

Minutes of the Meeting (Part A) of the **Somerset Primary Care Commissioning Committee** held on **Thursday, 10 March 2022** Via **Microsoft Teams**

Present:	David Heath	Chair, Non-Executive Director, Patient and Public Engagement, Somerset CCG	
	Alison Henly	Director of Finance, Performance and Contracting, Somerset CCG	
	Tanya Whittle	Deputy Director of Contracting, Somerset CCG	
	Michael Bainbridge	Associate Director of Primary Care and Community Care, Somerset CCG	
	Dr Karen Sylvester	Chairman, Somerset LMC	
	Val Janson	Director of Quality and Nursing, Somerset CCG	
	Louise Woolway	Deputy Director of Public Health, Somerset County Council	
	Sandra Wilson	PPG Chairs Network Representative	
	Neil Hales	Director of Commissioning, Somerset CCG	
	Dr Chris Campbell	External GP Member	
	Judith Goodchild	Chair of Healthwatch Somerset, Healthwatch	
	In Attendance	Paul Von De Heyde	Somerset Integrated Care System (ICS) Chair and Chair Designate of the Integrated Care Board (ICB)
		Jessica Harris	Primary Care Development Manager, Somerset CCG
Jacqui Damant		Associate Director of Finance, Somerset CCG	
Lucy Reeves		Team Administrator – Primary Care, Somerset CCG	
Secretariat	Jennifer McConnell	Primary Care Contract Officer, Somerset CCG	
Apologies:	Dr Jeremy Imms	Associate Clinical Director – Covid Vaccinations & Primary Care and GP Clinical Lead – Rapid Diagnostic Service, Somerset CCG	
	Dr Alex Murray	Clinical Director and Clinical Lead: Somerset ICS, Somerset CCG	
	Basil Fozard	Non-Executive Director, Secondary Care Specialist Doctor, Somerset CCG	

PCCC 001/2022 WELCOME AND INTRODUCTIONS

David Heath welcomed everyone to the Somerset Primary Care Commissioning Committee meeting; highlighting and welcoming those in attendance and observing today's meeting.

The main function of the Somerset Primary Care Commissioning Committee is to provide a forum for commissioning of primary medical services.

PCCC 002/2022 APOLOGIES FOR ABSENCE

Apologies for absence were received as shown above.

PCCC 003/2022 REGISTER OF MEMBERS' INTERESTS

The Somerset Primary Care Commissioning Committee was asked to review the register of interests, check for accuracy and declare any changes. There were no updates or changes declared.

PCCC 004/2022 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

No Interests were declared.

PCCC 005/2022 MINUTES OF THE PART A SOMERSET PRIMARY CARE COMMISSIONING COMMITTEE MEETING HELD ON 8 DECEMBER 2021

The Minutes of the Part A meeting held on 8 December 2021 were reviewed by the Somerset Primary Care Commissioning Committee. The Somerset Primary Care Commissioning Committee approved the minutes as an accurate record of the meeting, and these were subsequently signed by the Chair.

PCCC 005/2022 MATTERS ARISING

The Committee reviewed the action log and had no further comments.

PCCC 006/2022 PRIMARY CARE NETWORK DEVELOPMENT

Jess Harris gave an overview of the paper, providing updates on current development of Primary Care Networks (PCNs), where PCNs see their developing areas, key achievements and next steps.

As part of the commencement of the PCN programme, a framework was provided to support clinical leadership and PCN development. In Somerset, PCNs were allocated funding to choose from a list of options within the framework. Unfortunately, the Covid pandemic impacted the development work and ability of the PCN. However, PCNs focused on the response to the pandemic and mass vaccination which presented the opportunity to work together on a key area.

Jess Harris confirmed there is a Clinical Director for every PCN, all funded on a part time basis. This funding was increased to full time if the PCN were signed up to the mass vaccination programme. The Clinical Director provides the link to the wider system and to support this the Clinical Director Board has been created. The Clinical Director Board meets regularly, and

feeds into the Somerset GP Board. It was noted that management leadership was required for the PCN to thrive.

Jess Harris highlighted the emergence of PCN Managers, which are a key role to the development of PCNs and provide invaluable support to Clinical Directors. The introduction of PCN Managers is now recognised nationally through the leadership funding. In 21/22 there was approximately £7m for workforce, to recruit to reimbursable roles for PCNs. Currently, PCNs are looking wider at clinical space for reimbursable roles aiming to create an overall sense of a team rather than fragmented across the practices.

Concerns were raised with additional staff including health and wellbeing coaches who have no qualifications. Michael Bainbridge provided assurance all health coaches are professionally regulated and follow a comprehensive programme in Somerset to ensure roles clearly specified.

