

Primary Care Commissioning Committee

Tuesday 24 May 2022, 5.15 pm – 5.45 pm
Microsoft Teams video conference
(please note the meeting will be recorded)

Agenda

Nº	Timing guide	Item	Papers	Presenter
1		Welcome and Apologies for Absence	-	Chair
2		Confirmation of Quoracy	-	Chair
3		Declarations of Interest	Enc	Chair
4		Draft Minutes of Previous Meeting – 26 April 2022	Enc	Chair
5		Action Log (no actions)	Enc	Chair
6	5.20 pm	PCN Development Audit	Enc	Caroline Kavanagh/ Dominic Slowie
7	5.40 pm	Any Other Business	-	All

Date of next meeting:
Tuesday 28 June 2022 – time to be confirmed

Declaration of Interest Register 2020/21



DECISION MAKERS: Declarations completed by Governing Body; members of Governing Body committees; staff grade 8d and above; joint committee members; members of advisory groups which contribute to direct or delegated decision making on the commissioning or provision of tax payer services

EMPLOYEES: Declaration completed by employees

Surname	Forename	Current Position(s) in CCG	DOI/Status	Declared interest- (name of organisation and nature of business)	Type of Interest			Is the interest direct or indirect?	Nature of Interest	Date of Interest		Action Taken	Committees										Date Completed	Comments			
					Financial Interest	Non-Financial Professional Interest	Non-Financial Personal Interest			From	To		Governing Body	QSR	Audit Committee	Primary Care Commissioning Committee	Remuneration	Exec Committee	Northern CCG Joint Committee	Staff	Clinical Lead / Director	Hosted			Decision Maker		
Butler	Georgina	Clinical Director for Transformation (Gateshead)	Self	St Albans Medical Group, GP practice	Y	Y	N	Direct	Partner at GP surgery in NGCCG area. Enhanced Service to provide GP cover to Intermediate Care in Gateshead	Jan-20	Ongoing	I will declare at meetings when required				Y							Y			07.10.20	No change for 2020/21
			Self	GP Trainer with Northumbria GP Training Programme	N	Y	N	Direct	I am a GP trainer	Jan-20	Ongoing	I will declare at meetings when required				Y								Y			07.10.20
Cairns	Jackie	Director for Newcastle Place	Daughter	Newcastle Gateshead Clinical Commissioning Group	no	Non Financial Professional Interests	Non Financial Personal Interests	In direct	Daughter	Apr-18	Ongoing	Will declare at meetings as required	Y			Y		Y		Y				Y		07.10.20	Amended with daughters details
Corrigan	Joe	Chief Finance Officer	Self	Sibling is GP whose practice is a member of CCG	No							Will declare in meetings where relevant	Y		Y	Y		Y		Y				Y		05.07.19	No change for 2019/20
			Spouse	Care Navigator at Oxford Terrace and Rawling Road	Yes				Indirect	Care Navigator at Oxford Terrace and Rawling Road	29.09.20	Ongoing	Will declare in meetings where relevant	Y		Y	Y		Y		Y				Y		29.09.20
Costello	John	Gateshead HWB representative on Primary Care Commissioning Committee	self	Gateshead Council	Yes			Direct	Senior Officer		ongoing	Will declare if needed at meetings				Y										14.10.20	No change for 2020/21
			spouse	NHS England			Yes	Indirect	employee		ongoing	Will declare if needed at meetings				Y											
Cunliffe	Bill	Secondary Care Clinician	Self	Care Quality Commissioner	No				Member of CQC Inspection Team	01.04.17	Ongoing		Y	Y	Y	Y		Y						Y		19.06.2020	Updated to reflect medical examiner role
			Self	Medical Examiner	Yes					Medical Examiner, Northumbria FT	01.06.2020	Ongoing		Y	Y	Y	Y		Y						Y		19.06.2020
Dodds	Philippa	Portfolio Manager - Primary Care Delivery	Self	Nothing to declare												Y										14.10.20	No change for 2020/21

