

## Minutes of the NHS Rotherham Clinical Commissioning Group

### GP Members Committee Meeting

Wednesday 27 March 2019 at 12.30 -3.30 pm

G.04 Elm Room, Oak House

### QUORUM

**Committee have 7 voting GP members  
Quorum is at least 5 GP Members (or their respective deputies)**

#### Members or Deputies Present:

Dr Geoff Avery (GA) - Chair	Blyth Road,
Dr Shivalingham Chandran (SC)	Rawmarsh Medical Centre
Dr Tim Douglas (TD)	Dinnington Group Practice
Dr Subbannan Sukumar (SS)	High Street, Rawmarsh
Dr Simon Bradshaw (SB)	Crown Street Surgery
Dr Simon Langmead (SL)	Broom Lane Surgery

#### In Attendance:

Dr Gokul Muthoo (GM)	LMC/Stag Medical Practice/Federation Chief Officer
Mr Chris Edwards (CE)	Chief Finance Officer
Mrs Wendy Allott (WA)	Deputy Chief Officer
Mr Ian Atkinson (IA)	Minute Taker
Mrs Melanie Robinson (MR)	SCE GP
Dr Phil Birks (PB)	Chair Rotherham SCE
Dr Richard Cullen (RC)	Vice Chair Rotherham SCE
Dr Jason Page (JP)	Practice Manager Representative
Mr Barry Wiles (BW)	

#### Apologies:

Dr Bipin Chandran (BC)	Treeton Medical Centre
Dr Simon MacKeown (SM) - Deputy Chair	St Anne's Medical Centre
Mrs Sue Cassin (SC)	Chief Nurse

#### **No. Item**

#### **1. Present and Apologies:**

Apologies were noted for Dr MacKeown, Dr B Chandran and Mrs Cassin

#### **2. Quorum**

Dr Avery declared the meeting has being quorate.

#### **3. Declarations Interests**

The Chair reminded members of their obligations to declare any interest they may have on any issues arising at meeting which might conflict with the business of the

NHS Rotherham Clinical Commissioning Group.

Declarations declared by members are listed in the CCG's register of interests. The register is available on the CCG website at the following link:

[http://www.rotherhamccg.nhs.uk/about-us/declaration-of-business-interests\\_2.htm](http://www.rotherhamccg.nhs.uk/about-us/declaration-of-business-interests_2.htm)

#### 4. **Declarations of Interests from today's meeting**

There were no declarations made at the meeting.

#### 5. **GPMC Draft Minutes 27 February 2019**

The minutes of the meeting held on 27 February 2019 were approved as a true reflection of the meeting.

Action Item 10 – CAMHS Trailblazer – Mr Atkinson that he had discussed the funding for Early Help with Jenny Lingrell and CAMHS and Early Help are have separate funding.

#### 6. **Primary Care Networks – Letter from RCCG**

Mr Edwards informed the meeting that a letter had been circulated to all practices regarding the formation of Primary Care Networks (PCN's) for Rotherham practices.

A workshop for practices to undertake dialogue had taken place at the 14 March 2019 PLTC event.

All practices are required to submit their registration documentation to Rotherham CCG by Friday 15 May 2019.

Mr Edwards informed the meeting that Dr Thorman, the Federation and himself are happy to speak to any practice requiring advice or assistance.

The members discussed the need for the Network Clinical Directors to be in post and the requirement for a single bank account per network.

Members agreed to discuss the role of members of the SCE, GPMC and Federation following the formation of the Networks at the 29 May 2019 meeting.

Mr Edwards informed the members that further details/information around the Networks was expected to be released by NHS England by 31 March 2019 and this would be shared with practices.

Members agreed that Primary Care Networks would be a standing agenda item of the meeting for the near future.

Members noted that dialogue is taking place around the formation of Primary Care Networks for Rotherham practices.

