

**East Lancashire
Clinical Commissioning Group**

**Meeting of the Pendle Locality
Steering Group**

MINUTES

Thursday 16th April 2015, 12.30pm – 2.30pm
Meeting Room1, Walshaw House

Present:-

Chair: Dr Stuart Berry

Minutes: Julie McDonald

Dr Stuart Berry	SB	Pendle Locality GP Lead	Reedyford Health Care
Jackie Brockman	JB	Practice Nurse	Whitefield Health Care
Cath Coughlan	CC	Pendle Locality Manager	NHS East Lancashire CCG
Julie McDonald	JM	Pendle Locality Support Officer	NHS East Lancashire CCG
Helen Hedges	HH	Pendle Patient Representative	Chair of Critical Friends
Dr Robert Philips	RP	General Practitioner	Colne Corner Surgery
Dr Catja Schmitgen	CS	General Practitioner	Whitefield Health Care
Mary Thomas	MT	Pendle Patient Representative	Critical Friends
Nigat Sultana	NS	Practice Manager	Whitefield Health Care
Kathryn Clarkson	KS	Practice Nurse	Reedyford Health Care

Min No:		ACTION BY
1.0	Apologies Apologies received from Philip Mousdale, Kirsty Hollis, Dr. Sheila Jackson and Dr. Farnaz Arshid	
2.0	Welcome & Introductions SB welcomed Julie McDonald to the Locality.	
3.0	Governance <u>3.01 Declaration of Interest</u> Declaration of interest no 8 on Agenda – all GPs <u>3.02 Quoracy</u> The meeting was quorate.	
4.0	Minutes of the meeting held on 12th February 2015 The minutes of the meeting were received as an accurate record.	
5.0	Matters Arising: <ul style="list-style-type: none"> • 15.07.02 – Up and Active Programme High numbers of participants have been recorded (155). It was noted that information has been passed to practices. <p style="text-align: center;">Action CC to sort posters/promotional information to hand to practices.</p> <ul style="list-style-type: none"> • 15.08.02 – Dementia Booklet (5th version) Planning for your Advanced Care – CCG to give to patients who present with Dementia/End of Life. HH commented that the Critical Friends Group felt that the title of the booklet was too depressing and the photos did not represent demographics of this area. CC noted that the leaflet has been circulated to practices for consultation 	CC

	<p>and feedback. HH said it had been suggested that this booklet could if presented correctly be used for a number of conditions to aid people later in life.</p> <ul style="list-style-type: none"> 15.11 Training for Health Care Assistants CC raised the issue with the Medicines Management Team. They were not aware that any staff were told that it wasn't appropriate for them to be at the training, they said they had tried to be inclusive and they apologised if anyone had been offended. 	
6.0	<p>Finance Report: SB circulated the Month 11 finance report which shows the figures until the end of February 2015 and forecast outturn to 31 March 2015. The CCG are on target to deliver all financial duties with a surplus of £12.7 million and QIPP of £9 million.</p> <p>It was noted that ELHT continues to perform above plan and is forecast to show as a significant overspend at year-end, which relates to non-elective care and admissions and high cost drugs.</p>	
7.0	<p>CCG Corporate Update</p> <p>7.01 Chief Clinical Officer's Report SB led the Group through the Chief Clinical Officers report which provides an update on both strategic and operation issues of interest to Governing Body members. Of particular note:</p> <p>7.01.1 ELHT A&E Targets ELHT had breached A & E targets - failed to see and treat patients within 4 hours. It was noted that although the overall target wasn't met, it is worth noting that ELHT did not have any 12 hour breaches over the year nor did they declare a major incident over the December/January period of severe stress unlike other Trusts. It is also noted that when they started to recover this happened more quickly than other Trusts. So although there were negatives there were positives as well.</p> <p>7.01.2 – Dementia East Lancashire has achieved the 67% target relating to diagnosing patients with dementia. Also reduced waiting times down from 20 weeks to 4 weeks. CCG is committed to ensuring that there is robust post-diagnostic support for people with dementia and their carers and it is being integrated into the Neighbourhood model based around 5 Neighbourhood Teams.</p> <p>Relating to the above CC advised that that the Memory Assessment Service (MAS) is operational in Pendle and are holding two clinics per week in the Fairmore Practice, Leeds Road, Nelson. Discussions continue to deliver a service at Colne Health Centre. It was noted that review is being undertaken regarding the services currently being offered on the ground floor and it is hopeful that there will be two rooms available that the MAS team can utilise.</p> <p>Action: CC will obtain information regarding Carers for Dementia patients around the 5 pillars.</p> <p>7.01.03 Healthier Lancashire Programme It was noted that Dr Mike Ions has taken on the role of Chair for Healthier Lancashire Programme. SB reported that there are different work streams</p>	CC

