

Oxfordshire Primary Care Commissioning Committee

Date of Meeting: 4 August 2020	Paper No: 7.2
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Title of Paper: Report from the Primary Care Estates Group: May and June 2020
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Paper is for: <small>(please delete tick as appropriate)</small>	Discussion		Decision		Information	✓
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Conflicts of Interest <small>(please delete tick as appropriate)</small>	
No conflict identified	✓
Conflict noted: conflicted party can participate in discussion and decision	
Conflict noted, conflicted party can participate in discussion but not decision	
Conflict noted, conflicted party can remain but not participate in discussion	
Conflicted party is excluded from discussion	

Purpose and Executive Summary: To provide the OPCCC with an update from the Primary Care Estates Group held in December 2019
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Engagement: clinical, stakeholder and public/patient: N/A

Financial Implications of Paper: Primary care estates budget 2019/20 = £11,605k (2020/21 – TBC)

Action Required: OPCCC are asked to note the update

OCCG Priorities Supported <small>(please delete tick as appropriate)</small>	
✓	Operational Delivery
✓	Transforming Health and Care
	Devolution and Integration
✓	Empowering Patients
	Engaging Communities
✓	System Leadership

Equality Analysis Outcome: N/A
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Link to Risk: AF32: There is a risk that Oxfordshire will not deliver comprehensive services if

resources (money and people) are not used optimally leading to poorer health outcomes.

AF31: There is a risk the system doesn't work effectively together requirements of the Long Term Plan won't be delivered. Implications are that we may not be able to ensure the delivery of services to meet population need & that the funding we can attract is limited.

799 – Workforce in Primary Care

789 – Primary Care estate

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Date of Paper: 28 July 2020

FINAL NOTES

Estates Meeting

19 May 2020, 08:30– 9:45

MS Teams

Present:	Catherine Mountford (CM), Director of Governance
	Julie Dandridge (JD), Deputy Director, Head of Primary Care
	Jo Cogswell (JC) Director of Transformation
	Rachel Jeacock (RJ), Lead Primary Care Manager
	Peter Redman (PR), Estates and Development Manager, Bucks & Oxon CCGs
	Dr Meenu Paul (MP), Assistant Clinical Director Quality
Apologies	Julie – Anne Howe (JAH), Locality Co-ordinator
	Gareth Kenworthy (GK), Director of Finance

		Action
1.	Declarations of Interest None.	
2.	Actions Outstanding from last meeting: None.	
3.	<p>Didcot, Wantage and Central Oxford (Northgate development), North Oxford (Summertown) – latest updates (Verbal Update):</p> <p><u>Didcot</u> Woodlands MC sent the CCG an “Outline Proposal” in April which makes the case for a new development on the S106 land to be occupied by that Practice only, justifying this with a Schedule of Accommodation that provides for new population growth and PCN staff</p> <p>PR explained that Vale District Council have now expressed an interest in becoming the Developer of the S106 land and taking the legal title of the land at Great Western Park The Council have asked for clarity as to who would be the occupier and their space requirements.</p> <p>Following discussion it was felt that more work was needed to explore</p>	

	<p>wider collaboration/system working with community service.</p> <p>It was agreed that PR and JD would discuss this and report back to the Estates Group</p> <p><u>Wantage</u></p> <p>PR has recently contacted Assura who will be making imminent contact with the DV, to obtain value for money sign off on their proposal now confirmation had been provided by the practices.</p> <p>Assura indicated they can produce a Business Case around mid June. PR to follow up</p> <p><u>Central Oxford (Northgate)</u></p> <p>PR explained that following the April Meeting, he has had a number of online meetings with Jesus College and the DV. A Paper would be produced for Finance Committee that would include (as was requested in April) an Options Appraisal on other possible sites and a justification of why a premium is needed to reflect this central location.</p> <p>PR to give feedback to the next Estates Group meeting following the Finance Committee meeting on 28 May.</p> <p><u>North Oxford (Summertown)</u></p> <p>PR confirmed that no progress has been made on the Diamond Place proposal.</p> <p>JD questioned whether OCCG can support both the Northgate proposal and Diamond Place.</p> <p>PR mentioned that a more modest and less expensive proposal for the north Oxford Practices could potentially be pursued – that is up to 750 sq m of new build space at the Wolvercote Paper Mill development (Cala Homes). The Agent has been in regular touch with PR on this matter. There has also been some recent interest from the Practice regarding Wolvercote</p> <p>It was agreed that PR, JAH and JD would discuss this potential and report back to the Group.</p>	<p>JD/pr</p> <p>PR</p> <p>PR</p> <p>PR/JD/ JAH</p>
4	<p>GP Capacity Spreadsheets (Paper 2):</p> <p>PR explained that he now produced 2 draft spreadsheets that are in that look at GP premises capacity.</p> <p>The spreadsheets also includes rental information which allows a comparison of costs both in terms of floor space or list size and would</p>	

