



Salford and Trafford Local Medical Committee
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**Minutes of the Trafford Sub-committee
held on Wednesday 16th Jan 2014 at Sam Platts, Old Trafford**

PRESENT:

EXECUTIVE MEMBERS

Dr Iain Maclean (IM) (Chair)
Dr Colin Kelman (CK)

MEMBERS

Dr Aarya Prabhakaran (AP)
Dr Amabel Freeman (AF)

CO-OPTED MEMBERS & OBSERVERS

Mrs Deborah Darlington (DD) rep
Trafford PM's North
Mr Christian Booth (CB) rep
Trafford PM's South
Ms Andrea Ferguson (AF)
Mastercall
Mr Jason Swift (JS) (CCG)
Mr Rob Bellingham (RB) NHS
England

IN ATTENDANCE

Mrs V Simenoff (VS)
Mrs K Rowlands (KR)

APOLOGIES

Dr Nigel Guest
Dr Colin Westwood
Ms Gina Lawrence

AGENDA - PART A

Dr Maclean (IM) opened the meeting by introducing Dr Aarya Probhakaran (AP) Dr Probhakaran had recently been elected as a member of the LMC. He also informed members of Dr Westwood's resignation due to personal circumstances and thanked him for his contribution over the years.

1. Declaration of interest

None declared

2. Review of Actions from the last meeting

No	Subject	Action	Who
1	The LMC requested that the proposed cut off date for submission of claims was moved from the 5 th of the month to the 10 th	(KT) felt this was acceptable and agreed to discuss with Debbie Blackburn from Salford also – Action (KT) Update – Done. Action closed. Discussion continued in the meeting regarding the level of confusion that remained over the cut off date. The LMC had previously received assurances that this had been agreed as the 10th however the LMC had since been advised that it was still the 5th. The LMC were concerned that practices were now disadvantaged and ran the risk of not getting paid. After a lengthy discussion around this and other remaining problems with payments it was agreed to get specific examples and meet with SBS. Jason Swift (JS) took this action on behalf of the CCG.	
2	The CCG had recruited 10/12 GP's to work with them and a list of who they were would be distributed	Action carried forward from Nov GL to forward the list to the LMC. Update, now received LMC to forward. Action closed	GL
3	Enhanced services post payment verification process.	(KT) noted the request for amendments suggested in Nov meeting and agreed to put the proposals forward. Update: Done – Action closed	
4.	Premises Discussion regarding issues surrounding premises and the investment needed	(GL) asked if this could be added to next months agenda as a discussion between the CCG and Area team was planned for the future. Update: Agenda item 5 on this agenda – Action closed -	LMC
5	Contact numbers in case of a disaster. (RB) informed members that Laura Browse was working on a manageable system and he would feedback once this was agreed	Feedback to the LMC Update: (RB) said this had gone out to practices on the 9 th Dec and brought along a hard copy to the meeting. Action closed	RB
6	Risk profiling and care management scheme – DES practices would still need to review the same number of patients (approx 40) in a shorter period of time, due to the late start,	Statement added to the supplementary information to say that the CCG would be flexible if practices were struggling Update: Jason Swift (JS) confirmed this had been done. Action closed.	GL
7	Walk in centre	Update to be provided in Jan meeting – add to agenda Update – added, Action closed	LMC

3. Area team update

Rob Bellingham gave the following update

He began by thanking the LMC and CCG for involvement in the work arising from the recent CQC report.

Prime Minister's Challenge Fund

This had been published. (RB) said that they Area team were keen to ensure that everyone was aware of the potential for available monies and that this was being driven centrally. He added that the Area team do not sign off bids but are keen to add their support to bids that are linked into the Gtr Mcr strategy.

Primary Care Strategy

The Out of Hospital (OOH) Standards had been discussed with the Association of Gtr Mcr LMC's and were ready to be signed off. Vivienne Simenoff (VS) asked if any detail was available as the LMC felt that there could be a big impact on practices. She said it would be helpful to understand what proposals were being put forward to ensure how the standards would be achieved (RB) said that the OOH standards would measure achievement of the overall strategy, which was wider than Primary Care. He said that work was still to be done to finalise how the measures would be delivered. He agreed to bring the implementation plan to either the Feb or March LMC subcommittee meeting dependant on the progress made.

FHS

A letter would be sent out shortly that would describe the future process. An update would go to the NHS England board for 24th Jan. Staff consultations were continuing.

