

**NHS Darlington Clinical Commissioning Group
and
NHS Hartlepool and Stockton-on-Tees Clinical Commissioning Group
Primary Care Commissioning Committee Meeting In-Common In-Public**

**Tuesday 10th April 2018 at 3.30pm
Venue: Board Room, Dr Piper House, Darlington**

| Time | Item No. | Item | Attached or Verbal | Presented By | Page No |
|--|----------|---|--------------------|----------------------------------|---------|
| 15:30 | 1.1 | Apologies for absence Sue Greaves | Verbal | All | |
| 15:32 | 1.2 | Declaration of Interests | Verbal | All | |
| 15:35 | 1.3 | Pre Critique of the meeting | Verbal | Hilary Thompson | |
| Items in Common | | | | | |
| 15:40 | 2.1 | Unconfirmed Minutes of the NHS Hartlepool and Stockton CCG and NHS Darlington CCG Primary Care Commissioning Committee In-Common meeting held on Tuesday 16 th January 2018. | Attached | Hilary Thompson | 03 |
| 15:45 | 2.2 | GP International Recruitment Update | Attached | Lynne Blackburn / Rebecca Thomas | 07 |
| 16:00 | 2.3 | Any Other Business | Verbal | Hilary Thompson | |
| NHS Hartlepool and Stockton-on-Tees CCG Items | | | | | |
| 16:05 | 3.1 | Unconfirmed Minutes of the NHS Hartlepool and Stockton Primary Care Commissioning Committee meeting held on Tuesday 16 th January 2018 | Attached | Hilary Thompson | 11 |
| 16:10 | 3.2 | Any Other Business | Verbal | Hilary Thompson | |
| NHS Darlington CCG Items | | | | | |
| 16:15 | 4.1 | Unconfirmed Minutes of the NHS Darlington CCG Primary Care Commissioning Committee In-Common meeting held on Tuesday 16 th January 2018. | Attached | Andie Mackay | 13 |
| 16:20 | 4.2 | Post Critique of the Meeting | Verbal | Andie Mackay | |
| 16:25 | 4.3 | Any Other Business | Verbal | Andie Mackay | |
| Date and Time of Next Meeting: Tuesday 8 th May 2018 at 3pm in the Board Room, Billingham Health Centre, Billingham | | | | | |

NHS HaST CCG Quoracy - No business shall be transacted at a meeting unless 3 members are present including the following:-

- (a) Chair or Vice-Chair
- (b) CCG Chief Officer &/or Chief Clinical Officer or Chief Finance Officer
- (c) Clinician

Voting Members are Lay-member PPI [Chair], Lay Member [Vice-Chair], Chief Officer, Chief Finance Officer and Executive Nurse

NHS Darlington CCG Quoracy - No business shall be transacted at a meeting unless 3 members are present including the following:-

- (a) Chair or Vice-Chair
- (b) CCG Chief Officer&/or Chief Clinical Officer or Chief Finance Officer

(c) Clinician

Voting members are Lay-member - Finance [Chair], Lay-member - PPI [Vice Chair], Secondary Care Doctor from the Governing Body, Chief Officer, Chief Finance Officer and Chief Nurse.

A recording will be made of this meeting to assist with the preparation of the minutes. This recording will be made on an encrypted device owned by the CCG and will be held securely for a maximum of three weeks before being deleted

Please note dial-in facilities will be available on request. Please contact the Committee Secretary at least an hour prior to the meeting to enable connection.

Contact for the meeting:

Scott Devlin, Committee Secretary

Tel: 01325 621414 or email NECSU.hastcorpgov@nhs.net

**Draft Minutes of the NHS Hartlepool and Stockton Clinical Commissioning Group
and NHS Darlington Clinical Commissioning Group
Primary Care Commissioning Committee
In-Common, In-Public**

**Held on Tuesday 16th January 2018 at 2.10pm
In the Board Room, Dr Piper House, Darlington. DL3 6JL**

Present

| | |
|-------------------------|--|
| Mr Andie Mackay (Chair) | Lay Member – Finance (HaST and Darlington) |
| Ms Ali Wilson | Chief Officer (HaST & Darlington CCG) |
| Mr Graeme Niven | Chief Finance Officer (HaST & Darlington CCG) |
| Mrs Diane Murphy | Director of Nursing (Darlington CCG) |
| Mrs Karen Hawkins | Director of Commissioning & Transformation, (HaST & Darlington CCG) |