			Wife	Queen Elizabeth Hospital Gateshead / City Hospitals Sunderland				Indirect	Consultant Histopathologist	1997	Present	Will declare at meetings as required	Y			Y															
Slowie	Dominic	Medical Director	Self	Operating Theatre. Takes commissions for plays on health themes for a number of professional, student and general audiences	No	Yes	Yes	Direct	Trustee		Ongoing	I will declare at meetings as required	Y	Y		Y		Y													
			Self	WeCan Enable. A Hexham based charity, that receives some funding from Northumberland County Council and raises funds	No	Yes	Yes	Direct	Trustee/Board Member		Ongoing	I will declare at meetings as required	Y	Y		Y		Y													
			Self	Sessional GP at Bridges Medical Practice	Yes	No	No	Direct	Sessional GP, no permanent or business influencing role in the practice		Ongoing	I will declare at meetings as required	Y	Y		Y		Y		Y											
			Self	British Academy of Childhood Disability	No	Yes	Yes	Direct	GP representative		Ongoing	I will declare at meetings as required	Y	Y		Y		Y		Y											
Wilson	Lynn	Director for Gateshead System	self	Foster Carer Durham Council				indirect		Nov-13	current	No conflict	Y			Y		Y		Y											
Wood	Oliver	Lay Member	Self	Be Wellbeing (providing training and wellbeing services, subsidiary of Tyneside and Northumberland			Yes		Direct	Director	2019	Ongoing	Will declare at meetings as appropriate	Y		Y		Y													
				Northumbria University	Yes			Direct	Employee	2019	Ongoing	Will declare at meetings as appropriate	Y		Y		Y														
				Think Ahead (Charity training mental health social workers)	Yes			Direct	Employee	2019	Ongoing	Will declare at meetings as appropriate	Y		Y		Y														
				Northern Youth Theatre Project			Yes		Direct	Trustee/Director	2019	Ongoing	Will declare at meetings as appropriate	Y		Y		Y													
O'Neil	Siobhan	Healthwatch		North East Child Poverty Trust	No	No	Yes	Direct	Trustee	2020	ongoing	I will declare at meetings as required	N	N	N	Y	N	N	N	N	N	N	N	N	N						

04.03.21



Newcastle Gateshead Clinical Commissioning Group

Minutes of a meeting of the Primary Care Commissioning Committee Tuesday 26 April 2022

Due to Covid-19, the PCCC met via a video conference

Present:

Members:

Mr Jeff Hurst	Lay Member (Chair)
Ms Jackie Cairns	Director of Newcastle System
Ms Jill McGrath	Deputy Chief Finance Officer
Dr Dominic Slowie	Medical Director
Dr Lynn Wilson	Director of Gateshead System
Mr Oliver Wood	Lay Member

In Attendance

Mr John Costello	Gateshead Health and Wellbeing Board
Ms Ros Goode	Commissioning Project Lead, Primary Care
Mr Neil Hawkins	Head of Corporate Affairs
Michelle Stamp	Newcastle Wellbeing for Life Board
Ms Sue Tulloch	PA Support
Miss Gemma Matthews	PA Support

01 Welcome and Apologies for Absence

Dr Georgina Butler	GP Clinical Lead
Dr Bill Cuncliffe	Secondary Care Clinician
Ms Philippa Dodds	Portfolio Manager, Primary Care Delivery
Mr David Steel	NHS England

02 Confirmation of Quoracy

The Committee was confirmed as quorate.

03 Declarations of Interest

Declarations of interest documentation had been circulated with the agenda. There were no further declarations of interest relating to items on the agenda.

04 Draft Minutes of the Previous Meeting held on 29 March 2022

The minutes of the previous meeting were agreed as an accurate record.

05 Action Log

11/21 06 - Consider adding risks around home-working to the Risk Register. Neil Hawkins advised that all staff are kept updated and reminded of the risks and Information Governance (IG) implications of working from home through regular staff emails and there is an IG strategic risk included on the register. It was agreed therefore not to add a standalone risk for home-working as this is covered by the regular bulletins to staff and the overall IG risk. *Complete*

02/22 07 Review the Risk Register relating to the CQC inspection framework. There had been concern that recent inspections (following the pandemic restrictions) which resulted in three practices being rated as 'requires improvement', may be an ongoing issue for other practice inspections. Following the outcome of a CQC inspection at another practice this is not now thought to be as much an issue as first anticipated. The Risk Register is due to be reviewed and this will be considered at that time. *Complete*

06 Risk Register Report

Neil Hawkins presented the paper providing a summary of risks relating to primary care. It was reported that four risks remain on the register – three rated high and one moderate – and a there is a change to the scoring for the risk relating to sustainability of primary care.

