

Berkshire West Primary Care Commissioning Committee

Decision Log 2018-19 to April 2019 Meeting

Date of Committee	Decision Title	Declarations of interest	What was decided	Was anyone excluded from discussion?	Who made the decision	Decision by consensus?	Decision by vote	Vote details	Committee Ratification required (Significant OG decisions)	Date ratified
13.03.19 Operational Group Meeting (Part A)	Enhanced Access	GP voting members and PM representatives	To roll forward the existing minimum capacity requirement for the Enhanced Access CES (30 minutes per 1000 weighted population per locality per week) into April and to set a maximum allowable capacity of 43.5 minutes per 1000 weighted population per week in each locality pending confirmation of budgets and population figures for 2019/20 from NHSE.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	Finance Committee ratification required	26.03.19
13.03.19 Operational Group Meeting (Part A)	Reading Same Day Access Project	Natasha Roxborough, RPCA	That the CCG should now seek to extend the APMS contract for the Reading Walk-in Centre to the end of March 2020 to allow time for completion of the Reading Same Day Access project which incorporates the re-procurement of the service.	No	All voting members	Yes	No	N/A	Finance Committee ratification required	26.03.19

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13.03.19 Operational Group Meeting (Part A)	CES review	GP voting members and PM representatives	<ul style="list-style-type: none"> • Re-commission with minor changes to specification/reporting: ADHD, Insulin conversion, Zoladex, Anticipatory Care, Pre-Diabetes (with revised pricing structure) • Re-commission unchanged: Denosumab, Neo-natal checks for home births • Re-commission with minor changes pending in-year review: Phlebotomy, Insulin Conversion, Anti-coagulation (one practice), Ravenswood • Re-commission pending broader review of shared care arrangements: Rheumatology for patients on DAWN at RBFT who are in remission, Near-patient testing for rheumatology patients not on DAWN (subject to clarification of arrangements for patients not under RBFT or GWR as the service was originally 	No	All voting members	Yes	No	N/A	Finance Committee ratification required	26.03.19

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			<p>intended to apply to those trusts only – activity relating to patients at other trusts will continue to be paid in Q1).</p> <ul style="list-style-type: none"> Quality CESs to be rolled forward with existing specification and pricing for Q1. Physical Health Checks for Patients with Severe Mental Illness CES to be commissioned for Q1 based on specification and pricing proposed with a view to including this in the Quality CES from Q2, subject to consultation to be undertaken with practices and alliances. 							
13.03.19 Operational Group Meeting (Part A)	Partial list closure (Baltimore Park Surgery)	None	Agreed for list to close to inter-practice transfers for a period of six months	No	All voting members	Yes	No	N/A	No	N/A

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13.03.19 Operational Group Meeting (Part A)	Contract merger (Western Elms and Circuit Lane)	Lisa Trimble, Practice Manager, Western Elms and Circuit Lane	The Committee endorsed the approach of formally emerging the two contracts with effect from 1 st June 2019.	No	All voting members	Yes	No	N/A	No	N/A
13.03.19										
13.02.19 Extraordinary Operational Group Meeting (Part A)	CES Review	GP voting members and PM representatives	Re-commissioning arrangements and minor changes to CES specifications for 2019-20 subject to consultation, clarification of prices and further clarification of pricing mechanism for pre-diabetes CES.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	Finance Committee ratification required	To go to March Finance Committee meeting
13.02.19 Extraordinary Operational Group Meeting (Part A)	CES Review	GP voting members and PM representatives	Commissioning of Cancer Care Review Implementation Support Scheme as recommended by the Planned Care Programme Board.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	Finance Committee ratification required	To go to March Finance Committee meeting

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13.02.19 Extraordinary Operational Group Meeting (Part A)	CES Review	GP voting members and PM representatives	Agreed to uncap the Minor Surgery DES on a pilot basis and to separate out incisions/excisions from joint injections as recommended by the Planned Care Programme Board and the Finance Committee.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	Had already been to Finance Committee.	22 nd January 2019
13.02.19 Extraordinary Operational Group Meeting (Part A)	First contact physiotherapists	None	Agreed use of £73,895 ICS transformation funding by Reading Primary Care Alliance and North and West Reading Primary Care Alliance to pilot a first contact physiotherapist service.	No	All voting members	Yes	No	N/A	Finance Committee ratification requirement	To go to March Finance Committee

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13.02.19 Extraordinary Operational Group Meeting (Part B)	Enhanced Access 2019/20 arrangements	GP voting members and Practice Manager representatives	Extension of the current APMS contracts for Fridays, Sundays and Bank Holidays with Reading Primary Care Alliances and Burdwood Surgery subject to Wokingham, NWR and Newbury Alliances confirming they do not wish to provide the service themselves. Negotiation of higher rate for Fridays, Sundays and Bank Holidays, subject to minimum capacity requirement for service as whole (not stated as commercially sensitive at this stage). Confirmed this capacity requirement to be delivered on a weekly basis by each locality (thereby allowing flexibility within localities for some practices to do more hours and some less).	No	All voting members excluding those with a conflict of interest.	Yes	No	N/A	Finance Committee ratification requirement	To go to March Finance Committee