Jess Harris highlighted the national matrix which was being introduced for the new financial year aiming to help PCN to self-assess where they are and what additional development is required. Locally we are looking to get the PCNs to complete a self-assessment but also state key achievements for the PCN.

Michael Bainbridge thanked Jess and the CCG Primary Care Team of the hard work to support Primary Care Networks providing examples of efforts above the minimum requirement, including creating comprehensive local handbooks with useful resources to support providers deliver national requirements.

Discussions were held around the PCN lead nursing workforce, which is still embryonic. It was confirmed that these nurses had had a positive impact and there was a desire to build on this initiative.

Further discussions were held on the patient focus of PCNs, with it being recognised that communication of the development of PCNs to patients would give some assurance. It was suggested that this could be done through the practice meeting with the PPG. Patients should also visibly see the difference through the development of PCNs with more resilience and greater access to more services.

There was an ask for the recommendations to include what does this mean in terms of investment, and for communication to include celebration of the success and achievements of the PCNs development. Suggestions were raised to nationally share successes and learnings with CCGs, to work innovatively and find solutions for similar demographics.

The Somerset Primary Care Commissioning Committee agreed to the recommendations noted in the report, and amended through the discussion.

PCCC 007/2022 FUTURE HEALTH AND CARE SERVICES AT VICTORIA PARK MEDICAL CENTRE

Michael Bainbridge provided an overview confirming the practice closed in August 2021 due to clinical safety capacity issues. Somerset CCG had working extensively with the practice and other practices in the area to find

a viable future for the Medical Centre and sadly this proved impossible with the practice unable to operate safely from Summer 2021.

The closure of Victoria Park Medical Centre raised questions about the future pattern of service delivery from Victoria Park premises. The Victoria Park Steering Group was created to look to the future and take forward plans and proposal how best to meet health care needs.

A face-to-face engagement meeting took place last Autumn at the community centre with a good attendance from patients, member of the public, counsellors and interested parties. The key message from the engagement event was the want for GP services to be re-established at the site. This information is being used to inform the process for looking at future service options to ensure the patient voice is represented in the process.

The options for the premises sites have been narrowed down to three broad proposals.

1. To support development of a health and well being hub to help local area to manage own health through prevention and self-help services.
2. To provide a range of community services particularly looking to support children and family's population in area but not exclusively.
3. To re-establish GP services

Michael confirmed the steering group were looking to see if the options could be combined to maximise the benefits for the patients and local communities. These options were taken to the engagement event in January, which resulted in a similar level of interest to see GP services delivered from the site. All options are being developed as quickly as possible with further engagement events in the future with aim to make a final decision.

Concerns were raised on the transport issue in the areas due to the premises being in an isolated area. It was recognised and confirmed these were being discussed within the steering group.

David thanked everyone involved for their efforts on this ongoing piece of work.

PCCC 008/2022 PRIMARY CARE FINANCE

Jacqui Damant provided an overview of the report, stating that this report represents the position as of end of January 2022. At January the total primary care delegated budget is £90.378m. This includes a non-recurrent allocation of £1.187m to support the Primary Care Covid-19 pandemic response, £0.290m relating to the Long Covid enhanced service and £1.581m Winter Access Funding. Jacqui noted that the report demonstrated a breakeven position on the delegated budgets, but noted there was a variance across allocation budgets with an under commitment on GP premises and over budget on Statement of Financial Entitlement claims for sickness and maternity cover.

Jacqui discussed the other primary care services budgets, which are currently forecasted to be £0.688m below plan for 2021/22. Local Enhanced

Services are anticipated to deliver a total favourable variance against budget of £0.65m for 2021/22. The reported financial position reflects a reinvestment of this resource into Primary Care Improvement Schemes (PCIS), and a 5% uplift to enhanced services which was applied from January 2022.

The Somerset Primary Care Commissioning Committee noted the report.

PCCC 009/2022 PRIMARY CARE UPDATE REPORT

Tanya Whittle provided an overview of the Primary Care Update Report, firstly highlighting item 5 which informed the position in respect of West Coker Medical Practice and their practice boundary. It had come to light that decisions that were made in 2016 with NHSE had not been enacted within the contract. Tanya confirmed that there was now an agreed contract boundary between both commissioner and provider.

Tanya highlighted the current temporary 3-month list closure at West Coker as a result of a recent resignation of a salaried GP and challenges recruiting into this role. Somerset CCG is working with the practice in terms of future sustainability and supporting them through CCG initiatives and confirmed that the practice now had a regular locum in place.