**Action:** Item to become future agenda item – M Robinson

Circulation of details/information regarding Networks – C Edwards

#### 7. **Special Educational Needs and Disabilities**

##### (i) **SEND Health Sufficiency Assessment Report**

Dr Page presented the SEND Health Sufficiency Assessment Report to members to provide an update on the

- SEND Sufficiency Strategy following the consultation period.
- The proposal for the allocation of funding to key priorities identified through the SEND Health Sufficiency work.
- Details of how investment for children with SEND will be aligned with work across the system to improve outcomes for these children and young people.

Dr Page highlighted the analysis of key issues and of risks, pages 2-3 of the paper to the members and reported to the members that the implementation of the recommendations identified in this paper will have a positive impact for children and young people with SEND. An EIA on specific elements of the strategy will be undertaken by Rotherham CCG.

Members noted the paper.

**(ii) SEND Reform Implementation and Inspection Readiness Update**

Dr Page presented to the members the SEND (Special Educational Needs and Disabilities) Reform Implementation and Inspection Readiness Update. The paper provides an update on arrangements to prepare for a joint Ofsted and CQC inspection into arrangements for children with SEND and provides a summary of the key strengths and areas of concern.

Members noted the analysis of key issues and of risks, pages 2-4 of the paper and the continuing active consultation with key stakeholders and that the co-production approaches taken within Rotherham as key strengths.

Members discussed the transition processes for children and young people moving into adult services.

Members noted the paper.

**8. Tele-dermatology Service**

Dr Phil Birks joined the meeting and provided members with a verbal update regarding the Tele-dermatology Service.

Dr Birks informed the meeting that the service provided by TRFT had become unfit for purpose. Recommendations were made to adopt either the Doncaster CCG or Bassetlaw CCG models. RCCG has agreed to follow the Bassetlaw CCG Model and this was procured and signed up to last week.

Dr Birks provided members with an overview of the implementation of the service.

Members discussed training for clinicians around the use of the app and the photography of the lesions and noted practices across multiple sites will receive equipment for each site.

Dr Birks informed members that the referrals/pictures are assessed by a skin specialist and a report is available by email providing advice on the lesion and whether an onward referral is required. The contracted response time is 48 hours and is currently working at 24 hours. The service will go live on 1 April 2019.

Dr Douglas raised a concern around the service been provided by a private provider and asked if there was an alternative service with TRFT.

Dr Birks informed the members that TRFT had been invited to bid for the service and that they had declined due to lack of capacity to facilitate the service.

Members raised concerns regarding the costs to practices around training and staff time.

Dr Birks reported to the members that he was arranging a meeting with Dr Thorman to discuss ways of undertaking an appraisal of these costs.

Mr Atkinson informed the meeting that the Tele-dermatology Service was to be discussed at the LMC meeting.

Members noted the paper and update.

## 9. 2019/20 Finance Plan

Mrs Allott presented the 2019/20 Finance Plan paper and reported to members that the paper informs members of the draft financial plan 2019/20 that will be submitted to NHS England on 3 April 2019 subject to any final minor amendments.

Mrs Allott informed members of the background to the plan and reported that Rotherham CCG's 2019/20 financial position has been widely discussed during Q3 and Q4 at PLTC, Governing Body meetings and development sessions.

Mrs Allott explained to the members the 2019/20 Allocation diagram on page 2 of the report and highlighted that Primary Care (Medical) growth was now £2m due to indemnity coming from a central account.

Mrs Allott informed the members of the Planning Obligations and financial framework for CCGs and reported that significant investment is being made in Primary Care and Mental Health. Rotherham CCG has had confirmation of a non-recurrent £4m drawdown allocation for 2019/20.

Mrs Allott explained to members the Source and Application of Funds table and the Plan for 2019/20 table.

Mrs Allott reported to the members that savings of £12.3m are required and QIPP (Quality, Innovation, Prevention and Productivity) opportunities totalling £8.3m have been identified leaving £4m currently unidentified. The £4m unidentified QIPP was previously discussed by the Governing Body and resulted in Rotherham CCG taking part in a NHS England national incentive scheme, this has resulted in the CCG receiving £4m of non-recurrent drawdown to bridge the gap.