In Attendance

| | |
|-----------------------|--|
| Mrs Sue Greaves | Director of Nursing and Quality (HaST CCG) |
| Mrs Hilary Thompson | Lay Member – PPI (HaST CCG) |
| Mrs Michelle Thompson | Lay Member – PPI (Darlington CCG) |
| Dr Nick Timlin | GP Locality Lead – Hartlepool (HaST CCG) |
| Mrs Janice Foster | Chief Executive (Cleveland LMC) |
| Mrs Kelly Wilson | Primary Care Business Manager (NHSE) |
| Mrs Wendy Stephens | Primary Care Contracts Manager (NHSE) |
| Mrs Helen Raynard | Transformation Manager (NHSE) |
| Mrs Tanya Harrison | Committee Secretary (Minute Taker) |

PC/72/17 Apologies for Absence

72.1 Apologies were received from:-

Dr Andrea Jones - Chief Clinical Officer (HaST & Darlington CCG)
Ms Jean Golightly - Head of Commissioning & Strategy (HaST and Darlington CCG)
Mrs Lynne Walton – Deputy Chief Finance Officer (HaST & Darlington CCG)
Dr Saleem Hassan - GP Locality Lead - Stockton (HaST CCG)
Dr Nick Timlin – GP Locality Lead – Hartlepool (HaST CCG)
Dr Richard Harker – Darlington Executive GP (Darlington CCG)
Mrs Angela Galloway– Secondary Care Doctor (Darlington CCG)
Mr Tony Beckwith – Stockton-on-Tees Healthwatch Representative
Mrs Miriam Davidson– Director of Public Health, Darlington Borough Council
Cllr Christopher Akers-Belcher– Hartlepool Local Authority Representative

PC/73/17 Unconfirmed minutes of the Darlington CCG Primary Care Commissioning Committee meeting held on Tuesday 14th November 2017

73.1 The minutes were APPROVED with the following amendments:

The title 'Chair' is to be removed from beside Mrs Hilary Thompson

48.1 – Mr Malcolm Moffitt's role was to be clarified.

50.2 – There was to be a capital M at the beginning and the action be noted.

50.7 – Michelle Thompson's dual role in the PCCC - Public was to be noted.

50.9 – It was noted that an option for dialing in was discussed but there was no resolution. It was noted that dialing in was an option if required.

PC/74/17 Action Log

There were no public actions.

PC/75/17 Contract Baseline Report Quarter 2, 2017/18

75.1 A contract baseline report was provided to members for all practices in NHS Darlington and NHS Hartlepool and Stockton on Tees CCGs. The report provided an update to the Primary Care Commissioning Committee regarding the current status of primary medical care contracts in the CCG area.

75.2 Members were advised that there were three types of GP contracts, which were:

- General Medical Services (GMS) contracts
- Personal medical Services (PMS) contracts and
- Alternative Medical Services (APMS) contracts

75.3 It was noted that there were 11 practices in Darlington CCG and 33 in Hartlepool and Stockton CCG.

75.4 Concern was raised regarding the level of information provided in a public domain, such as outlier information as this could be misinterpreted. However it was advised that not all information was placed in the public domain but all information required explanation.

75.5 Members were advised that it was hoped that the Quarter 3, Primary Care would be presented in February. The first report would be presented under the In-Committee part of the meeting.

75.6 Discussion took place regarding practices moving to General Medical Service (GMS) from Personal Medical Services (PMS); however it was observed that two practices were not eligible to transfer to GMS.

75.7 Members were advised that there was no information on the effectiveness or uptake on those practices who had signed up to the General Medical Service, although all should have signed up. It was observed that the information was available on an annual or quarterly basis; however quarter 1 of 2018/19 could provide a picture on the uptake.

