

6 Uplands Terrace, Uplands, Swansea SA2 0GU

E: [morgannwglmcltd@btconnect.com](mailto:morgannwglmcltd@btconnect.com)

T: 01792 815954 F: 01792 814938

W: [www.morgannwglmc.org.uk](http://www.morgannwglmc.org.uk)



## MINUTES

### MORGANNWG LOCAL MEDICAL EXECUTIVE COMMITTEE

#### OAKTREE SURGERY, BRIDGEND CF31 2PQ

**TUESDAY 8<sup>th</sup> August 2017**

*Items in normal text – for consideration / items in italics for information / \* indicates additional papers*

#### GUESTS AT FUTURE MEETINGS:

- **12<sup>th</sup> September 2017:** - FULL LMC: Hamish Laing, ABMU Executive Medical Director would attend to discuss discharge documentation from secondary care
- **14<sup>th</sup> November 2017:** - FULL LMC: speaker to be confirmed

#### GUESTS:

Sue Jones ABMU Lead Mental Health Pharmacist and Jan Evans Lead Memory clinic nurse attended. They wished to seek support from the LMC to progress consistent practice around prescribing and monitoring arrangements for anti-dementia medication which only some GPs were currently prescribing. Data presented showed that ABMU had the lowest prescribing rate by GPs in Wales.

IH explained that GP surgeries were currently work saturated and a shortage of GPs compounded the situation in terms of recruitment and finding locums. Additional work could no longer be transferred to Primary care without resources to fund and provide it being available.

IH said that it may be possible for practices to assist the medicine management teams in reconciling secondary care prescribed medication into practice clinical systems. This would be a clinical governance benefit and Sue and Jan agreed to let practices know the numbers involved.

If the decision were made by ABMU to have only one system for prescribing in place the LMC needed to be informed in order that appropriate guidance could be made available for practices.

IH thanked Sue and Jan for attending.

GENERAL		
1.	<b>Attendance:</b> Drs. I Harris (IH) (Chair) S Hlaing (SH), J Kletta (JK), A Rayani (AR), N Shah (NS), H Wilkes (HW) Mrs M Liddell (ML), Executive Officer	
2.	<b>Apologies:</b> Drs L El-Sharkawi	
3.	<b>Minutes of:</b> <ul style="list-style-type: none"> <li>LMC Executive Committee Meeting on 13<sup>th</sup> June 2017 were ratified by the Committee and signed by the Chairman.</li> </ul>	
4.	<b>Matters Arising:</b>	
4.1	<b>IPFR (4.1):</b> It was agreed that confirmation of a change to the TOR would be required prior to the involvement of the LMC in an appeals panel. ML to chase.	<b>ACTION ML</b>
4.2	<b>PRACTICE MERGERS (6.1):</b> Cwmafan HC and Cymmer HC had merged on 1 <sup>st</sup> July 2017 and was fully managed by ABMU. This reduced the number of ABMU practices to 70.	
	<b>LMC KEY ISSUES</b>	
5.	<b>LMC MEETING VENUE:</b> A number of alternative venues had been explored following the decision to stop using the Towers Hotel. The Mercure Hotel in Llansamlet Swansea had been booked for the meeting on 12 <sup>th</sup> September 2017 following which a further option appraisal would be carried out with the possibility of rotating venues.	
6.	<b>GP CLUSTERS</b> (standing item): LMC Members would be asked to confirm their preferred cluster meeting dates and ideally a deputy would also be nominated. IH agreed to prepare a crib sheet for sharing	<b>ACTION IH / ML</b>
6.1	<b>CLUSTER LEADS &amp; HoPC MEETINGS:</b> IH had attended the HoPC and Cluster Leads meeting on 19 <sup>th</sup> July 2017 and summarised some of the issues discussed: <ul style="list-style-type: none"> <li>Cluster brokerage: none for this year</li> <li>Liver Pathway: three clusters would be doing it</li> <li>DOAC Les: Initiation would be done in secondary care</li> <li>PLTS/PT4L: Cluster model of clinical cover being reviewed</li> </ul>	
6.2	<b>ABMU PACESETTER – NPT HUB:</b> Discussed and raised at the highest level in WG.	
7.	<b>SUSTAINABILITY PROGRAMME / PRACTICE SUPPORT UNIT:</b> Sustainability panels were being arranged for two Swansea and one NPT practice. Issues around single handed practices had arisen. Although the LMC would not support the creation of single-handed practices it would expect ABMU to continue supporting existing practices. HW reported the appointment of a GP to the NPT Fellowship scheme which was a welcome and positive announcement.	