It was highlighted that the effect of the transition to the Integrated Care Board (ICB) on future Primary Care Commissioning arrangements was unknown whilst ICB plans for Primary Care Commissioning arrangements were awaited. Local plans to ensure continuity of commissioning arrangements and continued support to practices is being considered.

The Committee received and noted the risk register and agreed it accurately reflected the CCG's primary care risk profile.

07 Finance Report Month 9 2021/22

Jill McGrath presented the report updating the Committee on the financial position against the CCG's Delegated Primary Care budget for 2021/22 reporting a full year underspend of £64k with the detail provided in Appendix 1.

It was noted that a number of allocations for primary care are passed through Newcastle Gateshead CCG which are to support the whole of the Integrated Care System (ICS). Following work with NHS England these funds are transferred onto the other CCGs across the ICS.

The Committee received the report for information noting the position reported and the risks and issues highlighted and acknowledged the work done by the finance team and primary care team to ensure the funds have been allocated in primary care for the benefit of patients.

08 Any Other Business

There was no further business.

Primary Care Commissioning Committee – May 2022

Action Log

Meeting date	Minute reference	Action	Lead	Due	Status
30/11/21	11/21 06	Consider adding risks around home-working to the Risk Register	Jeff Hurst/ Neil Hawkins	April 2022	Completed
01/03/22	02/22 07	Review the Risk Register relating to the CQC inspection framework	Dominic Slowie Ros Goode	April 2022	Completed

Cover Sheet

Purpose (click one box only)

Decision <input type="checkbox"/>	Information <input checked="" type="checkbox"/>
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Classification
(delete as appropriate)

Official

Meeting

Primary Care Committee

Date

24 May 2022	Agenda Item	
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Report Title

Internal Audit – Newcastle Gateshead PCNs
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Lead Director & Report Author

Director: Dominic Slowie Title: Medical Director	Author: Caroline Kavanagh Title: Portfolio Lead – System Enablement
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Synopsis

The purpose of this report is to update Primary Care Commissioning Committee as to the outcome of the recent audit into support provided to Newcastle Gateshead PCNs.

Implications and Risks

None

Recommendation

<p>Primary Care Commissioning Committee is requested to:</p> <ul style="list-style-type: none"> Note the content of the report

Benefits to patients & the public / link to strategic objectives

Well performing PCNs will support improvements in patient care delivered by our practices

Resource implications (finance; HR)

None

Legal / equality & diversity / sustainability implications

No known and/or potential legal considerations
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Report history

None

Next steps

To implement the actions as set out in the PCN audit report

Appendices

Appendix 1 – Internal Audit – Newcastle Gateshead PCNs
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Submission checklist – to be completed by author ahead of inclusion on meeting agenda	
Has the paper been cleared by the lead Director?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Does the covering paper clearly state what the Committee are asked to do – i.e. clear recommendations?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have the CCG finance team been consulted about any resource implications? Person(s) consulted:	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Are there any wider implications that require consideration – HR, contracting, procurement, etc? If so, have CCG leads been consulted? Person(s) consulted:	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Does the proposal realise any savings that could be captured through QIPP – if so have the PMO been consulted? Person(s) consulted:	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>

Internal Audit – Newcastle and Gateshead PCNs

Introduction

Internal audit approached Newcastle Gateshead CCG in the autumn of 2021 with a proposal to look at the support provided by the CCG to our PCNs from their initial conception through to support currently provided.

The purpose was to provide an independent source of assurance against an identified risk of PCNs being unable to deliver the requirements of the Primary Care Network Direct Enhanced Service. This was to be an advisory review with the potential to compare with other CCGs in the region to enable consideration of good practice measures.

The Audit

A review of materials and discussions took place to support the audit to be completed between November 2021 and March 2022. This covered formal and informal means of support provided which covered the nationally identified development areas for PCNs, including:

- Leadership, planning and partnerships
- Integrating care
- Use of data and population health management
- Working in partnership with people and communities
- Managing Resources

The audit process also asked for feedback from PCN Clinical Directors about the support provided and offered, however there was no responses received from any of the 12 clinical directors.

Co-ordination and development of PCNs across the ICB was considered as part of this audit process, which highlighted some areas in which we can consider moving forward.

The full report is available here:



NGA 2021-22 05
PCN Development Fir

Recommendations

Primary Care Commissioning Committee is requested to:

- Note the content of this report