	<p>be a useful tool to aid decision making internally.</p> <p>The Group considered these spreadsheets as a useful start. It was felt that the list sizes should be "weighted" to take into account the effect of students and then further refinement to see how the data demonstrates various capacity issues.</p>	
5	<p>Revised Estimate of Revenue Consequences for new Premises Developments (Paper 3): PR explained that this total estimate (very much a work in progress and to be continually revised as more project information comes forward) stands at an additional revenue spend of c 1.5M per annum once projects have been completed.</p> <p>It was concluded that these projects would be challenging to afford, particularly if NHS E Capital was not forthcoming. PR is to find out if there is any news on any new wave of capital from NHSE.</p>	PR
6	<p>Bicester Proposed Project (Paper 4)</p> <p>PR explained that the Practice Project meeting for Bicester was held on 14 May and during that meeting, plans (subject to Infection Control sign off) had been agreed by that group.</p> <p>PR's paper stated that the GPs had recently confirmed their method of procurement (3PD) and that following the recent agreement between the CCG and the Practices to share the exit costs, the project had recently gathered momentum. The Project was now targeting the production of a draft OBC by the end of June.</p> <p>PR also mentioned that at the recent Project Group meeting, the GPs had sought OCCG's commitment to reimburse the costs of the GP's monitoring surveyor (£27k plus VAT) and the principle (subject to competitive quotes) of the Practices' lease legal costs as well as lease SDLT costs.</p> <p>It was agreed that PR would confirm how Commissioning bodies normally treat these 3 additional items of expenditure when undertaking new development schemes, so that the CCG could decide whether to pay for these project costs.</p>	PR
7	<p>AOB: No AOB items were discussed due to lack of time</p>	
9	<p>Date of Next Meeting 16 June 2020</p>	

FINAL NOTES:

Estates Meeting

16 June 2020, 08:30– 9:45

Via MS Teams

Present:	Catherine Mountford (CM), Director of Governance
	Julie Dandridge (JD), Deputy Director, Head of Primary Care
	Gareth Kenworthy (GK), Director of Finance
	Dr Meenu Paul (MP), Assistant Clinical Director Quality
	Julie – Anne Howe (JAH), Locality Co-ordinator
	Rachel Jeacock (RJ), Lead Primary Care Manager
	Peter Redman (PR), Estates and Development Manager, Bucks & Oxon CCGs
	Carole Rainsford (CR) – Project Manager, Planned Care
	Helen Delaitre (HD) – LMC Primary Care Director
Apologies	Jo Cogswell (JC) Director of Transformation

		Action
1.	<p>Helen Delaitre, a representative from the LMC, was welcomed to the meeting</p> <p>Declarations of Interest Noted the Chair of the Oxfordshire LMC is within a Bicester practice (item 3) but not party to these discussions, where LMC is represented by HD</p>	
2.	<p>Actions Outstanding from last meeting:</p> <p>None.</p>	
3.	<p>Didcot, Wantage and Central Oxford (Northgate development), North Oxford (Summertown) – latest updates (Verbal Update):</p> <p><u>Didcot</u> PR explained that following the last meeting he had been exploring wider system collaboration with community services in relation to</p>	

