

## NHS EL CCG Primary Care Committee

Minutes of the meeting held on Wednesday, 8 August 2018  
2:30 – 4:00, Meeting Room 1, Walshaw House

### PRESENT:

Naz Zaman	Lay Member - Equality & Inclusion: Chair
Kirsty Hollis	Chief Finance Officer
Sharon Martin	Director of Performance & Delivery
Dr Tom Mackenzie	GP Locality Lead
Michelle Pilling	Lay Member - Quality & Patient Engagement/Deputy Lay Chair
David Swift	Lay Member - Governance
Mark Youlton	Chief Officer
Dr Aliya Bhat	GP, Hyndburn Locality
Melanie Rawes	Practice Manager Representative

### In Attendance:

Lisa Cunliffe	Primary Care Development Manager
Jackie Forshaw	NHSE
Catherine Wright	Primary Care Quality Lead
Alex Walker	Director of Commissioning (Interim)
Kathryn Lord	Director of Quality and Nursing (Interim)
Elizabeth Fleming	Head of Urgent and Emergency Care (Interim)
Emma Slater	Community Services Commissioning Officer (Interim)

Min Ref:		ACTION
18:156	<b>Welcome &amp; Chairs Update</b>  The Chair welcomed all members to the meeting.	
18:157	<b>Apologies</b>  Apologies were received from Debra Atkinson, Jackie Hanson, Sarah Danson, Sarah Bloy and Peter Higgins	
18:158	<b>Governance</b> <ul style="list-style-type: none"> <li>▪ <b>Declarations of Interest:</b> There were no additional declarations of interest to note.</li> <li>▪ <b>Quoracy:</b> The meeting was quorate [5 members required]</li> </ul>	
18:159	<b>Minutes of the meeting held on 11 July 2018</b>  The minutes of the meeting held on 11 July 2018 were approved as an accurate record.	

<p><b>18:160</b></p>	<p><b>Action Matrix</b></p> <p>The Action Matrix was presented and updated as follows:</p> <p><b>17.136: Memorandum of Understanding</b> At the last meeting SM requested CW meet with JF from NHS E to discuss issues and provide an update for this meeting. Due to diary clashes, they have been unable to set a mutually convenient time to meet and they will re-schedule. An update will be provided to the September meeting.</p> <p><b>17.170: Patient Online</b> The updated report is to be circulated to Practices.</p>	<p><b>JF</b></p> <p><b>LC</b></p>
<p><b>18:161</b></p>	<p><b>Matters Arising</b></p> <p>There were no matters arising.</p>	
<p><b>18:162</b></p>	<p><b>Respiratory Training Evaluation</b></p> <p>Elizabeth Fleming (EF) and Emma Slater (ES) presented members with a report providing an evaluation of two training programmes that East Lancashire Clinical Commissioning Group has commissioned using Health Education North West (HENW) funding for primary care colleagues.</p> <p>Based on findings from a spirometry survey undertaken, a Royal College of General Practitioners (RCGP) accredited spirometry training package was commissioned from the Primary Care Respiratory Training Centre (PCRTC). This training was funded by part of the Health Education North West allocation for 2015/2016. The CCG used the 2017/2018 Health Education North West allocation to fund RCGP accredited clinical assessment and management of asthma and clinical assessment and management of COPD training.</p> <p>The following training has been delivered to Primary Care colleagues:</p> <ul style="list-style-type: none"> <li>- Practical spirometry training for General Practice</li> <li>- Practical spirometry training for General Practice e-learning modules</li> <li>- Practical spirometry Interpretation for Primary Care Handbook</li> <li>- Clinical Assessment and Management of Asthma</li> <li>- Clinical Assessment and Management of COPD</li> </ul> <p>89% of GP Practices have accessed some kind of respiratory training provided. The sessions have shown to be a success in terms of attendance and feedback from the evaluation forms. The training has identified that further training is required for Primary Care Colleagues on Paediatric Asthma which is being progressed by Paediatric Commissioners. Further to discussion the following points were noted:</p> <ul style="list-style-type: none"> <li>- LC advised that the Paediatric team can look at this on a rolling programme with HENW funding.</li> <li>- Paediatric Commissioners will look at this as part of the Quality Framework.</li> <li>- JF queried if there was any potential for evaluation on attendance at Secondary Care. EF responded that the data dashboard within the Quality Framework contains that information</li> <li>- ES commented that a small number of Practices had not accessed any</li> </ul>	

	<p>of the training. JF advised that the Practice Resilience Programme team can offer support and will discuss outside the meeting.</p> <p>The Committee received the evaluation report for information.</p> <p>SM thanked ES for the excellent evaluation report.</p>	<b>JF</b>
<b>18:163</b>	<p><b>Any Other Business</b></p> <p><b>18.163.1 Items for inclusion on the Corporate Risk Register</b> There were no new items for inclusion on the Risk Register.</p> <p>There was no further business.</p>	
<b>18:164</b>	<p><b>Date &amp; Time of Next Meeting</b></p> <p>The next meeting was confirmed as Wednesday 12 September 2018</p>	
<p><b>RESOLUTION:</b>  <b>“That representatives of the press and other members of the public be excluded from the remainder of the meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.”</b>  <b>(Section 1[2] Public Bodies (Admission to Meetings) Act 1960.</b></p>		