

Subject to approval
at next meeting

**MINUTES OF A MEETING OF THE
PRIMARY CARE CO-COMMISSIONING JOINT COMMITTEE
Thursday 16 February 2017 at 10.00 am
Large Lecture Theatre, Moor Lane Mills, Lancaster**

PRESENT:

Sue McGraw	Lay Member, Lancashire North CCG (Chair)
Dr M Flanagan	Secondary Care Doctor for the Governing Body, Lancashire North CCG
Hilary Fordham	Chief Commissioning Officer, Lancashire North CCG
Stephen Gough	Primary Care Transformation Manager, NHS England Lancashire
Kevin Parkinson	Chief Finance Officer/Director of Governance, Lancashire North CCG
Hafiza Ugradar	Interim Assistant Head of Finance (Direct Commissioning), NHS England Lancashire
Clive Unitt	Lay Member, Lancashire North CCG

In attendance:

Sarah Bloy	Senior Manager - Contracts and Delivery, Lancashire North CCG
Barbara Carter	Corporate Affairs Manager, Lancashire North CCG (Minutes)
Dr Alex Gaw	Clinical Chair, Lancashire North CCG

Action

01/17 WELCOME AND INTRODUCTIONS

Sue McGraw (SMcG) welcomed members of the Primary Care Co-Commissioning Joint Committee (Joint Committee) and members of the public to the meeting of the Joint Committee. Joint Committee members introduced themselves to members of the public.

02/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Andrew Bennett, Chief Officer, Jackie Forshaw, Head of Primary Care and Alex Roche, Healthwatch Lancashire.

03/17 DECLARATIONS OF INTEREST

Declarations of interest were requested that would be relevant to the items to be discussed on the agenda. No declarations of interest were made. Recorded declarations of interest are reviewed and updated on a six monthly basis and can be viewed on Lancashire North CCG's (LNCCG) website.

04/17 **MINUTES OF THE LAST MEETING HELD ON WEDNESDAY 24 FEBRUARY 2016**

The minutes of the last meeting of the Primary Care Co-Commissioning Joint Committee held on 24 February 2016 were agreed as a correct record subject to the following amendments:-

Page 6, Contractual Issues. Morecambe Practice Merger - final sentence to read:-

It was noted that there were no financial implications for the commissioner to consider.

Page 6, Contractual Issues. Patient Consultation - both paragraphs to read:-

It was noted that the Practices had undertaken patient engagement and consultation including engaging with patients through local newspapers, newsletters, practice website, surveys, information displayed in practices and discussions at Patient Participation Groups.

Dr Mike Flanagan (MF) expressed the need to ensure that the quality of services does not diminish during the merger process and that patient experiences are measured after the merger.

05/17 **PAN LANCASHIRE ZERO TOLERANCE PROPOSAL**

Stephen Gough (SG) presented the report for the Pan Lancashire Zero Tolerance Patient scheme proposal. The scheme is designed to accommodate patients who have demonstrated challenging or aggressive behaviour in their GP Practice.

SG stated that over the last five years the numbers of providers who provide a Zero Tolerance Patient scheme have diminished. Notifications from existing providers across Lancashire have been received indicating that they no longer wish to provide this service. NHS England commissions this service on behalf of CCG's in Lancashire via a Directed Enhanced Service (DES). NHS England have led on the development of a revised service delivery model which is based on a hub and spoke approach.

All CCGs across the Local Development Plan area (at Level 3 Co-Commissioning) have signed the Contract Variation agreement giving consent for NHS England to commission the Zero Tolerance Patient scheme on their behalf. Currently South Cumbria operates their own Zero Tolerance Patient scheme under an independent contract agreement. Following the Boundary Change and the extension to the footprint, NHS England will issue a contract variation notice to the Provider to accommodate the change to include South Cumbria if required.

SG stated that the report has been brought to LNCCG to ask if the CCG want to be part of the Lancashire Zero Tolerance Patient scheme.

Kevin Parkinson (KP) stated that as Level 2 Commissioners LNCCG are not required to sign the Variation Agreement but will be party to the Zero Tolerance Patient scheme.

RESOLVED:-

The Primary Care Co-Commissioning Joint Committee agreed the following:-

- **Confirmed that Lancashire North CCG geography participation is approved as part of this tender exercise, recognising that bidders may be expected to cover the extended footprint (including South Cumbria) in accordance with the Boundary Changes post April 2017.**
- **Approved and signed off the decision to procure this service from a Provider via an APMS contract agreement in accordance with the Medical Zero Tolerance requirements.**
- **Declined to approve and sign a Variation Agreement due to being Level 2 Commissioners and therefore, joint decision makers and not full delegated responsibility.**
- **Noted progress to-date and considered the proposed Service Delivery model, based on a single point of access hub and spoke model that will operate across identified sites within the five Local Development Plan areas to ensure equity of access for patients that are placed onto the scheme is achieved.**
- **Noted the assumptions that the investment will be based on an APMS service model to be commissioned with all elements, as detailed in the service specification that was recently issued to test market interest via a Request for Information (RFI) exercise.**

06/17 **PMS REVIEW OUTCOME**

Dalton Square Practice - Section 96 Request

SG presented the paper and provided background information to the Joint Committee. Dalton Square Practice currently has a PMS contract and would like to exercise their right to return to a GMS contract. The practice has requested section 96 transitional funding. If approved this would enable the practice to retain funds equivalent to its PMS premium and for this to be removed incrementally each year until 2020/21 the same as other PMS practices in Lancashire. It was noted that this would not be setting

precedence as this has already taken place nationally and across Lancashire.

Dalton Square is part of an application for practices to merge by 1 April 2017. The practice merger will be covered under agenda item 7.0. (07/17).

