

Subject to approval
at next meeting

**MINUTES OF A MEETING OF THE
PRIMARY CARE CO-COMMISSIONING JOINT COMMITTEE
Thursday 14 February 2019 at 10.00 am
Main Lecture Theatre, Moor Lane Mills, Lancaster**

PRESENT:

Hazel Parsons	Lay Member, Morecambe Bay CCG (Chair)
Mike Bone	Lay Member, Morecambe Bay CCG
Lysa Hasler	Primary Care Manager, NHS England - Lancashire and South Cumbria
Jerry Hawker	Chief Officer, Morecambe Bay CCG
Kevin Parkinson	Chief Finance Officer, Morecambe Bay CCG

In attendance:

Barbara Carter	Corporate Affairs Support Manager, Morecambe Bay CCG (Minutes)
Dr Geoff Jolliffe	Clinical Chair, Morecambe Bay CCG

Action

01/19 **WELCOME AND INTRODUCTIONS**

Hazel Parsons (HP) welcomed members of the Primary Care Co-Commissioning Joint Committee (Joint Committee) and a member of the public to the meeting. Joint Committee members introduced themselves to the member of the public.

02/19 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Sarah Bloy, Senior Primary Care Manager, Dr Mike Flanagan, Secondary Care Doctor for the Governing Body, Hilary Fordham, Chief Operating Officer, Kate Hudson, Head of Primary Care and Clive Unit, Lay Member.

03/19 **DECLARATIONS OF INTEREST**

Declarations of interest were requested that would be relevant to the items to be discussed on the agenda. Dr Geoff Jolliffe (GJ) raised a declaration of interest for agenda item 5.0. (item 06/19) Alfred Barrow Premises Relocation Report. It was agreed that as GJ was not a voting member of the Joint Committee he could remain in the meeting for this item. Recorded declarations of interest can be viewed on Morecambe Bay CCG's (MBCCG) website.

04/19 **MINUTES OF THE LAST MEETING HELD ON TUESDAY 30 OCTOBER 2018**

The minutes of the last meeting of the Primary Care Co-Commissioning Joint Committee held on 30 October 2018 were agreed as a correct record.

05/19 **MATTERS ARISING INCLUDING REVIEW OF ACTION SHEET**

Matters Arising

Item 29/18 - Level 3 Delegated Commissioning Paper. A decision from NHS England was still awaited around the level 3 application to become Delegated Commissioners of General Medical Services from 1 April 2019.

Action Sheet

The action sheet was reviewed and updated as follows:-

Item 25/17 - Liverpool House Surgery List Closure Application. Complete.

Item 06/18 - Central Lakes Medical Group - Proposal to Pilot an Atypical Population Services Specification. Complete.

Item 17/18 - Lancaster Medical Practice, King Street APMS Atypical Practice. Complete.

Item 26/18 - Bay Medical Group/Lancaster Medical Practice Boundary Change Application. On today's agenda. Complete.

Item 27/18 - Primary Care Networks/Co-Commissioning Budget Proposal. NHS England has confirmed they support the document. Complete.

Item 27/18 - Primary Care Networks/Co-Commissioning Budget Proposal. An overview report demonstrating the results and outcomes of spend would be brought to the Joint Committee in April 2019. On-going.

Item 30/18 - Central Lakes Branch Site Application to Close. On today's agenda. Complete.

06/19 **ALFRED BARROW PREMISES RELOCATION REPORT**

GJ raised a declaration of interest for this item. As GJ was not a voting member of the Joint Committee it was agreed that he could remain in the meeting.

Lysa Hasler (LS) presented the report for the proposed relocation of three GP services with an approximate list size of 20k registered

patients into the new purpose built healthcare facility on the former Alfred Barrow School site in Barrow-in-Furness.

Following comprehensive engagement it was noted that no particular issues had been raised. The Full Business Case was approved subject to the relocation remaining within the affordability gap. Risks associated with the relocation were highlighted and included patients travelling an increased distance to access services. The increased travel distance was discussed with the patient population and was not highlighted as a major concern during the engagement. If the relocation was refused patients would continue to access services within an aging estate in need of significant investment. Scope for innovation will be limited and space will also become increasingly limited.

Kevin Parkinson (KP) reiterated that there had been considerable engagement and that it was a long standing development. The Local Medical Committee (LMC) has confirmed they have no issues relating to the relocation.

GJ said that the three practices relocating into the premises represented seven practices following practice mergers. The new premises will be a resource for the town as community services will be provided for patients who are with other local practices.

Discussions were held on the transfer date. A completion date was yet to be confirmed but was expected to be within six to twelve weeks.

Jerry Hawker (JEH) said it was a great opportunity to celebrate the opening of the new premises.

RESOLVED:

The Primary Care Co-Commissioning Joint Committee approved the proposed relocation of services.