75.8 It was noted that if NHS England provided data related to this for 2016/17 and 2017/18 for comparison, it would highlight trends and would be particularly applicable for learning disabilities, which were shown quarterly.

- 75.9 Members were advised that Flu figures would have to come from Public Health and it was noted that this area was the worst for LD and Flu uptake.
- 75.10 It was felt that comparisons against other Clinical Commissioning Groups would be of interest.
- 75.11 Discussion took place regarding the value of receiving contract baseline information if nothing was going to be done with the information, especially relating to the fact that information was made public but there was not a further stage for the information.
- 75.12 Following discussion, it was agreed that the report would not name the practices but would provide more information that was for the public domain. The report presented to members at this meeting would be used as the template with revisions, as per the Committees comments. The report template would be compared to other CCGs to ensure uniformity. The amended report would come back to the Public meeting.

The Committee NOTED the report and the report template will be amended as per the Committees request and be brought to the Public Primary Care Commissioning Committee.

PC/76/17 NHS England Urgent Repeat Prescription Scheme

- 76.1 Members were provided with a report informing them on the NHS Urgent Medicine Supply Advanced Service (NUMSAS) pilot which commenced on 1st December 2016 and would end on 31st March 2018.
- 76.2 The pilot was developed to help reduce the burden on urgent and emergency care services by handling urgent medication requests, whilst ensuring patients had access to the medicines or appliances they required from the most appropriate healthcare professional, as promptly and safely as possible.
- 76.3 The Committee was advised that requests for medicines required urgently, accounted for about 2% of all completed NHS 111 calls. These calls would have normally defaulted to a GP appointment to arrange an urgent prescription and as a result, blocked access to GP appointments for patients with greater clinical need. Data was provided for August 2017, which did not show the full picture but identified the high level for just one month.
- 76.4 In an emergency and at the request of a patient, a pharmacist could supply a prescription only medicine (POM) without a prescription to a patient who had previously been prescribed the requested POM but it was made under the provision of Regulation 22, 253 and schedules 18 and 23 of the Human Medicines Regulations 2012 (HMR).
- 76.5 Members were advised that there was concern regarding this use of NHS 111 therefore the Medicines Optimisation Team were working with pharmacies to try and deter people going to NHS service provision and encourage self-care instead, therefore changing behaviour. There was concern that people would obtain drugs that could be bought over the counter, however it was noted that this did not apply to prescribed drugs that could not be bought over the counter.
- 76.6 The Committee was advised that the pilot had been extended until after the Easter Holiday's

- 76.7 Concern was raised that this approach, giving increased access could lead to increased demand that ultimately might not improve the situation.
- 76.8 It was noted that changes could be made for those people who required 6 months, worth of medication where-in they would not have to request medication on a monthly basis.

The NHS Darlington CCG and NHS Hartlepool and Stockton-on-Tees CCG Primary Care Commissioning Committee In-Common, In-Public meeting closed.

PC/77/17 Date and Time of Next Meeting

- 77.1 The next meeting is scheduled to take place on Tuesday 13th February at 2:00pm, venue Board Room, Billingham Health Centre, Billingham.

Signed: Date:

Mr Andie Mackay
Chair of the Darlington Primary Care Commissioning Committee

Signed: Date:

Mrs Hilary Thompson
Chair of the Hartlepool and Stockton Primary Care Commissioning Committee


**NHS Darlington Clinical Commissioning Group and
Hartlepool and Stockton-on-Tees Clinical Commissioning Group
Primary Care Commissioning Committee In Common**

