

**SWL Primary Care Quality, Prevention and
Innovation Working Group**

3rd December 2015, Room 2.4 120 The Broadway, Wimbledon, London,
SW19 1RH

MINUTES

Members in attendance

Name	Organisation	Designation
Dr Nicola Jones (Co-Chair)	Wandsworth CCG	Chair, Primary Care Lead for SWL
William Cunningham - Davis	NHS England	Head of Primary Care, South London
Nora Simon	NHS England	Assistant Head of Primary Care Commissioning
Pete Smith	Kingston CCG	GP, Clinical Lead
Dr Caroline Chill (on behalf of Dr Andrew Murray)	Merton CCG	GP
Dr Brendan Hudson	Sutton CCG	Chair

Attendees

Name	Organisation	Designation
Julie Freeman	London Wide LMC's	Director of Primary Care Strategy

SWL Collaborative Programme Team

Name	Organisation	Designation
Gurvinder Chana	South West London Collaborative Commissioning	Governance Lead
Stephen Ifegwu	South West London Collaborative Commissioning	Project Management Support Officer
Joanne Devlin	South West London Collaborative Commissioning	Interim AD Primary Care and Out of Hospital

Apologies

Name	Organisation	Designation
Dr Jane Fryer (Co-Chair)	NHS England	Medical Director, South London
Marilyn Plant	Community Education Provider Networks / SWL CC	Community Education Provider Networks (CEPN) Lead / Workforce Lead
Dr John Linney	Croydon CCG	Clinical Lead
Dr Andrew Murray	Merton CCG	Chair
Dr Kate Moore	Richmond CCG	Clinical Lead
Sally Brearley	Sutton CCG	Lay Member
Ariadne Siotis	Health Education South London	Health Education South London and KSS (HESL) Lead
Dr Julius Parker	Surrey and Sussex LMC's	Chief Executive
Dave Curtis	Merton CCG	Healthwatch Representative
Charlie Ladyman	Croydon CCG	Healthwatch Representative

Item	Title	Action
1	Declaration of Interest – Dr Nicola Jones	
	No new declarations of interest were made.	
2	Welcome, Introductions and Apologies – Dr Nicola Jones	
	The Chair welcomed the attendees and noted the apologies. It was noted that the membership was not quorate as there was no clinical representative from NHS England.	
ITEMS for DISCUSSION		
3	Minutes of the last meeting 10.11.2015 – All	
	<p>The minutes of the last meeting dated 10.11.2015 were AGREED as an accurate record of the meeting with the following amendments:</p> <ul style="list-style-type: none"> • Page 2, item 6 PMS Review to read: William explained that the PMS premium is the difference between the PMS baseline and the GMS equivalent. • Page 3, item 6 PMS Review to read: The core PMS money across London is the same – all based on the National GMS price. 	
4	Matters Arising / Action Log – All	
	The action log was reviewed: All outstanding actions are on the agenda.	
5	PMS Review – William Cunningham Davis / All	
	<p>William Cunningham Davis informed the group that the PMS specification, PMS premium services and KPI's documents were circulated following the Primary Care Co- commissioning meeting. It was noted that over 60 comments were received from across London. Some of these comments have been incorporated into revised papers which are being updated and are due to come out as part of the co commissioning PMS London group for further comments by next week.</p> <p>Julie Freeman expressed her concerns around the timeframes for responding with comments to these papers. She also suggested that the revised versions of these papers are circulated with the LMC prior to being circulated with the CCGs because if there are any fundamental issues arising which can affect all CCGs, the LMC can ask the questions on behalf of all the CCGs.</p> <p>William confirmed that he has been having detailed meetings with the six CCG's individually to talk through the PMS review, the KPI's, the finances and what the premium is. These conversations have been very local and specific to each CCG. The Healthy London Partnership has also been asked if they can help map the 17 specifications to the SCF.</p> <p>Following the stocktake meeting with NHS England on transforming primary care, the SWL CCG's are currently behind in the production of a plan; which they have to produce to show how they will meet the 17 specifications. If the CCG's are planning to take an approach in meeting the majority of the specifications that appear in the current menu of options for the PMS premium, as long as the outcomes are achieved, how this plan is produced is not of huge significance.</p> <p>William talked through the PMS Contract payments spread sheet (block diagram) and</p>	