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09.01.19 (Public Meeting – Part B)	Mortimer practice boundary reduction	None	Agreed application from Mortimer Surgery to reduce their practice boundary.	No	All voting members	Yes	No	N/A	N/A	N/A
09.01.19 (Public Meeting – Part B)	New Wokingham Road list closure	None	Agreed New Wokingham Road list should be closed to inter-practice transfers for three months	No	All voting members	Yes	No	N/A	N/A	N/A
09.01.19 (Public Meeting – Part B)	Emmer Green boundary change	None	Caveat regarding registering Peppard Road patients from outside of new boundary to be revoked. Confirmation to be given that Sonning Common Practice would be involved in any discussions regarding the future of Caversham practices.	No	All voting members	Yes	No	N/A	N/A	N/A

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09.01.19 (Public Meeting – Part B)	Enhanced Access – Fridays, Sundays and Bank Holidays	None	Quality Impact Assessment setting out initial limitations of service due to short-term IT issues approved to form basis of contingency plan agreed with providers in accordance with their APMS contracts.	No	All voting members	Yes	No	N/A	N/A	N/A
10.12.18 (Operational Group Part A)	Emmer Green boundary application	Geoff Braham	The Committee approved the application to reduce the boundary back to the Berkshire border with a number of caveats around specific patient groups. It was also agreed to ask the practice to extend their boundary to the South to cover two small areas not currently covered by any practice (without residential dwellings).	Geoff Braham	Voting members except Geoff Braham	Yes	No	N/A	No	N/A

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10.12.18 (Operational Group Part A)	Shinfield contract extension	Dr Kajal Patel – employee of practice that existing provider is working with to progress premises development	Agreed that the two-year extension clause within the Shinfield APMS contract should be invoked thereby extending the contract to run until July 2021. Agreed that the two-year extension clause within the Shinfield APMS contract should be invoked thereby extending the contract to run until July 2021.	Dr Kajal Patel	All voting members except Dr Kajal Patel	Yes	No	N/A	Finance Committee (ratified at December 2018 meeting)	N/A
10.12.18 (Operational Group Part A)	Winter planning approach	None	The Committee supported in principle an approach to responding to adverse weather alerts to be circulated to practices.	No	All voting members	Yes	No	N/A	N/A	N/A

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10.12.18 (Operational Group Part A)	Enhanced Access – Fridays, Sundays and Bank Holidays	Dr Kajal Patel – employee of one of the practices that would provide services under the Reading Primary Care Alliance contract.	Agreed in principle that interim APMS contracts should be let to the Reading Primary Care Alliance and Burdwood Surgery for the provision of enhanced access sessions on Fridays, Sundays and Bank Holidays from 7th January to 31st March 2019.	Dr Kajal Patel	All voting members except Dr Kajal Patel	Yes	No	N/A	Finance Committee (ratified at December 2018 meeting)	N/A
10.12.18 (Operational Group Part A)	GP Retention Funding – Locum Chambers project	None	Committee supported £85K of BOB retention monies being used to fund the Locum Chambers project presented to the meeting.	No	All voting members	Yes	No	N/A	N/A	N/A
10.12.18 (Operational Group Part A)	Newbury 1 st contact practitioner funding	None	Agreed use of £36K of BWPCA £297K transformation funding to support first contact practitioner pilot. This was from the £156K unallocated within the BWPCA's business plan.	No	All voting members	Yes	No	N/A	N/A	N/A

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19.09.18 (Operational Group - Part A) – ratification of remote decision	Merger – Melrose Surgery and Eldon Road Surgery	None	Merger approved with effect from 1 st October 2018. Also removal of Dr Narayan and addition of Dr Matthew and Dr Sharma as signatories to new contract. NOTE THIS MERGER IS NOT NOW GOING AHEAD AT THIS TIME.	No	All voting members	Yes	No	N/A	No	19.09.18 (made remotely so ratified by Operational Group)
19.09.18 (Operational Group - Part A) – ratification of remote decision	System Resilience CES	GP voting members	CES to be commissioned in 2018-19 with reduced level of investment (£150K) focussing on additional capacity only.	GP voting members	All voting members excluding those with a conflict of interest	Yes	No	N/A	No	19.09.18 (made remotely so ratified by Operational Group)
19.09.18 (Operational Group - Part A)	WIC contract extension	None	Agreed to seek a one-year extension to APMS contract for the Reading Walk-in Centre	No	All voting members	Yes	No	N/A	No	N/A