PUBLIC

Agenda Item: 2.2 GP International Recruitment

10th April 2018

| | | | |
|--------------------------------------|---|-------------------------------------|---|
| Title | GP International Recruitment Update | | |
| Purpose | Approval <input type="checkbox"/> | Discussion <input type="checkbox"/> | Information <input checked="" type="checkbox"/> |
| Responsible CCG Member / Lead | Sue Greaves- Head of Commissioning and Strategy | | |
| Author of Report | Lynne Blackburn- Project Manager GP International Recruitment | | |
| Recommendation(s) | <ul style="list-style-type: none"> • Recieve the contents of this update report • Future updates in regards to this project will be submitted on a quarterly basis | | |
| Executive Summary | <ul style="list-style-type: none"> • Hartlepool & Stockton CCG is part of the North East model which has been established to streamline the approach to international recuritment, draw on regional expertise and make more effective use of resources e.g. a single procurement exercise • NHS England has committed to recurting 10 GPs across Hartlepool and Stockton on Tees. All practices across the localities of Hartlepool and Stockton on Tees have shown an interest in the project • A recruitment company has now been assigned to recruit 152 GPs across the NE • Recruitment will start no later than April 2018 • It is anticipated that the recruitment company will begin to identify GPs from the EU by April 2018 • The second stage of the successful candidate's will be a face to face interview taking place in June 2018 and July 2018 in the UK • Training via the Induction & Refresher programme could take between 6 -12 months from when the recruit arrives in the country • To supplement the regional approach, and to support retention, an 'Advisory Group' to support the International GPs and their families in our area will be convened | | |
| Has an Equality Analysis been | N/A | | |

| | |
|--------------------|---|
| completed? | |
| Attachments |  GPIR Update April 2018 HAST.doc |

| Objectives | Darlington Tick | HaST Tick |
|--|--------------------------|-------------------------------------|
| 1. To be well-led and governed ensuring continuous development of the CCG, enabling the CCG to deliver its statutory functions including engagement with patients and the wider public and ensuring that all member practices have the opportunity to actively engage with, and influence, the work of the CCG | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Ensure measurable improvement in the quality and safety of the services that we commission including performance of services and the experiences of those who use them including delivery of Constitutional standards. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Delivery of the CCG's delegated functions including joint commissioning of primary care and GPIT, whilst exploring and preparing for further opportunities. | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Deliver financial balance including the 1% surplus and delivery of value for money savings to enable the CCG to reinvest to deliver our strategic plans. | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Deliver innovative and new models of care, aspiring to maximise provision in a community setting where possible and providing the best possible hospital services where necessary. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Identify commissioning opportunities and working in collaboration with partners, including local health and care providers and the voluntary sector to improve the health and wellbeing of patients and communities and to reduce health inequalities. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Demonstrate system leadership across the health and social care economy. | <input type="checkbox"/> | <input type="checkbox"/> |
| Other Committees/Meetings where this report has been presented | <i>Please specify</i> | <i>N/A</i> |
| Does this need to be reported to another Committee/Meeting? | <i>Please specify</i> | <i>No</i> |

GP International Recruitment Update

April 2018

- Hartlepool & Stockton on Tees CCG is part of the North East model which has been established to streamline the approach to international recruitment, draw on regional expertise and make more effective use of resources e.g. a single procurement exercise.
- NHS England has committed to recruiting 10 GPs across Hartlepool and Stockton on Tees. All practices across the localities of Hartlepool and Stockton on Tees have shown an interest in the project.
- Lynne Blackburn is leading the project now for Hartlepool & Stockton on Tees and has been in touch with practices to identify potential vacancies that could be filled by an International recruit.
- A programme board for the North East model has been established and several meetings have already taken place.
- A recruitment company has now been assigned to recruit 152 GPs across the NE. These will be brought over in 16 cohorts of around 25 in stages throughout the two year project. Recruitment will start no later than April 2018. The project board will have the opportunity to meet the recruitment company on Wednesday 11th April 2018.
- It is anticipated that the recruitment company will begin to identify GPs from the EU by April 2018 and will undertake basic overseas screening to ensure that the GPs meet the relevant requirements. The requirements include a verification of qualifications and a good standard of English. 1st stage of interviews will be a web based interview in their own country, comprising of a panel of Medical Directors, NHS England representatives and local GPs.
- The second stage of the successful candidate's will be a face to face interview taking place in June 2018 and July 2018 in the UK. Potential candidate's will be offered a place on a taster weekend and will go through an intense process. Successful candidate's will then receive a letter; they will have seven days to reply to accept to work in the North East and join the training programme.
- Training via the Induction & Refresher programme could take between 6 -12 months from when the recruit arrives in the country. The 1st cohort could potentially be arriving in the UK in October 2018. The international GPs will choose which are in the North East to work in so it will be difficult to predict numbers for each area.