	<p>contained within the Healthier Lancashire Plan, a lot of it is around how to make better use of technology, self-help/self-care and management. One of particular note is around the installation of Wi-Fi in Health Centre/Practice buildings. NS queried where monies were coming from as Stephen Lord from I.T. had informed Practice Managers that IT monies were coming nationally. Unsure if the money from Healthier Lancashire goes to I.T. or is it being duplicated?</p> <p>Action : CC to ask Mike Ions to do presentation or paper for next meeting and to receive clarity on funding streams for IT initiatives</p>	CC
8.0	<p>Freed up Resources (FUR) Scheme</p> <p>CC shared a summary of the FUR scheme for 2014/15 was shared with the group for information.</p> <p>Practice payments have been calculated and will be shared with practice shortly.</p>	
9.0	<p>Telemedicine Update</p> <p>CC updated the group on the work ongoing with the Telemedicine hub at Airedale NHS Trust. It was noted that ELCCG have commissioned 50 tablet devices to be installed in Nursing and Residential Homes across East Lancashire.</p> <p>In addition to the devices in the care homes, it was noted that Pendle practices were also utilising the Telemedicine Hub to triage GP visit calls from the Nursing and Residential homes attached to Pendle practices. NS advised that since the service had been set up (01 April 2015) the practice has seen in a reduction in calls to the surgery and the number of visits required. This has been echoed in other practices too.</p> <p>CC advised that feedback is being requested so that any problems can be ironed out and make the service stronger so good or bad feedback is being requested.</p> <p>It was noted that Airedale NHS Trust will be visited on 27/28 April 2015 by the Vanguard Team. It was highlighted that this is an exciting opportunity for the CCG as a key partner to support the Trust to enhance health in care homes across health economies.</p>	
10.0	<p>Update on Patient Participation</p> <p>10.1 Patient Participation Update</p> <p>MT advised that Pendle East Network held their first meeting on the 15th April 2015, with 9 people in attendance. It was agreed that the group would meet on a quarterly basis. Future topics for discussion are:</p> <ul style="list-style-type: none"> • Customer Care • Colne Health Centre • Treatment Room Services • Integrated Neighbourhood Teams <p>HH reported that she is still trying to pull a group together with representation from Pendle West practices. Support from Pendle West practices was requested.</p> <p>It was also noted that HH is going in to talk to Health and Social Care Students at Nelson and Colne College at end of May, and is hopeful that the Advanced</p>	

	<p>Paramedic based in Pendle (Gary Organ) will support her, as he is interested in getting involved.</p> <p>10.2 Due North HH brought the above document to the Groups attention. It was noted that the document should be discussed at the Pendle Data Group Meeting.</p> <p>Action: JM to place on next Data Group agenda.</p>	JM
11.	<p>Any Other Business</p> <p>11.1 Update on Visit to Wigan CCG- INT RP gave update on his recent visit to Wigan CCG along with colleagues from EL CCG to look at how Wigan has implemented INTs in their area. It was noted that the Ribblesdale locality are already using a similar model so Pendle need to look at this and see how we can go forward with this</p> <p>A full report of the Wigan visit will be circulated shortly. Action: JM to add to Steering Group agenda for information.</p> <p>A discussion was held with regard to how Pendle can learn from Wigan and it was agreed that at the next Pendle INT Project Board Meeting a suggestion to will be made to mirror Wigan's model.</p> <p>CC updated the group on the procurement of a new community IT system within ELHT. It was agreed that whichever system the hospital procure it is vital that the interface enables people to look at their records within primary care, community nursing and the hospital.</p> <p>11.1 Lancashire Homecare Charter Place on next Steering Group agenda for discussion. Action add to next Agenda CC/JM</p>	JM CC/JM
12.	<p>Items for Risk Register No items to report.</p>	
13.	<p>Date, Time & Venue of Next Meeting Thursday 11th June 2015, 12.30pm – 2.30pm, Meeting Room 1, Walshaw House</p>	
<p>Minutes approved by XX/XX.XX.XX</p>		