7.1	<p><b>PC ACCESS &amp; SUSTAINABILITY FORUM:</b> NS's notes of the meeting on 15<sup>th</sup> June 2017 had been circulated.</p> <p>The LMC would respond to WG proposals to abolish CHCs and replace them with organisations which would have a remit across Health and Social Care.</p>	<b>ACTION AR</b>
8.	<p><b>CONSTITUENCY VACANCIES:</b> HW confirmed that her practice Registrar had expressed interest in joining the LMC as a sessional representative following her appointment as a salaried GP in NPT wef 1<sup>st</sup> October 2017.</p>	
9.	<p><b>FINANCE: (standing item):</b> A summary of expenditure to 31<sup>st</sup> July 2017 was tabled and reviewed. Expenditure remained within budget and no queries were raised.</p>	
9.1	<p><b>STATUTORY &amp; VOLUNTARY LEVIES:</b> Neither levy was paid to the LMC in respect of Health Board managed practices and ABMU had been asked to reconsider this arrangement for 2018-19. Following the meeting ABMU confirmed agreement to the request and the statutory and voluntary levies would be received from managed practices from 2018-19.</p>	
9.2	<p><b>GPDF AGM: 15<sup>th</sup> September 2017:</b> Four Directors would be elected at the AGM and AR had submitted a Statement of Interest in respect of the Welsh post.</p>	
9.3	<p><b>GPDF HONORARIA ARRANGEMENTS 2017-18:</b> The arrangements for Honoraria, expenses and associated matters were reviewed and would be applied within Morgannwg LMC</p>	<b>ALL TO NOTE</b>
10.	<p><b>COMMUNICATION BETWEEN SECONDARY &amp; PRIMARY CARE:</b> IH/HW reported continuing problems with secondary care use of the WCCG e-prioritisation /advice button and this had been raised by HW at the Clinical Governance Leads meeting. The CD for Quality and Safety would be involved in taking forward and had asked to be copied in to correspondence sent to the ABMU MD.</p>	<b>ACTION HW</b>
11.	<p><b>LMC/ABMU ENHANCED SERVICES STEERING GROUP – 27<sup>th</sup> June 2017:</b> The draft minutes of the meeting had been circulated.</p>	
11.1	<p><b>WOUND CARE LES:</b> The final sign off was awaited prior to circulation to practices.</p>	
11.2	<p><b>ANTICOAGULATION DES:</b> Delays in obtaining consumables were reported and an update would be requested at the Enhanced services steering group meeting on 15<sup>th</sup> August 2017.</p>	<b>ACTION AR</b>
11.3	<p><b>DOAC LES:</b> The final sign off was awaited prior to circulation to practices.</p>	
11.4	<p><b>CARE HOMES DES:</b> IH advised that practices who had registered patients in care homes where they could not fulfil the DES criteria could justifiably not include those patients in their DES claim, with the expectation that the patients would register with another</p>	

	practice who visited regularly. AR would raise this on the GPC Wales listserver to obtain the views of the negotiating team	<b>ACTION AR</b>
<b>12.</b>	<b>LMC MEETING 11<sup>th</sup> July 2017:</b> The Draft minutes had been circulated.	
<b>13.</b>	<b>LMC/ABMU LIAISON GROUP MEETING 18<sup>th</sup> July 2017:</b> The draft minutes had been circulated.	
<b>OUT OF HOURS/ACUTE GP UNIT/OTHER SERVICE MATTERS:</b>		
<b>14</b>	<b>ABMU OOH Rota Problems</b> - (Standing item) An update had been provided by the OOH CD at the LMC meeting on 11 <sup>th</sup> July 2017.	
<b>14.1</b>	<b>IHR (Welsh GP Record)</b> - (standing item) Nil reported. This item would remain on the agenda until the roll out programme to secondary care and community pharmacists was complete.	
<b>14.2</b>	<b>111 PILOT:</b> It was noted that it was the view of GPC Wales that the 111 service should not have direct access to in-hours practices appointments.	
<b>15.</b>	<b>WEBSITE:</b> A search facility had been added and the FAQ section extended. Exec members were asked to review the website and suggest further changes / improvements. It was noted that a google search brought up details of the current website and also information about the previous address of the LMC. The web designer would be asked to have out-of-date information removed.	<b>ALL TO NOTE</b>  <b>ACTION ML</b>
<b>16.</b>	<b>LMC ANNUAL CONFERENCES:</b>	
<b>16.1</b>	<b>LMC SECRETARIES CONFERENCE: 19<sup>th</sup> October 2017: BMA House, London:</b> AR/ML would attend.	
<b>16.2</b>	<b>WELSH LMC CONFERENCE: 20<sup>th</sup> January 2018: Doubletree Hotel, Chester:</b> Expressions of interest and motions would be requested at the LMC meeting on 12 <sup>th</sup> September 2017.	<b>ACTION IH</b>
<b>16.3</b>	<b>UK LMC CONFERENCE: 9<sup>th</sup> March 2018:</b> Venue in Liverpool to be confirmed.	
<b>17.</b>	<b>LOCAL GOVERNMENT REFORM:</b> The Statement by the Welsh Government dated 18 <sup>th</sup> July 2017 had been circulated. A consultation on a series of proposals for reforms of the local government electoral system had been launched. The paper included a proposal to realign local health board boundaries which would require the Cwm Taf HB boundary being adjusted to include the Bridgend local authority area.	

	The Exec Committee agreed that the proposed changes could have a significant impact on the organisation /constitution of some Welsh LMCs including Morgannwg and that it should be included as an agenda item for the GPC Wales meeting to be held on 9 <sup>th</sup> November 2017.	<b>ACTION IH</b>
<b>NEXT LMC MEETINGS</b>		
18.	<ul style="list-style-type: none"> <li>• <b>Full LMC Meeting – Tuesday 12<sup>th</sup> September 2017 - The Mercure Hotel, Swansea SA7 9EG</b></li> <li>• <b>LMC Executive Committee – Tuesday 10<sup>th</sup> October 2017. Venue to be confirmed</b></li> </ul>	