## NHS nmissioning Group

# Barnsley Clinical Commissioning Group Putting Barnsley People First

Minutes of the Meeting of the BARNSLEY CLINICAL COMMISSIONING GROUP PRIMARY CARE COMMISSIONING COMMITTEE held on Thursday 28 January 2016 at 3pm in the Boardroom, Hillder House, 49 – 51 Gawber Road S75 2PY.

### **MEMBERS PRESENT:**

Mr Chris Millington (in the chair)

Mrs Lesley Smith

Dr Mehrban Ghani

Dr Nick Balac

Lay Member

Chief Officer

Medical Director

CCG Chairman

Dr M Guntamukkala Governing Body member Mrs Vicky Peverelle Chief of Corporate Affairs

Mr David O'Hara Lay Member

#### IN ATTENDANCE:

Ms Dawn Ginns NHS England Primary Care Manager

Ms Lynne Richards Governance Assurance and Engagement Facilitator

Mr James Barker
Ms Carrianne Stones
Mr Neil Lester
Lead Service Development Manager
Healthwatch Barnsley Manager
Deputy Chief Finance Officer

Ms Karen Martin Head of Quality for Primary Care Commissioning of

**General Medical Services** 

Mr Richard Walker Head of Assurance

#### **APOLOGIES:**

Ms Margaret Dennison Healthwatch Barnsley
Ms Julia Burrows Director of Public Health

#### MEMBERS OF THE PUBLIC:

Ms Margaret Sheard Member of the Public

Agenda Item	Note	Action	Deadline
PCCC 16/01/01	QUORUM		
	It was advised that the Committee was quorate.		
PCCC 16/01/02	QUESTIONS FROM THE PUBLIC RELEVANT TO THE AGENDA		
	There were not any questions received from members of the public at this point in the meeting.		

Agenda Item	Note	Action	Deadline
PCCC 16/01/03	DECLARATIONS OF INTEREST		
	The Committee noted the Declarations of Interest Report.		
	No further declarations in relation to the agenda were received; however, the Chair reminded members that should they feel that they have a conflict of interest at any point in the meeting they should raise it at that time.		
PCCC 16/01/04	MINUTES OF THE MEETING HELD ON 17 DECEMBER 2015		
	The minutes of the previous meeting were approved as a true record of the proceedings.		
	It was agreed that in future Committee minutes the Head of Quality for Primary Care Commissioning of General Medical Services role would be referred to as Head of Quality for Primary Care for ease of reading.		
PCCC 16/01/05	MATTERS ARISING REPORT		
	The Committee received the Matters Arising Report and the following updates were given:		
	PCCC 15/12/04 – QUALITY AND PATIENT SAFETY REPORT     It was advised that it had been agreed to discharge the CCG's responsibility for monitoring and providing assurance to the Governing Body on quality and patient safety in primary medical services through the Quality and Patient Safety Committee. It was agreed to ensure that this was reflected within the Committee's Terms of Reference.	RW	31.03.15
	PCCC 15/11/05 – PRIMARY CARE     DASHBOARD     It was The Head of Quality for Primary Care     Commissioning advised that the dashboard had     been discussed at the Practice Managers Group     and a Practice Managers Development Group     responsible for inputting into the dashboard. Work     was currently being taken forward by the Primary     Care Workstream and an update would be	KM	31.03.15

A denda			
Agenda Item	Note	Action	Deadline
	presented to the March meeting of the		
	Committee.		
	The Chair Committee noted the Matters Arising Report.		
QUALITY A	ND PATEINT SAFETY IN PRIMARY MEDICAL SERVICES		
PCCC	GP SURVEY SUMMARY REPORT		
16/01/06			
	The Head of Quality for Primary Care Commissioning presented the GP Survey Summary Report. It was advised that the GP Patient Survey (GPPS) was an England-wide survey, providing practice-level data about patients' experiences of their GP practices. The report provided a summary of patient experiences during the last quarter against the national target.  It was highlighted that nationally there had been a low response rate to the survey but Barnsley response was good in relation to the response nationally.		
	The Committee thanked the Head of Quality for Primary Care Commissioning for the report.		
PCCC 16/01/07	CQC UPDATE		
	The Head of Quality for Primary Care Commissioning stated that she had received formal feedback that Wombwell Medical Centre was now out special measures and that Caxton House Surgery had been rated good in two domains and adequate in the other three. It was advised that Rotherham Road and Cope Street Surgery were awaiting the reports from their CQC visits.		
	The Chair complimented the Head of Quality for Primary Care Commissioning on the work and support she had been giving practices in relation to their CQC visits. He added that the CCG strived for all its practices to receive excellent ratings from the CQC.		
FINANCE, G	SOVERNANCE AND PERFORMANCE		1
PCCC 16/01/08	QUARTERLY FINANCE REPORT		
10/01/00	The Deputy Chief Finance Officer stated that it had been		

Agenda	Nete	Antino	Danelling
Item	Note	Action	Deadline
	reported within the Integrated Performance Report that a further potential underspend of £342k had been identified.		
	The Committee were informed that there had been a change in formula which would benefit Barnsley in its Primary Care budget next year.		
	The Committee thanked the Deputy Chief Finance Officer for his update.		
PCCC 16/01/09	RISK REGISTER AND ASSURANCE FRAMEWORK		
	The Chief of Corporate Affairs presented the Risk Register extract which detailed the risks that the Primary Care Commissioning Committee was responsible for.		
	After reviewing risk reference 15/10 and 15/11 which were both related to the mobilisation and premises for the Brierley Medical Practice it was agreed to remove these risks from the risk register as they were no longer risks to the CCG and had both been mitigated and resolved.	RW	31.03.15
	The Lay Member for Governance queried why there was not any mention on the Assurance Framework relating to Primary Care Capacity. It was agreed that as this risk was managed by the Clinical Transformation Board and it would raised for discussion at the next Primary Care Work Stream meeting. It was added that only red risks should be escalated to the Assurance Framework.		
	The Medical Director highlighted a potential future risk relating to practices giving back their contracts to CCG's. The Committee and NHS England Representatives agreed that if this became an issue in Barnsley it would need to be captured on the Risk Register.		
	The Committee noted the Risk Register and Assurance Framework.		
OTHER			
PCCC 16/01/10	QUESTIONS FROM THE PUBLIC RELEVANT TO THE AGENDA		
	Ms Margaret Sheard queried how patients had been		

Agenda Item	Note	Action	Deadline
	chosen to take part in the GP survey. It was stated that a national formula was used to select patients and the survey was sent to the patient's home for completion. The Committee had a discussion around 10871 surveys being sent out to a population of 258,000 patients and if this was a significant enough size to capture accurate results.		
PCCC 16/01/11	DATE AND TIME OF THE NEXT MEETING		
	The next meeting of the Primary Care Commissioning Committee will be held on 31 March 2016 at 3pm in the Boardroom Hillder House, 49/51 Gawber Road, Barnsley S75 2PY.		