Mrs Allott informed the members that Prescribing remains challenging both for Rotherham CCG and nationally.

Dr Sukumar enquired if Mrs Allott would share a graph of the 2018/19 QIPP schemes to enable members to compare the figures with 2019/20. Mrs Allott to circulate the information to members.

Mr Atkinson agreed to share the QIPP/CIP schemes for Rotherham CCG and TRFT, when available.

Dr Muthoo enquired whether there were penalties which would be applied on TRFT for overspend of their budget.

Mr Atkinson explained to the meeting how this area is monitored.

Members recommended that the Governing Body approve the financial plan for 2019-20 subject to any final minor changes.

**Action: 2019/20 QIPP figures – Mrs Allott**

**QIPP/CIP schemes high level information from Rotherham CCG and TRFT – Mr Atkinson**

## 10. NHS England letter: CCG Administration

Members noted the letter for information.

Mr Edwards informed the meeting that a letter of response has been sent to NHS England

and the letter will come to the next meeting.

**Action: Letter of response - April meeting Agenda**

**11. Communications and Engagement Strategy 2019-20**

For Information and to provide further assurance to the members.

**12. Commissioning For Outcomes Policy**

Mr Atkinson informed the meeting the policy will come to the 24 April 2019 meeting with the appendix.

**Action: Paper and appendix to come to April Meeting – Mr Atkinson**

**13. Issues Logs**

a) RDaSH Issues Log

Members reviewed the RDaSH Issues Log for information.

Mr Atkinson informed the members that dialogue is being undertaken with RDaSH around the Crisis Team telephone number for Rotherham.

Mr Atkinson reported to the members that Rotherham CCG are looking at how media communications are held around Suicide. Dialogue has been undertaken with the NHS England National Lead and a colleague at Manchester University.

b) TRFT Issues Log

Members reviewed the TRFT Issues Log for information.

GP Workload – Dr Sukumar to forward examples (without patient identifiable information) to Mr Atkinson. Mr Atkinson to discuss the examples with Dr Birks and Dr Barmade.

**14. Locality Feedback and Outstanding Issues.**

Members reviewed the log for information.

**15. Feedback from GPMC Members attending sub-committees**

**a) Practice Managers Forum**

Mr Wiles informed the meeting that the Practice Managers Forum had discussed the following:-

- Quality Contract and Appeals – Rachel Garrison, Rotherham CCG
- IT Issues – Rotherham App. Ardens quality reports not linking with CSU
- Public Health update – Sally Jenks, RMBC
- Data Protection Officer – Paul Couldrey – Mr Atkinson and Mr Wills to discuss outside of the meeting.

**Action: Data Protection Officer – Mr Atkinson and Mr Wills**

**b) Community Transformation**

No update available.

**c) IT Strategy Group**

Dr Cullen informed the members that the GP System of Choice will seize in November 2019.

Following the formation of the Primary Care Networks, member practices of each Network will be required to use the same GP system.

The meeting discussed that the SystemOne viewers are installed on the system and GPs are only able to access the District Nurse patient notes.

Dr Page informed the meeting of the issues experienced when his practice moved over to SystemOne and advised colleagues to allow adequate time for the changeover before the November 2019 deadline.

#### **d) Mental Health Transformation**

Mr Atkinson informed the members that Dr Brynes has undertaken work around Dementia Care and produced a revised pathway. The revised pathway is going to the next LMC and will come to GPMC on 24 April 2019.

#### **e) A&E Delivery Group**

Dr Douglas informed the members that the group had discussed the recent CQC visit and report.

UECC has been rated as "Inadequate" and placed in special measures. NHS Improvement is working with TRFT to produce a recovery plan.

TRFT was given a rating of "Requires Improvement".

Mrs Louise Barnett, Chief Executive, TRFT attended the Governing Body meeting to provide feedback to members following the CQC visit.