Workforce planning

(RB) gave the background to the recent letter that went out to practices requesting workforce data. He said that there was a clear message that in order to achieve the overall strategy, resource and estates were key. He added that the work had been done with Health Education North West (HENW) to best understand how information could be collected.

(VS) re-iterated the LMC's support for this piece of work and agreed that it was important that the information was received. However it was noted that there remained concern from practices that this data could be used to manage performance. (VS) said that it was likely that those practices that had gaps were the very practices that needed support. She added that there had been conflicting messages as to what would be done with the information if poor performance was highlighted. The LMC had suggested that if a practice still had concerns that they could send the data to the LMC who would forward the data anonymously. It was also understood from HENW that information could be shared with the CCG anonymously but it was understood that the detail was needed if the project was to succeed.

Discussion ensued around data already being available through various sources such as the practice census and the time involved preparing new information. It was noted that the information may have been provided previously but it may not all be in one place. It was also noted that in order for this piece of work to be successful it was important to get a good response.

The LMC agreed to write out to practices noting their understanding of the rationale and to encourage practices to forward the information required. It was noted that the LMC would receive the information for any practices that had concerns and forward on to HENW anonymously.

4. Council Update

There was no-one at the meeting and therefore no update was given. The LMC had invited Christine Warner to attend future meetings. It was the LMC's understanding that Christine had taken on a provider role as Joanne Willmott had now left the council.

5. Trafford CCG update inc walk in centre

Andrea Ferguson (AF) gave an update on the current contractual arrangements with regards to the walk in centre and Out of Hours (OOH) contracts.

Trafford CCG hold the current contract for OOH service and have recently extended the contract for 12 months, to 30th September 2015, pending a revised service specification and a procurement process during 2014/2015.

NHS England hold the contract for the walk in centre and the GP practice contained within it. The contract expires on the 30th Sept 2014 and Mastercall are waiting for further clarification with regards to the future of the contract and the potential split of the contract which will see NHS England retain responsibility for the practice and the walk in centre becoming commissioning responsibility of the CCG.

(AF) said that there had been the highest numbers ever recorded who attended the walk in centre over Xmas. She said that there had been no obvious reason for the increase.

Jason Swift (JS) provided the following update from the CCG:

Prime Ministers Challenge Fund

Communication had gone out to providers. There was an opportunity to bid for monies to push forward the changes needed in Sale and a support was being offered to put forward successful bids that would link in with extended access.

CQC

CQC protocols were to be shared with practices via the CCG website. The public facing part of the website was now complete and part 2 would be available soon. This would be a member's only part of the website. The LMC requested future access which was agreed.

Deflection Scheme

This had now been implemented although very few patients were coming from the hospital. Therefore the need to implement the scheme had been challenged and it would appear the issue was not as great as originally feared. The CCG thanked the LMC for their assistance in circulating the message to practices.

Refugees

104 asylum seekers had arrived and been placed in Trafford with only 48hrs notice. Mastercall provided interim support at very short notice and the CCG's thanks were noted. It was understood they will be relocated by the 4th Feb.

6. Premises

(RB) confirmed that this was a priority and the LMC offered their assistance when prioritizing requests that had been put forward by practices.

7. Healthier Together

No further discussion was had in the meeting.

8. Back ups of patient documentation

An issue had been raised by a practice whereby patient documentation had not been backed up. This practice had moved to Emis Web which meant back up tapes were not collected as Emis Web backs up online. However patient documentation and other surgery documents were held on Docman and a shared drive. The PCT used to pay for this data to be backed up but it would seem that this ceased after March 2014 and no further agreement had been reached. This had been raised nationally by the LMC and a response was awaited. (JS) also agreed to raise this with the IMT group. **Action (JS)**

AOB

None raised.

Trafford Subcommittee – 2014 Meeting dates
1.00-2.30pm, preceded by a buffet from 12.30pm. Held at Sam Platts, Trafford Wharf Road, Old Trafford M17 1EN
Wednesday Feb 12th
Wednesday March 12th
Wednesday April 16th
Wednesday May 21st
Wednesday June 11th
Wednesday July 16th
No meeting in August
Wednesday Sept 10th
Wednesday Oct 15th
Wednesday Nov 12th
Monday December 8 th evening JOINT FOR MEMBERS OF BOTH SALFORD AND TRAFFORD SUBCOMMITTEES, AND ANNUAL GENERAL MEETING In Sam Platts, Trafford Wharf Road, Old Trafford, M17 1EX

DATE OF NEXT MEETINGS