Tanya highlighted the outcome from the extraordinary Primary Care Commissioning Committee in January 2022, where it was agreed that Burnham and Berrow Medical Centre would have a 12 month list closure. Somerset CCG continue to hold regular meetings to aid development of the practices sustainability plan as well as working with neighbouring practices to assess the impact. Tanya confirmed Burnham and Berrow Medical Centre have only refused registration to a small number of patients currently. There is currently no intelligence shared from PALS or practices on patients having difficulty registering with other neighbouring surgery. Sandra confirmed of an incident with an individual who is having difficult to register.

Action: Sandra to forward to Tanya details of an individual situation of patient difficulty registering in Burnham and Berrow area.

Tanya highlighted the good progress that had been made regarding the flu vaccination programme for front line workers and over 65's, however less progress had been made for at risk groups.

Reflecting discussions held at the Primary Care Operational Group several applications have now been received at the CCG to transfer from PMS to GMS contracts. These applications are currently being progressed. There is no financial difference between the structures. The main rationale for practices to transfer relates to protection regarding national negotiations around GMS practice and therefore posing less risk.

Finally, Tanya highlighted the results of the internal audit, confirming the highest rating for assurance against the NHS framework was rewarded. The Audit covered locum reimbursements, rent reviews and the additional roles scheme. The BDO framework assessed both the design and operational effectiveness of the systems covered by the audit. The design domain has been rated as Substantial assurance, the highest available, with operational

effectiveness domain assessed as Moderate assurance. The reason for the reduced assurance in the operational effectiveness domain is connected to the rent reviews process. The audit has highlighted the impact of pausing the process for 6 months during 2021/22 in response to the national mandate to prioritise services and channel available resource into the pandemic. By taking this approach there are several overdue rent reviews and the operation of the process inherited from NHS England, including the database, has not been prioritised for review since taking on delegation in April 2019. The CCG has accepted the findings with a strong commitment to reach a substantial level of assurance through the delivery of an action plan before the end of quarter one in the 2022/23 financial year. Tanya thanked the Primary Care team for their hard work and dedication.

The Somerset Primary Care Commissioning Committee noted the report.

PCCC 010/2022 PRIMARY CARE QUALITY

Val Janson provided an overview of the Primary Care Quality report, reflecting that the team continue to monitor the PALs contacts, Healthcare Professional Feedback and Complaints. Val empathised the want to encourage professional feedback to take further into the system and confirmed that Emma Savage was taking these forwards utilising quality improvement methodology. Q3 saw a decrease in PALS contacts experiencing access difficulties. Incidents have seen an increase however this is due to retrospective recording of incidents relating to the closure of Victoria Park Medical Centre. It was noted the increase in number of complaints is a national trend. Complaints are a function still held by NHSE,

Val provided detail of the successful projects currently being undertaken by the Primary Care Lead Nurse role, noting they currently work one day a week. The first project Proxy Digital Access: working with Care Home Managers, Pharmacist and Digital Outreach Team, to improve communication and patient safety. This project is hoped to be rolled out. Tanya informed this was discussed at the Primary Care Operational Group earlier that week and although there were some challenges with funding for the full business case, next steps have been agreed.

Val confirmed that recruitment to the Primary Care Quality Lead role was ongoing, as initial recruitment was unsuccessful. The Primary Care Quality nurse will continue to undertake role until end June 2022.

The CCG Infection Prevention & Control (IP&C) Team updated the NHS Outbreak Portal with information received from the submitted IIMARCH Forms provided by practices. Community transmission appeared to be the main cause rather than transmission within the practice.

CQC are continuing to support Burnham and Berrow and have an action plan in place.

The Medicine Management Team are providing support to Frome Medical Centre.

Val informed the Committee that the Primary Care Dashboard was now in place – this was being reviewed to see what indicators would be helpful to provide update to committee

Action: Val to provide update to future Primary Care Commissioning Committee with indicators from the Primary Care Dashboard.

The use of touch screens was questioned in relation to infection control, recognising these are high use and were suspended earlier in the pandemic. It was noted the mixed evidence on the spread via surfaces.

Action: Val to check the latest guidance and advise for use of touch screen within practices.

The Somerset Primary Care Commissioning Committee noted the report.

PCCC 011/2022 ANY OTHER BUSINESS

David thanked Val Janson, Dr Alex Murray and Neil Hales for all their hard work on the primary care agenda, recognising this would be their last committee meeting.

PCCC 012/2022 DATE OF NEXT MEETING

David Heath thanked members of the Somerset Primary Care Commissioning Committee for their attendance and confirmed the date of the next Primary Care Commissioning Committee was 8 June 2022.

PCCC 013/2022 DATES OF FUTURE PRIMARY CARE COMMISSIONING COMMITTEE MEETINGS

Future meetings will be confirmed in due course.

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CHAIRMAN

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DATE