- To supplement the regional approach, and to support retention, we are establishing an 'Advisory Group' to support the International GPs and their families in our area. The group will consist of Practice Managers, GPs and representatives from the LMC. It will be an opportunity to share knowledge and expertise, and provide and suggest solutions to any issues the GPs and their families may have. We will be asking for practice managers to be part of this group as we believe that their input and knowledge will be crucial to the project being successful by ensuring a warm and friendly welcome to the area. We also know that Practice Managers have experience of welcoming international GPs. The feedback that we have received from the practices has been favourable and there has been a considerable amount of support for the project. In addition GPs who have moved from overseas and are now working in our area have offered to share their experiences to benefit and support the new GPs and the CCGs.
- We are also in the process of setting up a social group of previous International GPs who have been working in the area and have been established for some time. These GPs can also be a support mechanism for the new International GPs. If any GP's within your practice would be interested in joining this please contact Lynne.

Contact: Lynne Blackburn Direct line: 01642 263054

Email: lynne.blackburn1@nhs.net

**Draft Minutes of the NHS Hartlepool and Stockton-on-Tees Clinical Commissioning Group
Primary Care Commissioning Committee
Public**

**Held on Tuesday 16th January 2018 at 2pm
In the Board Room, Dr Piper House, Darlington**

Present

| | |
|-----------------------------|--|
| Mrs Hilary Thompson (Chair) | Lay Member – PPI (HaST CCG) |
| Mr Graeme Niven | Chief Finance Officer (HaST & Darlington CCG) |
| Ms Ali Wilson | -Chief Officer (HaST & Darlington CCG) |
| Mrs Karen Hawkins | Director of Commissioning & Transformation, (HaST CCG and Darlington) |
| Mr Andie Mackay | Lay Member – Finance (HaST and Darlington CCG) |
| Dr Nick Timlin | GP Locality Lead – Hartlepool |

In Attendance

| | |
|-----------------------|---|
| Mrs Diane Murphy | Director of Nursing and Quality (Darlington CCG) |
| Mrs Sue Greaves | Head of Commissioning & Strategy (HaST and Darlington CCG) |
| Mrs Janice Foster | Chief Executive (Cleveland LMC) |
| Dr Richard Harker | Darlington Executive GP (Darlington CCG) |
| Mrs Kelly Wilson | Primary Care Business Manager (NHSE) |
| Mrs Michelle Thompson | Lay Member – PPI (Darlington CCG) |
| Wendy Stephens | |
| Mrs Tanya Harrison | Committee Secretary (Minute Taker) |

PC/68/17 Apologies for Absence

68.1 Apologies were received from:-

Dr Andrea Jones - Chief Clinical Officer (HaST & Darlington CCG)
Ms Jean Golightly - Director of Nursing and Quality (HaST CCG)
Mrs Lynne Walton – Deputy Chief Finance Officer (HaST & Darlington CCG)
Cllr Jim Beall - Stockton-on-Tees Local Authority representative
Cllr Christopher Akers-Belcher – Hartlepool Local Authority representative
Dr Saleem Hassan - GP Stockton Locality Lead (HaST CCG)
Mrs Fleur Carney - Primary Care Commissioning Manager (NHS England)
Mr Tony Beckwith – Stockton-on-Tees Healthwatch Representative
Mrs Margaret Wrenn – Hartlepool Healthwatch Representative
Mrs Judith McGuinness - Senior Communications Officer, NECS

PC/69/17 Declaration of Interest

- 69.1 The Chair reminded the Committee attendees of their obligation to declare any interest they may have on any issues arising at the Primary Care Commissioning Committee meetings which might conflict with the business of the CCG.
- 69.2 Declarations made by members of the Committee are listed in the CCG's Register of Interests. The Register was available either via the Committee Secretary to the Governing Body or the CCG's website

Declarations of interest from today's meeting

- 69.3 There were no declarations of interest received.

PC/70/17 Pre-critique of the Primary Care Commissioning Committee meeting

- 70.1 The Chair requested that everyone had the opportunity to speak but with politeness. Committee members were requested to respect each other's opinions, challenge without being personal, and to direct all questions and comments through the Chair.

