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## The Minutes of the Worcestershire Local Medical Committee Ltd held on Thursday, 12<sup>TH</sup> October 2017 at 7.30pm at The Charles Hastings Medical Centre, Worcester.

### OPEN MEETING

**PRESENT:** Dr P Bunyan, Dr G Farmer, Dr K Hollier, Dr R Kinsman, Dr G Moore, Dr S Morton, Dr J O'Driscoll, Dr S Parkinson, Dr S Pike, Dr D Pryke, Dr J Rankin, Dr J Rayner, Dr C Whyte, Dr M Venables, Dr L Stepien, Dr M Jordan, Dr R Fanous, Dr R Dhuck, Dr E Shantsila, Helen Garfield, Amy Louvaine, Lisa Luke, Lisa Siembab, Dr V Holly (observing)

- 1. APOLOGIES:** Lynda Dando, Carl Ellson, Dr B Fisher, Dr H Ray, Dr I Haines, Dr M Davis, Dr D Herold, Dr Kapadia,
- 2. FORMAL APPROVAL OF THE MINUTES OF THE MEETING HELD ON THE 7<sup>TH</sup> SEPTEMBER 2017**
- 3. MEMBERSHIP** – The Chairman welcomed Dr Eduard Shantsila, from the North VTS to the Committee who share will be sharing this role with Dr Alexis Macherianakis. The Chairman also welcomed Dr Rafik Fanous to the Committee as the Salaried Representative for Wyre Forest.
- 4. CCGs** – Lynda Dando and Dr Carl Ellson both sent their apologies.

**PMS Monies** – The Secretary updated that the suggestions made by practices for the spend of the remaining PMS Monies for South Worcestershire have been forwarded to Lynda Dando. This may be the 75p that is being spent on the proposed Urgent Visiting Scheme, where this money still exists. Lynda Dando also tabled an update. The Secretary ran through the list of suggestions.

**Action:** The Secretary to clarify regarding the PMS Monies actual spend

**Resilience Team** – the Secretary updated on the funding from the CCG to set up a peer support programme. The LMC are holding £15,000 on behalf of the CCG and there is an additional £38,000 being held at CCG level that is reoccurring. LMC

Officers recently attending a workshop where BSOL (Birmingham and Solihull CCGs) came and presented their scheme to those that expressed an interest in being part of the Resilience Team. The Secretary ran through the BSOL model that is light on bureaucracy, however, they do have a significant budget attached to their scheme. They have dealt with practice closures where large sums of money were provided for interim support scheme. The Secretary asked for assurance from the CCG that there is a budget attached to the proposed scheme. Confirmation of this is still awaited.

**Estate Review Process** – The Deputy Secretary attended a workshop that the CCG held to launch a new tool to assess for estate management. She circulated the slides from the workshop. This is to plan for the future and the CCG are identifying money to attach to this and considering whether they might be able to use Section 106 monies or a levy. Dr Pryke raised if this should be a NHSE or a CCG issue as this was offered to his practice and was then refused by the NHS England. The Secretary responded that as our CCGs have devolved power it is now their responsibility to respond to these issues. Communication between the planning department and CCG has been poor and this needs to be addressed in future with a named contact for correspondence at the CCG.

**Action:**                    **The Secretary to include a newsletter article for practices to request they notify the LMC of significant developments so that these can be raised with the CCGs**

**The Secretary to arrange a discussion with the contact from the LA**

**Prescribing Policies** – The Secretary updated on the new prescribing policies recently introduced by the CCG. The LMC have responded including all the feedback received from Committee Members. Dr Anthony Kelly has suggested the LMC write a joint letter and this is now been forwarded to all members as a draft. Dr Kelly has asked for the bullet point on breach notices within the draft letter to be removed. There is a national consultation on prescribing at present. Dr C Whyte commented that Consultants at the Trust need to be made aware of the cost of the drugs they are recommending as often they are not aware there is a cheaper alternative.

**Action:**                    **The Secretary to update once a CCG response is received**

**5. HEALTH AND CARE TRUST** – Dr Andy Sant sent his apologies. Dr C Whyte commented on the safeguarding form that GPs have to complete when they are raising a concern. The Secretary updated that the LMC negotiated with the Trust on this form and it has been dramatically reduced. Dr Whyte commented that they are insisting it comes from a GP email address and the Secretary agreed to escalate this.

**Action:**                    **The Secretary to escalate issue re email addresses for referrals**

Dr R Kinsman queried whether we can charge a fee for producing the proforma. The Secretary updated that if practices are producing a report they can charge a fee for this and the invoice should be sent to the CCG. Dr G Moore queried whether GPs can also claim for attending a serious case review and the Secretary confirmed that they can and again the CCG should be invoiced for this work. Helen Garfield commented that practices need a name for these invoices otherwise they will not be accepted.

**Action: Lisa Siembab to establish a contact name for collaborative payments**

6. **STP** – the Chairman updated that the STP for Worcestershire and Herefordshire is rated quite highly nationally. There an increasing push for change and there have been two meetings held recently. One on workforce where there was discussion on how we can meet the demand for more GPs and looking at the mix of professionals within primary care. There is also a drive to move towards an at scale offer. The second meeting today was to discuss primary care homes and what that might look like.