	<p>services at the proposed Great Western Park development on a short to medium term basis. PR will continue to discuss this with OH.</p> <p><u>Wantage</u></p> <p>PR confirmed the action was still with Assura to seek to negotiate a VfM rent with the DV and to prepare an OBC. He will continue to chase</p> <p><u>Bicester</u></p> <p>PR stated we will be receiving the GPs draft OBC at the end of this month. A concern was raised around patient engagement over choice of site and JD confirmed that there had been a public meeting where this had been debated.</p> <p>PR reported that JC and JD had agreed that Tenant Monitoring Surveyor costs, lease legal and lease SDLT costs would be payable by the CCG, given that is the standard/normal approach taken by the CCG in similar priority developments.</p> <p><u>Central Oxford (Northgate)</u></p> <p>PR explained that the feedback from the last Finance Committee meeting on 28 May was that affordability could be an issue and requested that more work be done to demonstrate possible savings. , before a decision could be made to support. To this end, JD was looking to see if perhaps Northgate could potentially absorb some admissions and improve capacity for the ED.</p> <p>The Group recognised that whilst this information was useful, it would be difficult to translate this into any material cost savings. The Group concluded that any interim Paper to the FC should also state clearly what the consequences of the “do nothing” option were, given that one of the practices has no security of tenure.</p> <p>PR to inform the Group about the FC’s view on the Interim Paper, once known.</p> <p><u>North Oxford (Diamond Place and Wolvercote)</u></p> <p>PR confirmed that he had had an online meeting with an Oxford City Council Planner and a City Project Manager on 8 June to discuss the two North Oxford projects</p> <p>PR relayed that it would still be possible to seek the S106 Agreement (to provide 405 sq m at shell and core for a nil rent on a 125 year lease). This was because negotiations had begun within the 2 year period stipulated in the S106, albeit they were not obviously concluded. The</p>	<p>PR</p> <p>PR</p> <p>PR</p>
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	<p>Planner had advised that as she was under pressure for the CCG to make a decisions as to whether it would support the shell and core development or not.</p> <p>The meeting considered that a new branch premises at Wolvercote should not be supported because it did not provide a strategic long term solution. JD and PR to inform practice and Council</p> <p>Regarding Diamond Place, PR relayed that the Project Manager was keen to progress Diamond Place, with the plan to get an OBC to the City Council Board by the end of 2020 which would contain in principle commitments from Stakeholders as to their occupational requirements for a proposed multi use redevelopment.</p> <p>The discussion that ensued about affordability of the premises projects concluded that the PCNs should be consulted about what they would wish to see as an local Estates Strategy.</p> <p>JD to seek support from the City Clinical Director so a wider view on VfM could be taken.</p>	<p>JD/PR</p> <p>JD</p>
4	<p>Proposed GP Capacity Spreadsheet to Cherwell District Council (Paper 2):</p> <p>In response to a request from Cherwell District Council for evidence of the pressures of new housing developments on practices, JAH and PR presented some draft information.</p> <p>Across the County, there is an under-provision of space occupied by GMS services of c. 22 % when compared to 2013 NHS E space guidance. Many factors effect space requirements especially as a legacy from COVID19 and the need for social distancing and remote consultation. This together with the pressure from some of the Network additional roles means that optimum use of space needs to be revisited.</p> <p>The Group reviewed the information presented and requested some amendments. To come back to the next meeting</p>	<p>JAH/PR</p>

5	<p>Wallingford (SODC CIL project): PR explained that the Practice was close to having their planning application consented for their proposed extension and that it was the intention to make sure it was two-thirds funded by CIL monies.</p> <p>PR also explained that the Practice were being chased for their PID and revised build costs (to include VAT and fees) so that this could be presented to the Group as well as to SODC for their consent to have it as a project within their CIL Spending Strategy document</p> <p>PR to continue to chase for the GP's PID</p>	PR
6	<p>Woodstock PR explained that he had received an email from a Surveyor who acts for the Woodstock Surgery. 2 possible sites at the edge of Woodstock which were in the process of being worked up for a planning application and the views of the GPs had been sought.</p> <p>PR and JAH are due to meet with a West Oxfordshire District Council Planner on 16 June to discuss this. It was clear that Woodstock Surgery operated out of very cramped premises but such a re-location would probably not be strategic in nature. Furthermore, the effect of any new surgery would need to be considered in the light of a possible new premises to serve Kidlington following the agreement of 4,200 houses being built around the area as the 'breathe out' of Oxford city.</p> <p>It was agreed that PR and JAH would explore with the planners and whether there was any chance that such a new surgery could be delivered at little or no increase in revenue cost to the CCG..</p>	PR/JAH
7	<p>AOB: GP sub-letting at St Bartholomew's Practice - PR explained briefly that he was in a discussion with the PM at St Bartholomew's Medical Centre in Cowley regarding the amount of licence fee proposed OH's out of hours (OoH) service. Progress to be provided at the next meeting</p> <p>No other AOB matters were discussed.</p>	PR
9	<p>Date of Next Meeting 21 July 2020</p>	