There is no policy in respect of transitional funding. Legal advice has been sought from NHS England, Central Team in relation to the loss of the PMS premium. The financial implications relating to retaining the PMS premium were discussed. It was noted that funding will cease at 31 March 2018. The funding is non-recurrent.

RESOLVED:

The Primary Care Co-Commissioning Joint Committee approved and supported the following:-

- **Dalton Square Practice has exercised its right to return to a GMS contract from a PMS contract and supports the request for transitional funding support in line with guidance sought from NHS England Central Team (Legal) and David Geddes, Head of Primary Care, NHS England.**

King Street Surgery - PMS Outcome and Section 96 Request

SG presented the paper and provided background information to the Joint Committee. It was noted that this request is similar to the previous request from Dalton Square Practice but slightly more complex due to the University population being involved. The University population is a-typical and therefore does require service provision which is over and above what would be expected of core GMS services. This decision had been made at the previous Joint Committee in February 2016.

King Street Surgery currently has a PMS contract and would like to exercise their right to return to a GMS contract. The practice has requested section 96 transitional funding. If approved this would enable the practice to retain its PMS premium and for this to be removed by 2020/21 the same as other PMS practices in Lancashire.

A letter was sent to the practice following the last Joint Committee meeting advising that it was agreed that the CCG should commission a separate enhanced service for the a-typical University population. The service specification was expected to be agreed and in place by 1 April 2017 but this had been delayed due to awaiting national guidance around the Carr-Hill formula. This guidance has only just been published and therefore the development of the specification will take place during 2017/18.

King Street Surgery is part of an application for practices to merge by 1 April 2017. The practice merger will be covered under agenda

item 7.0. (07/17).

There is no policy in respect of transitional funding. Legal advice has been sought from NHS England, Central Team in relation to the loss of the PMS premium. The financial implications relating to retaining the PMS premium were discussed. It was noted that funding will cease in 2020/21. The funding is non-recurrent.

The Joint Committee approved the request to retain the equivalent of the PMS premium in line with the agreed end date of 2020/21 unless the practice receive a greater amount under the GMS contract earlier than 2020/21 or the practice enter into an enhanced service contract in respect of services which were provided under the PMS contract including any enhanced services for a-typical populations.

The Joint Committee approved the request to defer the deduction of the first year of funding for a further twelve months to determine the impact of newly published guidance and the development of a service specification for the identified need.

RESOLVED:

The Primary Care Co-Commissioning Joint Committee approved and supported the following:-

King Street Surgery has exercised its right to return to a GMS contract from a PMS contract and to support the request for transitional funding support in line with guidance sought from NHS England Central Team (Legal) and David Geddes, Head of Primary Care, NHS England.

07/17 **LANCASTER MERGER REPORT**

SG presented the paper and updated the Joint Committee on the merger of the following practices from 1 April 2017 - Dalton Square Practice, King Street Surgery, Owen Road Surgery and Rosebank Surgery. To enable the practices to merge all GP partners on each individual contract will become a partner on each of the four GMS contracts prior to the 1 April 2017.

There are a number of stages required to ensure the practices are able to merge by 1 April 2017. Stages 1 to 3 are for the Joint Committee's information only and do not require a decision. The Joint Committee are required to make a decision on Stage 4, the termination of P Codes.

King Street Surgery, Owen Road Surgery and Rosebank Surgery have formally applied to terminate their respective P Codes and merge with Dalton Square Practice. The Joint Committee approved the request to terminate the P Codes.

As part of the merger process the practices have developed a

Lancaster Medical Practice (LMP) Charter which defines the commitment to both patients and staff and describes core values.

The financial implications were discussed. It was confirmed that there would be no financial impact on the CCG.

It was noted that extensive engagement with patients and members of the public have been carried out via patient questionnaires and a series of patient engagement events held in September 2016. Updated notices in practices and on websites have also been made available.

Dr Alex Gaw (AG) queried the list size for Dalton Square Practice and the number of GP partners for King Street Surgery within the report. SG agreed to amend the report and circulate to the Joint Committee.

**** Post Meeting Note ****

An amended report has been circulated to the Joint Committee.

KP stated that these four practices have decided that by merging they will be more sustainable and therefore the Joint Committee supports this merger.

RESOLVED:

The Primary Care Co-Commissioning Joint Committee considered the request detailed below as it meets all relevant regulatory requirements and are consistent with the Policy Book for Primary Medical Services which requires consideration in relation to the benefits to patients and the financial consequences:-

- **Approved the termination of all respective P Codes, leaving P81002 in operation.**

08/17 **BOUNDARY CHANGE UPDATE**

KP verbally updated the Joint Committee on proposals for a boundary change between Lancashire North CCG and Cumbria CCG (CCCCG). The effect of the boundary change will be that the member practices in South Cumbria (in the localities of Furness and South Lakes) would join the existing member practices in Lancashire North CCG to form an organisation called Morecambe Bay CCG (MBCCG) from 1 April 2017.

MBCCG's Constitution will evolve from LNCCG's Constitution. At the Membership Council on 1 March 2017 formal approval of the Constitution is required to recommend to NHS England that this is what the CCG will be working to and that the Constitution complies legally with National guidance. NHS England are required to sign off the changes to the Constitution.

It was noted that a decision was taken by the Transitional Executives for the new MBCCG to continue as Level 2 Co-Commissioners which is the same level as LNCCG.

09/17 **ANY OTHER BUSINESS**

There was no other business.

10/17 **DATE AND TIME OF NEXT MEETING**

Wednesday 15 March 2017 at 3.00 pm in the Large Lecture Theatre, Moor Lane Mills, Lancaster.

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