the 2020/21 BQC standard and KPI relating to high risk antibiotic prescribing. The rationale for this was due to the fact that antibiotic usage has fallen to record low levels in Bolton due to the Covid pandemic.</p> <p>The numerous factors that have contributed to this and an analysis of the data was reviewed by the Committee. It was further noted that in previous years, antibiotic usage had been gradually declining, therefore the measure and target would be fair or target % reduction or being below peer group average. The vast majority of practices have only achieved payment related to their peer group position rather than based on their target at the start of the year. Given that the target for practices above their peers at baseline would have been nearly impossible to achieve as a % of items an alternate measure should be employed.</p> <p>It was further noted that practices that have shown a reduction or maintenance (0% growth) of high risk items would be felt appropriate for this year. A breakdown of this updated achievement was also reviewed.</p> <p>The Committee agreed to the proposal to change the criteria for the BQC payment. It was noted that this would influence the decision of the Appeals Panel in respect of 6 practices.</p>
49/21	<p><u>Contract Updates:</u></p> <p><u>Update on the Application to Increase a Boundary Area</u> The Committee received a further update on the above application. It was reported that the practice has now agreed to extend cover to the area not covered by any practice.</p> <p>A review of the benefits of this has also been undertaken with the Primary Care Network who have confirmed their support to the increase in covering the additional boundary area and agree this will provide advantages for additional patient choice.</p> <p>The Committee noted the update and agreed that a further application to extend the cover to the area not covered will be submitted and presented back to the Committee at the December meeting.</p>

	<p><u>Novation Update</u></p> <p>The Committee had previously discussed the option of requesting assurances from the practice to reduce the level of risk, in particular to confirm any future changes to directorship etc., with regard to their application for incorporation of a PMS contract.</p> <p>The feedback from the Committee has now been shared with the practice and their solicitors and work is progressing with the practice and GM to develop the contract to incorporate the required clause.</p> <p>The Committee noted the update and the previous agreement to delegate final approval to the Chief Officer.</p> <p><u>Access Concerns</u></p> <p>Further to recent requests on GP access arrangements from Councillor Susan Baines, the Committee received an update on the current picture. It was noted that a full response has been sent to Councillor Baines, including details of real examples from patients on the access arrangements for practice based in the Blackrod area. The primary care team has also been in discussion with the practice who have confirmed they are fully open and are providing the same skill mix of staff for patients registered with them, who still have the option to choose which of the practice’s premises they wish to attend.</p> <p>A full explanation has also been given to any patient queries received on how the Covid vaccination and flu programmes are being delivered.</p> <p>Further work has also been carried out by the CCG’s primary care team to undertake a review of all practices to ensure their doors are open as they are required to do contractually. All but 2 practices have a front door open or if the front door isn’t able to be opened, a notice on the door confirming that the practice is open.</p> <p>Councillor Baines commented on the recent discussions held through Council meetings, due to the large volume of queries and questions being raised by local constituents in different areas across Bolton, highlighting that this is a national issue not just local to Bolton.</p> <p>Members were also informed of the presentations given by the CCG Chair and Chief Officer at recent Cabinet Briefings and the Health Overview and Scrutiny Committee on primary care access where information has been shared on the huge demand now being seen in general practice and the reasons why this has inflated due to people’s additional needs, queries on hospital treatment, Covid issues etc. The demand has increased but the capacity to deal with the demand is the same pre-Covid pandemic. Practices are working through on a daily basis the best approach to see the most at risk people in the right way with the right professionals and so public perception of being able to see a professional on the same day is not able to be offered. There is a need to find a way to work together to ensure the right public messages are being sent highlighting that primary care is working hard to meet the needs of their patients and will deliver this in the best way they can.</p> <p>The Committee noted the updates.</p>
50/21	<p><u>Estates Update</u></p> <p>The Committee was informed of developments on:</p> <ul style="list-style-type: none"> • Farnworth scheme for additional rooms to relocate clinical staff has been completed. • Kearsley scheme has also been completed. • The outline business case for the Horwich scheme was approved in July. • GP improvements – PIDs submitted for 3 practices.

	<ul style="list-style-type: none"> • Little Lever scheme continues to progress with both practices commencing a consultation exercise with their patients on the proposed changes to allow practices to be in the new build by the end of March 2022. • Early discussions being held with Council colleagues regarding Farnworth Health City regeneration plans and possible move of services from Farnworth Health Centre. <p>The Committee noted the update.</p>
51/21	<p><u>Any Other Business</u></p> <p><u>Update for Primary Care Committees – Primary Care Pressures</u> Kerry Porter updated the Committee on the above report.</p> <p>Following on from the previous discussions held by the Committee, the report updated further on the impact on primary care due to increased demand and highlighted the actions being taken at a Greater Manchester level to support localities further to improve access and urgent care.</p> <p>It was noted that Bolton has employed first contact MSK practitioners for many years and this is now included in the national PCN contract, alongside pharmacists and mental health practitioners, to expand the primary care workforce.</p> <p>Also highlighted was the work progressing to ensure more robust data is provided for the national appointments dataset and the need to manage practice level data to ensure improved data is received from all practices.</p> <p>The work being undertaken by the CCG primary care and communications team in liaison with the Local Medical Committee to describe the current levels of demand and produce public communication to explain this further, getting across the right messages was acknowledged.</p> <p>The Committee noted the update.</p>
52/21	<p><u>Chair reflection on significant decisions/actions/risks that may need reporting to the Board through these minutes</u> The main points highlighted were:-</p> <ul style="list-style-type: none"> • Approval of the Committee’s Annual Report and Terms of Reference 2020/21. • Decision taken on the proposal regarding high risk antibiotics.
53/21	<p><u>Time and Date of Next Meeting</u> It was agreed that the next meeting would be held on Thursday 9th December 2021 at 12 noon. Agenda items for discussion were noted as:-</p> <ul style="list-style-type: none"> • Full review of the Local Enhanced Services – December meeting. • BQC Review – December meeting. • Update on application to increase a boundary area – December meeting.
54/21	<p><u>BQC Appeals</u> The Chair requested the Committee approve the setting up of a BQC Appeals Panel to review the BQC appeals for 2020/21 and consider a late appeal.</p> <p>The Committee agreed that the Appeal Panel be established to consider the above.</p>