<p>highlighted that these figures will be different for each CCG and each practice. A thorough breakdown of pricing and payments was presented.</p> <p>Nicola highlighted that there are differences between the point when the PMS contract was introduced and the current situation. There is a difference in proportions between the QOF and the base essential services price, which has gone up because of changes in the baselines for all the CCG's (re-investment of the QOF), and there has been an inflationary year on year increase.</p> <p>Brendan asked about the governance process around the signing of PMS contracts. William explained that the Joint Committee have put this group together as one of the quality and sign off areas around what is most appropriate. Julie and the Surrey and Sussex LMC, Barking, Dagenham and Havering CCG are all part of the London PMS group of which the contracts finally get signed off by Simon Weldon. Once the offer has been scoped out, this will be signed off alongside the specifications by the Joint Committee.</p> <p>Julie Freeman advised that no representative from London wide LMCs has been invited to this pan London meetings and there have been four meetings to date.</p> <p>Nicola Jones asked if NHS England could produce a diagram / organogram to map out the governance process around the PMS review and identify who / which bodies need to be involved at different stages of the review.</p> <p>The working group also asked if William could circulate the PMS payments spread sheet; new PMS offer versus current to each individual CCG lead.</p> <p>Julie Freeman said that when the KPI list (mandatory and optional) comes out CCGs have requested a snapshot of where practices are at the moment for the KPI's for assessment purposes and decide whether they are achievable for the future and how it will affect them.</p> <p>There is going to be a granular level plan being produced and each CCG will need to look at how it is going to be working towards each specification.</p> <p>William confirmed a PMS review plan template has been circulated to each CCG and will be submitted by the SWL team to NHSE requesting an extension from the 31st March 2016 date, on why the SWL CCG's need the extra three months to complete the PMS review. The aim being to present a picture through a stocktake of where the SWL CCGs are in terms of collaboration and looking at an overarching PMS review structure to engage more with patients and mapping out what is currently happening within SWL services.</p> <p>It was noted that SWL CCGs did not require an extension initially (decision taken at the primary care transformation group 26.11.2015) but after reviewing the current situation, recognising that it will give more time to generate the plan and commissioning intensions, SWL will now request an extension for the PMS review.</p> <p>Joanne Devlin explained that the template was distributed to each transforming primary care lead to populate within each SWL CCG, with a focus around engagement to compile and compare feedback.</p> <p>Responses have been received from all six CCGs indicating that they want to use the PMS review as a vehicle to deliver the strategic commissioning framework through aligning what they are doing around the access specifications but also describing and being specific about their individual special needs within their area. This extension template will be submitted to NHS England by 04.12.2015.</p>	<p align="center">William Cunningham Davis</p> <p align="center">William Cunningham Davis</p>
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	<p>Joanne also advised that group that a PMS Project Manager will need to be appointed to work on the PMS review to support all SWL CCGs to make it as robust as possible by creating a joint interface between all the CCGs enabling them to carry out the work to understand a local specification. She confirmed that a bid has been put in to ask CCGs and NHS England to help fund this post.</p> <p>The working group supported the idea of having a PMS Project Manager and it was noted that all the technicalities need to be sorted before the negotiations take place with an LMC input at the London level in aiding proposals and making negotiations with practices as straightforward as possible to minimise risk and improve communication and understanding.</p> <p>Nicola asked whether there was more that the GPs could do to support their CCGs in the process and William responded that more clinical input from GPs would be very beneficial to aid the negotiation process as it is the practices that have to sign up to the contract.</p> <p>Julie said that the LMC have put together a question and answer crib sheet about the PMS review to try and help practices understand the role of the CCGs, local LMC, London wide LMC and NHSE as a starting place to move the review forward. She explained that the next steps should be, to make available to each of the SWL CCGs, a mandate letter giving practices the option to use the LMC to negotiate their local contracts.</p>	
<p align="center">6</p>	<p align="center">Content and format of future quality reports – William Cunningham Davis / All</p>	
	<p>William presented a sample of a dataset that NHSE hold. He explained that one of the purposes of this group is to see how nationally available datasets link in with local datasets that CCGs have and work out a consistent way of presenting good quality data. He explained that this data was drawn from different sources at different times and has been purely brought for illustrative purposes to this meeting.</p> <p>The group were asked whether they found the information presented in the dataset:</p> <ul style="list-style-type: none"> • Helpful • Clear • Easy to understand • What really is quality • Is the data representing each locality clearly <p>Carrie Chill suggested looking at aligning outcomes and incentives with other services and working together to pull everything in the same direction to help in measuring what needs to be improved.</p> <p>Nicola talked about the current London work stream on quality looking at how they are measuring all of the specifications but initially focusing on the outcomes of access specification using patient questionnaires (GP Survey)</p> <p>The group felt that with the PMS review underway, there is not enough capacity to focus on this piece of work immediately; however a work plan needs to be put together at a SWL level on how this work will be carried forward – to be brought back to the February meeting.</p>	<p align="right">Joanne Devlin / William Cunningham Davis</p>

ITEMS for NOTING and INFORMATION		
7	Any Other Business - All	
	None.	
	The meeting closed at 15:45pm.	

Date and Venue of next meeting

SWL Primary Care Quality, Prevention and Innovation Working Group:

Date: Thursday 13th January 2015

Time: 14:30pm – 16:00pm

Venue: TBC, 120 The Broadway, Wimbledon, SW19 1RH

APPROVED 11.02.2016