

# Primary Care Commissioning Committee meeting in public

Tuesday, 21 November, 10.40-11.20am

Solar Room, 170 Queens Gate, London, [SW7 5HF](#)



## Minutes V0.1

### Present

Name	Role/ organisation	Initials
Victoria Stark	Lay member, chair	VS
Simon Hope	Deputy Managing Director, West London CCG	SH
Katrina Mindel	Head of Primary Care Development, West London CCG	KM
Mary Mullix	Director of Nursing, Quality & Patient Safety, West London CCG	MM
Louise Proctor	Managing Director, West London CCG	LP
Dr Puvana Rajakulendran	GP member, West London CCG	PR
Nick Sodhi	Head of Primary Care Commissioning, West London CCG	NS

### In attendance

Name	Role/ organisation	Initials
Atilade Adeoye	Senior Commissioning Manager, NHS England	AA
Kate Brady	Estates project consultant, West London CCG	KB
Chris Dorrian	Management Accountant, West London CCG	CD
Kerry Doyle	Head of Corporate Services, West London CCG (minutes)	KD

### Apologies

Name	Role/ organisation	Initials
Dr Fiona Butler	GP member, West London CCG	FB
Dr Naomi Katz	GP member, West London CCG	NK
Dr Puvana Rajakulendran	GP member, West London CCG	PR

Item	Action
<b>1</b>	<b>Introduction</b>
1.1	<u>Welcome and apologies</u> The chair welcomed members and attendees to the meeting. The apologies were noted as above.
1.2	<u>Declarations of Interest</u>

# Primary Care Commissioning Committee meeting in public

Tuesday, 21 November, 10.40-11.20am

Solar Room, 170 Queens Gate, London, [SW7 5HF](#)



Item	Action
	There were no further declarations.
<b>2</b>	<b>Minutes of the previous meeting</b>
2.1	<p><u>Minutes of the meeting held on 17 October 2017</u></p> <p>The minutes were agreed to be an accurate record of the meeting, subject to an amendment to item 6.1.</p>
2.2	<p><u>Action log</u></p> <p>The Committee noted that no actions were outstanding.</p>
2.3	<u>Matters arising</u>
2.3.1	<p><u>Queens Park Health Centre/ Dr Nagarajan Retirement</u></p> <p>The Head of Corporate Services advised the Committee that the report presented to the previous meeting in public included an error, and that the report had been corrected to include the following:</p> <p><i>The Committee is asked to:</i></p> <ul style="list-style-type: none"> <li>- Note Dr Nagarajan's request to relinquish his GMS contract on 31 December 2017;</li> <li>- Approve engaging with patients and stakeholders on a proposed option to disperse the list.</li> </ul> <p>The Committee was advised that the report on the CCG website had been replaced with a new version which included the amended text.</p> <p>The Committee noted the update.</p>
<b>3</b>	<b>Strategy and commissioning</b>
3.1	<p><u>Dr Nagarajan Retirement - Queens Park Health Centre</u></p> <p>The Senior Commissioning Manager and the Head of Primary Care Commissioning presented the paper, which summarised feedback from patients about the proposals, and included a recommendation to disperse the list.</p> <p>The Committee was informed that approximately 80 patients attended a drop-in session in early November, and that their feedback had been collated and included in the report.</p> <p>Services for patients were discussed, and the Committee noted that 28 practices were within one mile of Queen's Park Health Centre. The Committee considered the potential impact on other practices in the building, and noted that the CCG team had tried to do this as part of the GP Resilience programme. It was observed that support for managing systems would be needed.</p> <p>The Committee was informed that the CCG was being asked to fund the costs for caretaking and the distribution of patient letters. The team was asked to contact other stakeholders, including the local MP, councillors and neighbouring practices.</p> <p>The Committee:</p> <ul style="list-style-type: none"> <li>- Noted and agreed the recommendation to disperse the registered list of Dr Nagarajan's practice and inform patients that they will need to register with an alternative practice;</li> <li>- Reviewed and agreed to the associated costs for caretaking and the distribution of patient</li> </ul>

# Primary Care Commissioning Committee meeting in public

Tuesday, 21 November, 10.40-11.20am

Solar Room, 170 Queens Gate, London, [SW7 5HF](#)



Item	Action
	<p>letters.</p> <p style="text-align: right;"><b>Action:</b></p> <ul style="list-style-type: none"> <li>To contact stakeholders, including the local MP, councillors and neighbouring practices about the list dispersal (AA)</li> </ul>
3.2	<p><u>Personal medical Service review: update</u></p> <p>The Deputy Managing Director gave a verbal update on progress with the review.</p> <p>The following points were outlined:</p> <ul style="list-style-type: none"> <li>- London Local Medical Committees (LMC) had given positive feedback;</li> <li>- CCGs were awaiting the outcome of the assurance process;</li> <li>- Letters would be sent to practices once the assurance process was complete;</li> <li>- A framework was being developed to support negotiations with practices and ensure transparency;</li> <li>- Tight timeframe for implementation in April 2018;</li> <li>- Some CCGs had already completed the assurance process, and others had not yet started.</li> </ul> <p>The Committee noted the update.</p>
<b>4</b>	<b>Questions from the public</b>
6.1	There were no questions.
<b>5</b>	<b>Any other business</b>
7.1	There was no other business.
<b>6</b>	<b>Date of next meeting in public</b>
	19 December 2017 – to be confirmed
<b>7</b>	<b>Future meetings</b>
	to be confirmed