Members discussed whether TRFT would be penalised for under performance, GPs not seeing any benefits from the opening of the UECC, the appropriateness of patients attending and A&E performance being unacceptable.

#### **f) Nursing update**

Melanie Robinson informed the meeting that:-

- The outgoing Chief Nursing Officer, Jane Cummings has received a CBE as recognition for all her hard work.
- Ruth May the new Chief Nursing Officer, hosted her first national Chief Nursing Officer conference on the 13<sup>th</sup> and 14<sup>th</sup> March. Mrs Cassin has invited Ms May to visit Rotherham. Ms May felt a visit to Rotherham would be good, no date has been set for the visit.
- Ruth May shared her 3 priorities for her first year in post:
  - Building a workforce fit for the future
  - Nursing and midwifery professions reputation
  - One powerful collective voice
- Simon Stevens has announced the creation of a new senior post of Chief Midwife and Jacqueline Dunkley Bent has been appointed as the first Chief Midwife for England to support the driving up the standards of care for expectant mothers and their children and promote safer births.
- A Trainee Nursing Associate (TNA) from a Rotherham practice was nominated for an NHSE award and received an award for excellent work in the "Driving Person Centred Care" category.
- Emma Batten, the CCG Infection Prevention and Control Nurse (IPC) is organising a "debrief" session with the Rotherham GP practice where a recent case of measles was identified. This will be a learning and sharing lessons session and Emma will be offering IPC advice and guidance
- Serena Thorpe, Lead Development Nurse, Connect Health Care, has been successful in obtaining monies from Health Education England to support anticoagulation management training for Health Care Assistants and Practice Nurses and there will be cohorts in April, June and September 2019.

- The 10 Health Care Assistant apprentices are due to complete their training shortly and will be retained within Rotherham practices. Serena Thorpe is starting group clinical supervision sessions prior to PLTC events for nurses working within the hubs, this form of reflective practice is highlighted by the RCN as essential.

**g) Primary Care Committee**

Dr Avery informed the members that the Primary Care Committee had discussed

- GPFV and Primary Care Work Programme
- IT Strategy
- Review of all Local Enhanced Services (LES)
- 10 Year Plan
- Quality Contract 2019/20

**h) Connect Health Care (Federation) Feedback**

Dr Muthoo reported to the members that:-

- Hubs are on track to open in April 2019
- Issues around accessing blood results on ICE at Kilnhurst Hub – work is being undertaken to rectify this.
- Physiofirst – 80% of appoints are now booked.
- Primary Care Networks – Looking at the governance and conflicts of interest around network Clinical Directors joining the Federation Board of Directors.

**16. Feedback from Key Issues Discussed at RCCG Governing Body**

Dr Avery informed the members that the RCCG Governing Body meeting had discussed the following items:-

- TRFT CQC Report presentation – Mrs Louise Barnett, Chief Executive
- CAMHS Trailblazer

**a) Chief Officers Report – April 2018**

Report circulated for information.

Members noted the report.

**b) South Yorkshire & Bassetlaw (SY&B) Integrated Care System**

Discussed under item 10.

**Feedback of Key Issues Discussed at SCE**

Dr Cullen informed the members that today's (27 March 2019) meeting had discussed the availability of medications.

Dr Sukumar enquired round the role of SCE members following the formation of the Primary Care Networks.

Dr Cullen informed the meeting that the Clinical Directors will require support from Rotherham CCG.

**17. Items for PLTC Consideration**

No Items.

**18. Any Other Business**

Dr Avery is unable to attend a meeting on 17 April 2019 12.30 -1.30 pm to discuss the DVT Pathway with Dr Clitherow and Dr Thorman and asked if a member of the meeting would like to attend.

Dr Avery to email colleagues with the details of the meeting.

Mr Atkinson informed the members that the DVT Pathway will come to a future meeting.

**19. Urgent Issues, Escalations and Risks Raised**

No Items raised

**20. Next Meeting: Wednesday 24 April 2019, 12.30 – 3.30 pm, Elm Room, G.04, Oak House**

**No Lunch Provided**