



Salford and Trafford Local Medical Committee
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**Minutes of the Trafford Sub-committee
held on Wednesday 12th Feb 2014 at Sam Platts, Old Trafford**

PRESENT:

EXECUTIVE MEMBERS

Dr Iain Maclean (IM) (Chair)

MEMBERS

Dr Joe Chandy (JC)

Dr Amabel Freeman (AF)

CO-OPTED MEMBERS & OBSERVERS

Mrs Deborah Darlington (DD) rep
Pm's Trafford North

Mr Christian Booth (CB) rep PM's
Trafford South

Ms Alison Overton (AO) PM

Ms Kylie Thornton (KT) Trafford
Council

IN ATTENDANCE

Mrs Vivienne Simenoff

Mrs Kerrie Rowlands

APOLOGIES

Dr Colin Kelman

Dr Aarya Probhakaran

Ms Andrea Ferguson

Ms Michaela Buck

Dr Nigel Guest

AGENDA - PART A

1. Declaration of interest

None

2. Approval of last month's minutes

Minutes had been sent out prior to the meeting and included with the agenda. Members were asked for any further comment. Kylie Thornton (KT) referred to Review of Actions, action number 1, Jan draft minutes.

She confirmed that for Trafford Council enhanced services the submission date for claims was the 10th of the month. (KT) also added that a guide was being produced to help practices understand which services the Local Authority and the CCG were responsible for. She said it would include contact details, the escalation process etc.

No further comment was made and the minutes were approved.

3. Review of actions from the last meeting

No	Subject	Action	Who
1	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 Update 12/2/204 – (JS) wasn't at the meeting so this action will be carried forward to next month	(JS)

4. Area Team Update

Unfortunately no-one from the Area Team had been able to attend the meeting and therefore no update was given.

Vivienne Simenoff (VS) said that the LMC's understood that bids concerning premises had come in however it was thought that they did not contain all the information the Area team needed to determine which would be successful. It was not clear what action would be taken next and the LMC hoped that a further update would be given in next months meeting.

5. Primary Care Support – Consultation on changes

NHS England is changing the way Primary Care Support Services are provided across England. A letter 'Transforming Primary Care Support (PCS) Services' had been sent out to Greater Manchester stakeholders and a copy had been included with the agenda. The letter was noted in the meeting and comments invited.

(VS) Highlighted the importance of financial support and the difficulties practices had already faced with delayed payments. She also noted the risk of lost local knowledge when staff moved. It was agreed by all that the LMC should highlight their concerns. **Action LMC**

6. Trafford CCG update

No one was available in the meeting to give an update. (After the meeting it was advised that both Gina Lawrence and Jason Swift had tried to gain access but the door had been barred due to exceptional high winds – (apologies had been sent to them).

7. Council Update

Kylie Thornton (KT) gave the following update:

Trafford Sub Committee Meeting attendance would be split between herself and another colleague going forward.

Enhanced Offers – work was being done to review all current specifications and where necessary new ones would be drafted. She said that there would be a status quo for 2014/15 financial year. The aim was to have a standardised approach across Salford & Trafford.

Public health contracts would be looked at and revised when appropriate. There may be some alterations to pricing. (KT) noted that they were also working with the LPC. (VS) asked if Enhanced Services could be added to next months agenda. (KT) agreed and said she would bring along Jessica Taati to give members a short update. **Action: LMC to add to March agenda.** There was also mention of potential themed forums around enhanced services in the future.

(KT) went on to say that an end of year reminder of cut off dates would be sent out and that payments from April this year would be honored.

(VS) Raised an issue with PPV visits and the documentation practices were being asked to provide. The LMC understood that this fell outside what had already been agreed i.e. practices would only have to provide a signed declaration stating that all documentation was present. (KT) said that she believed these instances of this were minimal and that they would make sure this didn't happen in the future.

8. Healthier Together

A document entitled 'Out of Hospital standards' was handed out in the meeting for reference. It was the LMC's understanding that these standards, now called 'Community Based Care Standards' had been signed off by the Greater Manchester Associations of CCG's which included the council. Discussion ensued surrounding the measurement and delivery of such standards and concerns around raising patient expectation. 9. Conference motions

The LMC had started work on putting together motions for this year's conference. (VS) Read through the list so far. Comments were invited and amendments made.

10. Practice payments

This was discussed in last months meeting and members were reminded of the issues that had occurred (see review of actions) Jason Swift had taken an action to look into this and an update was awaited.

AOB

None

DATE OF NEXT MEETINGS

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 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