

**NHS Rotherham Clinical Commissioning Group**

**Primary Care Committee Meeting – Session held in public**

**Wednesday 10 February 2021 at 1pm to 2.45pm**

**Via Video Conference**

**QUORUM is**  
**2 x Lay Members, 2 x Senior Officers, 1 x GP non-voting member or appropriate deputy**

**AGENDA**

Conflict	Noting or approval	Item No.	Item description	Responsible officer(s)	Enc. No.
		1.	<b>Apologies for absence</b>	J Wheatley	
		2.	<b>Declarations of conflicts of interest and pecuniary or non-pecuniary interest</b>	J Wheatley	
		3.	<b>Patient &amp; public questions</b> as advised to the Primary care sub-committee secretary at least 4 working days before the meeting	J Wheatley	
		4.	<b>Quoracy</b>	J Wheatley	
		5.	<b>Minutes of the last meeting and action log</b>		
	A		- Minutes of 12 January 2021	J Wheatley	1a
	N		- Action log	J Wheatley	1b
Y		6.	<b>Strategic direction</b> (including planning of primary medical care services)		
Y	A		<ul style="list-style-type: none"> <li>• Local Enhanced Services (LES) 2021/22 - revisions to service specifications               <ul style="list-style-type: none"> <li>○ Cover paper</li> <li>○ LES Service Specifications</li> </ul> </li> </ul>	S Hartley	2 2a – 2r
Y	N		<ul style="list-style-type: none"> <li>• Primary Care Team Work Programme: a quarterly update               <ul style="list-style-type: none"> <li>○ Cover paper</li> <li>○ Primary Care Team Workplan</li> </ul> </li> </ul>	R Garrison	3 3a
Y	N		<ul style="list-style-type: none"> <li>• Extended Access, Hot Home Visiting and Hot Site</li> </ul>	J Tuffnell	Verbal
Y	N		<ul style="list-style-type: none"> <li>• Local Enhances Services Coverage 2020/21</li> </ul>	S Hartley	4

Y	N		<ul style="list-style-type: none"> <li>GP Capacity Annual Review</li> </ul>	J Tuffnell	5
Y	N		<ul style="list-style-type: none"> <li>Telephony Update</li> </ul>	S Hartley	Verbal
Y	N	7.	<b>Quality Contract</b> - Update	A Gunasekera	Verbal
		8.	<b>Standing Item(s)</b>		
Y	N		<ul style="list-style-type: none"> <li>Primary Care Network (PCN) update</li> </ul>	G Avery	Verbal
Y	N		<ul style="list-style-type: none"> <li>Improving Access – Extended Access monthly update</li> </ul>	A Gunasekera	Verbal
Y	N		<ul style="list-style-type: none"> <li>Covid-19 update</li> </ul>	A Gunasekera	Verbal
			<ul style="list-style-type: none"> <li>Delegated Duties – iii – Decisions in relation to the establishment of new GP practices (including branch surgeries) and closures of GP practices.</li> </ul>	J Wheatley	Verbal
			<ul style="list-style-type: none"> <li>Delegated Duties – iv – Decisions about 'discretionary payments'.</li> </ul>	J Wheatley	Verbal
			<ul style="list-style-type: none"> <li>Delegated Duties – v – Decisions about commissioning urgent care (including home visits as required) for out of area registered patients.</li> </ul>	J Wheatley	Verbal
			<ul style="list-style-type: none"> <li>Delegated Duties – b – The approval of practice mergers.</li> </ul>	J Wheatley	Verbal
		9.	<b>Finance</b> (including decisions on discretionary payments and premises costs directions)		
Y	N		<ul style="list-style-type: none"> <li>Finance report for month 9</li> </ul>	L Jones	6
		10.	<b>For Information</b>		
Y	N		<ul style="list-style-type: none"> <li>RCCG revised principles following the Freeing up General Practice letter of 7 January 2021</li> </ul>	J Tuffnell	7
Y	N		<ul style="list-style-type: none"> <li>NHS England Letter dated 21/01/2021 – Supporting General Practice in 2021/22</li> </ul>	J Tuffnell	8
		11.	<b>Any other business</b>	All	
		12.	<b>Items for escalation /reporting to the governing body</b>	J Wheatley	
	N	13.	<b>Forward Programme</b> - Primary Care Committee Forward Programme  Due March 2021 - Contract & Quality Visit Report - Finance Report	J Wheatley	9

			<ul style="list-style-type: none"> <li>- IT Strategy – Quarterly Update</li> <li>- Primary Care Dashboard</li> <li>- Primary Care Network DES Delivery Update</li> </ul> <p>Due April 2021</p> <ul style="list-style-type: none"> <li>- Finance Report</li> <li>- LES Survey Report</li> <li>- MMT Quarterly Update</li> </ul> <p>Due May 2021</p> <ul style="list-style-type: none"> <li>- Finance Report</li> <li>- Innovation Fund</li> <li>- Primary Care Committee Annual Report for NHSE</li> <li>- Primary Care Team Work Programme – a quarterly update</li> <li>-</li> </ul>		
		14.	<p><b>Exclusion of the Public:</b></p> <p>The Primary Care Committee should consider the following resolution:</p> <p><i>“That representatives of the press and other members of the public be excluded from the remainder of this meeting due to the confidential nature of the business to be transacted – publicity on which would be prejudicial to the public interest”.</i></p> <p>Section 1(2) Public Bodies (Admission to Meetings) Act 1960 refers.</p>		
		15.	<p><b>Date &amp; time of the next meeting:</b></p> <p>Wednesday 10 March 2021 commencing at 1pm via video conference</p>	All	

THIS AGENDA AND ASSOCIATED PAPERS CAN BE FOUND AT ROTHERHAM CCG’S WEBSITE

<http://www.rotherhamccg.nhs.uk/about-us/primary-care-committee-papers.htm>

### Primary Care Membership:

#### Members:-

Mrs	W	Allott	Chief Finance Officer	Member
Mr	I	Atkinson	Executive Place Director RCCG	Member
Mr	J	Barber	Lay Member (attends only if JW or DT unable)	Member
Mrs	S	Cassin	Chief Nurse RCCG	Member
Mrs	D	Twell	Lay Member (Vice Chair)	Member
Mrs	J	Wheatley	Lay Member (Chair)	Member

#### In Attendance:-

Dr	G	Avery	GP Members Committee Representative	In Attendance
Mr	P	Barringer	NHS England	In Attendance
Dr	D	Clitherow		In Attendance

Dr	P	and or Birks	SCE GP	
Ms	L	Cooper	Healthwatch Representative	In Attendance
Ms	R	Garrison	Senior Contracting & Service Improvement Manager	In Attendance
Dr	A	Gunasekera	SCE GP Lead Primary Care	In Attendance
Mrs	S	Hartley	Contracts and Service Improvement Manager	In Attendance
Mrs	L	Jones	Deputy Head of Financial Management	In Attendance
Mr	S	Lakin and or	Head of Medicines Management	In Attendance
Mr	G	Bhogal	Deputy Head of Medicines Management	
Dr	N	Leigh-Hunt	Health & Wellbeing Board Representative	In Attendance
Mrs	J	Murphy	Senior Contracts & Service Improvement Officer and PCC administrator	In Attendance
Dr	C	Myers	GP LMC Representative	In Attendance
Mrs	J	Tuffnell	Head of Co-commissioning	In Attendance