07/19 **GRASMERE CLOSURE UPDATE**

KP provided a verbal update around the Grasmere branch surgery closure. It was agreed at the last Joint Committee meeting to accept the closure of the Grasmere branch surgery subject to being clear that the Overview and Scrutiny Committee did not have any issues with the closure. Since the last Joint Committee meeting the Overview and Scrutiny Committee have confirmed that feedback from their members was still awaited as to whether it is or is not an Overview and Scrutiny Committee issue.

It was agreed to close the action relating to the Overview and Scrutiny Committee being contacted with regards to the process as it was felt that the Joint Committee had undertaken their statutory duties to engage with the Overview and Scrutiny Committee.

08/19 **BAY MEDICAL GROUP UPDATE**

KP provided a verbal update around the Bay Medical Group (BMG) and Lancaster Medical Practice (LMP) in conjunction with the neighbouring practices Ash Trees Surgery and Queen Square Medical Practice boundary change.

It was re-iterated that under the rules it was the patient's choice as to which practice they chose to register with. The process to invite patients to move between practices started after the last Joint Committee meeting. Following this process a number of patients have transferred between the practices. The CCG along with NHS England enlisted a company to try and encourage patients to move practices and to also explain the benefits around moving practices. Following these conversations it was confirmed that more patients had decided to move practices.

09/19 **QUARTERLY CONTRACTUAL CHANGES REPORT**

Lysa Hasler (LH) presented the Quarterly Contractual Changes report which provided a summary of contractual changes during the period July 2018 to December 2018 where contract variations have been processed to reflect a change to a practice's existing contract.

Given the challenges in retention of GPs and attracting GPs to Morecambe Bay it was felt it would be useful to have an understanding as to the reasons behind the resignations. This would also assist the CCG and the Bay Partners in terms of trying to address these issues in the future.

LH agreed to check if the information behind the resignations could be shared with the Joint Committee.

LH

RESOLVED:

The Primary Care Co-Commissioning Joint Committee noted the content of the report.

10/19 **LIST CLOSURE APPLICATION REPORT**

KP provided some background information around the list closure application received from St Mary's Surgery, Windermere. The practice list closure application describes the pressures experienced by St Mary's Surgery due to the increase in registrations of patients, the majority of which have moved from the neighbouring Windermere and Bowness Medical Practice. The CCG and NHS England have worked together with St Mary's Surgery and are satisfied that they have a plan in place and are keen to ensure stability of the practice.

Due to the increase in patient registrations at St Mary's Surgery problems have arisen in terms of capacity and the ability to provide a service. Conversations have taken place with both practices and

also with Central Lakes Medical Group which is the nearest surrounding practice. The Windermere and Bowness Medical Practice have undertaken public engagement with their local population to alleviate any concerns in relation to the staffing pressures and workforce transformation that has taken place.

It was decided to close St Mary's Surgery practice list for a temporary period to ensure that the practice does not become unstable.

KP reported that he had received an e-mail yesterday from the LMC supporting the application to temporarily close St Mary's Surgery practice list.

LH highlighted the Policies/Regulations guidance within the report which states the application must include any discussions between the contractor and its patients and a summary of them, including whether those patients believe the list of patients should or should not be closed.

It was noted that within the report both practices have committed to support the continued engagement and communication of accurate messages in relation to the positive workforce transformation that has taken place by the practices with the aim to change local public perception. There was no formal evidence within the report regarding consultation on the list closure. The formal application states that the practices have not spoken with patient representatives.

Discussions were held on the requirement to communicate with members of the public when a decision is taken to close a practice list. LH said that it was her understanding that patients should be consulted and that she could see no mention of this happening within the report. LH agreed to seek clarification if consultation was required with patients and feedback to the Joint Committee.

LH

RESOLVED:

The Primary Care Co-Commissioning Joint Committee approved the request to close the practice list for a period of 6 months subject to there not being a statutory requirement to engage with the patient population or a statutory duty to undertake any equality impact assessment.

11/19 **ANY OTHER BUSINESS**

Items for the Next Primary Care Co-Commissioning Joint Committee

Following the publication of the NHS and the British Medical Association (BMA) new 5 Year Framework for GP Contract which raises particular focus around Primary Care Networks (PCNs), it was felt that the key changes and implications should be brought to

the next meeting to give assurance to the Joint Committee that the CCG has a plan of action to implement.

Delegated Commissioners of General Medical Services

A decision from NHS England was still awaited around the level 3 application to become Delegated Commissioners of General Medical Services. If level 3 was granted from 1 April 2019 a new Primary Care Commissioning Committee would be formed and will sit with the Terms of Reference (ToR) the CCG and NHS England have agreed.

There was no other business.

12/19 **DATE AND TIME OF NEXT MEETING**

To be confirmed.

DRAFT