**Action: The Secretary agreed to share the workforce figures with the Committee**

7. **Worcestershire Acute Hospitals Trust - Missing notes** – the Secretary updated that the next cohort should be coming out to practices at the moment. There have been 11 cases identified with potential harm and 1 with potential for significant harm. The Secretary also updated that the numbers of letters being sent do not match the numbers previously communicated, nor the spreadsheets.

## 8. **REGULAR ITEMS**

- a. **NHS England AT** – nothing to report
- b. **Public Health/County Council** – The Secretary updated that they have contributed £100,000 to the Social Prescribing Scheme.
- c. **Federations**
  - NW Healthcare** – nothing to report
  - SW Healthcare** – Dr G Moore updated that they are holding a merger meeting on Tuesday 17<sup>th</sup> October 2017 at County Hall
  - Wyre Forest Health Partnership** – nothing to report
- d. **Education** – nothing to report
- e. **LWAB (Local Workforce Action Board, formerly LETC)** –
- f. **Dispensing** – Dr J Rankin updated that he is attending the last working group on Tuesday 17<sup>th</sup> October 2017. He asked for something to be included in the next newsletter as the dispensing fees for both Pharmacies and dispensing GPs is being reduced by 4% because it is finite budget and there is increased dispensing.
- g. **Out of Hours / NHS 111** – Dr E Penny sent her apologies and provided an update via email that was tabled.
- h. **Non-Principals Group** – nothing to report

- i. **Registrars** – nothing to report
- j. **P.M. Groups** – nothing to report
- k. **Administration** – The Secretary updated that Lisa Siembab will undertake a detailed review of the financial position of the Committee for the next financial year.
- l. **Workload – nothing to report**
- m. **PAG** – The Deputy Secretary updated that there were no Worcestershire GP cases at the last meeting.

## 9. **MATTERS ARISING**

### **Minute 5/854: Social Prescribing Scheme**

The Secretary updated that at the last meeting, which was approximately 2 weeks ago, the group received 14 expressions of interest from practices to take part in the scheme. The Secretary requested that this is piloted with a small number of practices who would be appropriately resourced. The LMC is awaiting a decision on this. The County Council are populating a database in preparation.

## 10. **COMMITTEES**

- a) **GPC** – The Secretary updated that the next meeting is in a few weeks and Jeremy Hunt MP was on the news this morning updating that there will be a £20,000 golden hello for practices in rural areas and specific parts of the coast. Indemnity was also covered and there is to be a national indemnity scheme. GPC have been exploring a number of options for this.

The Secretary updated on a proposed event with the Chair of GPC, Dr Richard Vautrey on 5<sup>th</sup> December with colleagues from Warwickshire, Coventry, Herefordshire and Worcestershire. The format will be a networking session with light refreshments following by a speech from Richard and then a Q&A session. More to follow once the date has been firmed up.

- b) **GPC News** – nothing to report

## 11. **NEW ITEMS**

### **Minute: 5/854 EMISweb DTS Interchange Errors**

The Secretary updated on a Wyre Forest issue where a practice were having problems with EMIS and the updates it sends. There were issues with path links. Fortunately, this was an isolated case. Dr G Moore raised an unrelated issue with the Trust and ICE results, whereby the IT failed and there was no-one available to resolve the problem. The Secretary agreed to escalate this again.

**Action: The Secretary to escalate issues with ICE results with the Acute Trust**

**Minute: 8/853 Primary/Secondary Interface**

The Secretary commented that there was nothing to update on this.

**Minute: 8/856 eReferrals**

The Secretary updated that there is a target of 100% eReferrals being reported by the Trust but this is not the case. This has been raised with GPC.

**Minute: 8/857 NHSE Peer Review Consultation for individuals**

The Secretary updated that the Promoting Clinical Excellence Scheme in Worcestershire was being rolled out nationally by NHSE. However, this was discussed at GPC and NHS England have now said it will not be compulsory (letter from NHSE to all GPs).

**Minute: 5/858 Dr Vautrey Meeting**

See above.

**Minute: 5/859 Urgent Visiting Service**

The Secretary updated on this Scheme that has been shared with the LMC. The LMC had not been consulted on this although winter pressures was a suggestion on the PMS Monies spend for South Worcestershire. Officers have collated all the responses and draft letter has been forwarded to the Committee for comments. The Chairman would like the word change from failing to struggling. The Secretary ran through the comments. The Wyre Forest Health Partnership are in favour as they already have a scheme in place. This was also discussed at the Redditch and Bromsgrove Forum. The Secretary will forward the letter as the LMC response with the word change

**Action The Secretary to send the letter as the LMC response**

12. **ITEMS B – Receive - Circulated**
13. **ITEMS C – For discussion**
14. **ANY OTHER BUSINESS**

**Date of the Next Meeting –** The Secretary reminded the committee that the date of the next meeting is Wednesday 8<sup>th</sup> November 2017.

**GPFV Meeting** – The Secretary updated that on Tuesday 7<sup>th</sup> November 1pm-6pm at the Pear Tree will be the next GPFV Meeting hosted by the CCG to update on what GPs have done so far, what worked and how we promote this with other practices. Dr G Moore asked if this is funded? The Secretary agreed to suggest this.

**Action:                                 The Secretary to raise backfill with the CCG for this event**

### **CLOSED MEETING**

The Chairman closed the meeting at 9:30 pm