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19.09.18 (Operational Group - Part A)	Premises Update	SR PM representative	Noted that in principle support had been given to work up of business case for joint premises development between Melrose and Kennet surgeries	No	All voting members	Yes	No	N/A	No	N/A
19.09.18 (Operational Group - Part A)	Premises Update	None	Noted that in principle support had been given to work up of business case for premises development by the University Medical Centre	No	All voting members	Yes	No	N/A	No	N/A
19.09.18 (Operational Group - Part A)	Care Home Pilot Report	None	Option 5 in the report was approved in principle as the way forward subject to further finance review.	No	All voting members	Yes	No	N/A	No	N/A
19.09.18 (Operational Group - Part A)	Quality CES	GP voting members and PM representatives from Newbury and Wokingham	Approved proposal to partially commission Quality CES from GMS practices in Newbury and Wokingham in principle subject to further consultation with GP Councils/Alliances and the LMC.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	No	N/A

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19.09.18 (Operational Group - Part A)	Additional locum reimbursement approach	None	Agreed that no policy was required around NHSE Policy Book provision for commissioners to provide additional locum reimbursement funding at their discretion.	No	All voting members	Yes	No	N/A	No	N/A
19.09.18 (Operational Group - Part A)	Practice boundary application (Emmer Green Surgery)	None	Deferred	No	All voting members	Yes	No	N/A	No	N/A
19.09.18 (Operational Group – Part B)	Extended Hours DES	GP voting members and PM representatives	Agreed that no local alternative should be offered to Extended Hours DES and as such practices would be given opportunity to sign-up to the standard DES for the rest of the year.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	No	N/A

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13.06.18 (Public Meeting – Part A)	Annual Report	None	The Committee approved the Annual Report for submission to Finance Committee and then to Governing Body at its meeting on 11 September 2018	No	All voting members	Yes	No	N/A	N/A	N/A
13.06.18 (Public Meeting – Part A)	Physician Associate Funding	None	The Committee approved in principle the top-up funding for PA placements in GP Surgeries for 2018-19 subject to Finance Committee approval	No	All voting members	Yes	No	N/A	N/A	N/A
13.06.18 (Public Meeting – Part A)	GP list maintenance approach	None	The Committee reviewed and approved the list maintenance programme	No	All voting members	Yes	No	N/A	N/A	N/A
13.06.18 (Public Meeting – Part B)	Alliance business plans	GP and PM members	<ul style="list-style-type: none"> Approved in principle the Berkshire West Primary care Alliance's business plan for recommendation to the Finance Committee where release of funding will be authorised. 	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	N/A	N/A

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			<p>Progress reports to be provided to PCCC to include seeking prior approval for expenditure against remaining budget.</p> <ul style="list-style-type: none"> Approved the four locality GP alliance business plan submitted for recommendation to the Finance Committee where release of funding will be authorised. Quarterly progress reports to be taken to locality management teams and detailed reports to PCCC at Month 6 and Month 12. Progress reports to cover remaining areas for clarification and to include plans for expenditure against remaining budget for N&WR. Agreed in principle that the CCG will only approve one bid per locality 							

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			against the £2 per head funding with any funding transfers to be agreed between alliances and non-member practices aligned with them.							
13.06.18 (Public Meeting – Part B)	Enhanced Access	GP and PM members	<ul style="list-style-type: none"> Agreed to recommend to the Finance Committee that Enhanced Access should be commissioned through an amendment to the existing Enhanced Access CES, to be reviewed within the first 18 months of the new arrangement. Agreed in principle the proposed changes to the service specification subject to further consultation with practices and GP Alliances. 	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	N/A	N/A

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13.06.18 (Public Meeting – Part B)	Quality CES – partial commissioning from GMS practices	GP and PM members	Agreed that the proposal is put ‘on hold’ whilst the decision around the system resilience monies is re-examined.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	N/A	N/A
13.06.18 (Public Meeting – Part B) and 19.09.18 (Operational Group Meeting – Part A)	Hardship funding application	GP and PM members	Process to be put in place for considering requests for hardship monies. This case to be reviewed once process is in place. Reviewed at meeting on 19.09.18 and not approved.	No	All voting members excluding those with a conflict of interest	Yes	No	N/A	N/A	N/A
09/05/18 Voting members’ teleconference	Financial support to One Medical Group 2018/19	None	Financial assistance to continue to be provided to One Medical Group to support services at Priory Avenue Surgery until contract is terminated (planned to be on 30 th June 2018) at same level as agreed for the previous year pro-rated to a monthly figure.	No	All voting members	Yes	No	N/A	Yes	To June 2018 Committee

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09/05/18 Voting members' teleconference	Dispersal of Priory Avenue patient list	None	Agreed that as no preferred provider had been identified, Priory Avenue patient list would be dispersed in preparation for contract termination and closure on 30 th June 2018. Agreed remote registration process to be run for patients looking to register with Balmore Park and Emmer Green surgeries and short-term financial support to be provided to practices significantly affected.	No	All voting members	Yes	No	N/A	Yes	To June 2018 Committee
09/05/18 Voting members' teleconference	List closure – Peppard Road Surgery	None	Application for list closure approved with period increased to 4 months to take immediate effect.	No	All voting members	Yes	No	N/A	No	N/A