It was noted that Hartlepool and Stockton Clinical Commissioning Group was not quorate, however there were no items of business specific to Hartlepool and Stockton CCG Primary Care Commissioning Committee to discuss in isolation.

The NHS Hartlepool and Stockton-on-Tees CCG Primary Care Commissioning Committee Public meeting closed.

PC/71/17 Date and Time of Next Meeting

- 71.1 The next meeting is scheduled to take place on Tuesday 13th February at 2:00pm, venue Board Room, Billingham Health Centre, Billingham.

Signed: Date:

Mrs Hilary Thompson
Chair of the Hartlepool and Stockton Primary Care Commissioning Committee

**Draft Minutes of the NHS Darlington Clinical Commissioning Group
Primary Care Commissioning Committee
Public**

**Held on Tuesday 16th January 2018 at 2.10pm
In the Board Room, Dr Piper House, Darlington. DL3 6JL**

Present

| | |
|-------------------------|--|
| Mr Andie Mackay (Chair) | Lay Member – Finance (HaST and Darlington) |
| Ms Ali Wilson | Chief Officer (HaST & Darlington CCG) |
| Mr Graeme Niven | Chief Finance Officer (HaST & Darlington CCG) |
| Mrs Diane Murphy | Director of Nursing (Darlington CCG) |
| Mrs Karen Hawkins | Director of Commissioning & Transformation, (HaST & Darlington CCG) |

In Attendance

| | |
|-----------------------|--|
| Mrs Sue Greaves | Director of Nursing and Quality (HaST CCG) |
| Mrs Hilary Thompson | Lay Member – PPI (HaST CCG) |
| Mrs Michelle Thompson | Lay Member – PPI (Darlington CCG) |
| Dr Nick Timlin | GP Locality Lead – Hartlepool (HaST CCG) |
| Mrs Janice Foster | Chief Executive (Cleveland LMC) |
| Mrs Kelly Wilson | Primary Care Business Manager(NHSE) |
| Mrs Wendy Stephens | Primary Care Contracts Manager (NHSE) |
| Mrs Helen Raynard | Transformation Manager (NHSE) |
| Mrs Tanya Harrison | Committee Secretary (Minute Taker) |

PC/78/17 Apologies for Absence

78.1 Apologies were received from:-

Dr Andrea Jones - Chief Clinical Officer (HaST & Darlington CCG)
Ms Jean Golightly Head of Commissioning & Strategy (HaST and Darlington CCG)
Mrs Lynne Walton – Deputy Chief Finance Officer (HaST & Darlington CCG)
Dr Richard Harker – Darlington Executive GP (Darlington CCG)
Mrs Angela Galloway– Secondary Care Doctor (Darlington CCG)
Cllr Jim Beall - Stockton Borough Council
Mr Tony Beckwith – Stockton-on-Tees Healthwatch Representative
Mrs Miriam Davidson-Director of Public Health, Darlington Borough Council

PC/79/17 Declaration of Interest

79.1 The Chair reminded the Committee attendees of their obligation to declare any interest they may have on any issues arising at the Primary Care Commissioning Committee meetings which might conflict with the business of the CCG.

79.2 Declarations made by members of the Committee are listed in the CCG's Register of Interests. The Register was available either via the Committee Secretary to the Governing Body or the CCG's website

Declarations of interest from today's meeting

79.3 There were no declarations of interest received.

There were no items for discussion

PC/80/17 Post-critique of the Primary Care Commissioning Committee meeting

80.1 It was noted that there had been a good, fair discussion.

80.2 There needed to be something on the agenda front sheet stating recognition of those members who experience difficulty to get to meetings and therefore advising dial-in facilities were available. **ACTION: Mrs Tanya Harrison**

PC/81/17 Date and Time of Next Meeting

81.1 The next meeting is scheduled to take place on Tuesday 13th February at 2:00pm, venue Board Room, Billingham Health Centre, Billingham.

Signed: Date:

Mr Andie Mackay
Chair of the Darlington Primary Care Commissioning Committee