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MINUTES	
MORGANNWG LOCAL MEDICAL EXECUTIVE COMMITTEE	
Bar 44, 44c High Street, Cowbridge CF71 7AG	
Tuesday 10th December 2019	
<i>Items in normal text - for consideration / items in italics - for information / * indicates additional papers</i>	
GUESTS at future LMC Exec Meetings <ul style="list-style-type: none">Helen Kemp, CD for Quality and Safety will attend the Exec Committee meeting on 11th February 2020 to discuss the National Framework for the Management of Performance concerns.	
GUESTS at future LMC Meetings. <ul style="list-style-type: none">Tuesday 14th January 2020: No external speaker. SOAP BOX and Priority setting sessionTuesday 10th March 2020: Speaker tbc	
GENERAL	
1.	ATTENDANCE: Drs I Harris (Chair) (IH), H Dean (HD), S Hlaing (SH), S Karupiah (SK), A Rayani (AR), N Shah (NS), R Thomas (RT), Mrs M Liddell (Executive officer) (ML), Mrs E Harris (Secretarial Assistant)
1.1	APOLOGIES: None
2.	DECLARATION of INTEREST: none received
3.	MINUTES: <ul style="list-style-type: none">LMC Executive Committee meeting - Wednesday 16th October 2019: the Minutes were approved and signed by the Chair.
4.	MATTERS ARISING: None raised
5.	LMC ISSUES

<p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p>MLMC Structure post 31st March 2020: Amendments to the LMC Constitution and Articles of Association which were required due to the transfer of Bridgend Practices to Bro Taf LMC would be circulated and approved at the AGM in April 2020. A communication confirming the transfer of Bridgend GPs/practices had been circulated to all 66 practices. Read receipts had been received from 55 (83%). The Exec discussed ways of encouraging engagement with practices and some ideas were put forward. It was agreed that more thought would be given to this once the new arrangements and Committee were in place with a half day time-out session proposed. Further communications would be circulated to GPs following the appointment of the new committee.</p> <p>GPC Wales – allocation of seats: The HB boundary change and subsequent agreement that Bridgend practices would transfer to Bro Taf LMC created a situation where Bro Taf LMC would be significantly larger than Morgannwg LMC. GPC Wales was reviewing the allocation of LMC seats and had produced an option paper. The Exec agreed that the number of seats allocated to Morgannwg should not reduce to less than three and that the allocation for each LMC should remain equal. IH would represent this view at the GPC Wales meeting on 30th January 2020.</p> <p>LMC ELECTION 2020: The election process for a new committee would commence in January 2020. NWSSP had agreed to act as returning officer for nomination and ballot papers as they had done in previous elections.</p> <p>FINANCE: (standing item); A summary of expenditure to 30th November 2019 was tabled and discussed. No queries were raised.</p> <p>MEETING VENUES: ML/EH would explore the possibility of alternating the Mercure Hotel with another venue to host the LMC full meetings. For Liaison meetings beyond April 2020 the Grove Medical Centre and Harbourside surgeries would be considered.</p>	<p>ACTION ML/EH</p>
<p>6.</p>	<p>GMS & PRIMARY CARE ISSUES</p>	
<p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p>	<p>MLMC/SBUHB Liaison Meeting 19th November 2019: The Draft minutes and action log had been circulated with the agenda. IH to approve circulation following the meeting.</p> <p>BRO TAF LMC/CTMUHB Liaison Meeting 22nd November 2019: Attended by IH. The draft minutes had been circulated with the agenda.</p> <p>CWM Taf MAG Meeting 15th November 2019: Attended by IH who confirmed the value of engaging with secondary care colleagues. The Local Medical Advisory Group (LMAG) in SBUHB had been disbanded due to the lack of engagement by secondary care. The Exec agreed that re-establishing it should be explored and as a starting point would ascertain whether staff Medical Committees had been set up in each hospital site</p> <p>PRIMARY CARE ACCESS & SUSTAINABILITY MEETING 21st November 2019: Attended by NS who provided a summary of issues discussed which had included 'Access to in-hours GMS standards'. NS had made clear that the standards had not been agreed by GPC Wales and were not contractual. The Health Board had requested feedback in respect of a baseline Access form to be circulated to practices and this had been provided with suggestions for amendment. NS had also made the Health Board aware of the need for more timely issue of meeting agenda and papers to allow time for reading. The sharing of sustainability data (RAG ratings) for inclusion in the BMA heat map had not been discussed and agreed and the LMC would take this back to the Liaison meeting.</p>	<p>ACTION IH</p> <p>ACTION ML</p> <p>ACTION AR</p>

6.5	GP CLUSTERS: The majority of cluster meetings were attended either by LMC representatives or LMC elected members attending their own cluster. Feedback / queries raised was discussed by the team via email. Issues raised but not clarified would be added to Exec meeting agendas.	ACTION LMC
6.6	CLUSTER LEADS & HoPC Meeting 27th November 2019 (SBUHB): Attended by AR. The Heart Failure Education programme being organised on a cluster basis through transformation funding had not been run passed the LMC. AR would make further enquires to clarify if it was being rolled out to all practices or truly was a cluster initiative in which case formal approval would not be required.	ACTION AR
7.	PRIMARY / SECONDARY CARE INTERFACE ISSUES	
7.1	SBUHB Clinical Services Plan 2019-24: No update provided	
7.2	AGPU (Requests for blood tests to be done in Primary Care): A meeting arranged for 12 th December 2019 had to be cancelled and a new date in January 2020 would be arranged.	ACTION ML
7.3	COMMUNITY NURSING: The first meeting of the task and finish group was being held on 11 th December 2019.	
7.4	OPEL ESCALATION TOOL: IH advised having OPEL on desktops to ensure easy access for completion at times of extreme pressure in surgery. Details could be entered very quickly.	
8.	CONTRACTUAL ISSUES:	
8.1	Enhanced Services (SBUHB): Exec members would review 14 ES Specifications/costs prior to the next meeting with the HB which was scheduled for 16 th January 2020. ML to circulate specs.	ALL TO NOTE
9.	OTHER	
9.1	WAST – Ambulance Delays: As agreed at the LMC meeting on 12 th November 2019 the concerns of the LMC would be made public following the General Election on 12 th December 2019.	ACTION IH
11.	NEXT LMC MEETINGS: <ul style="list-style-type: none"> • LMC full Meeting: Tuesday 14th January 2020 – Mercure Hotel Swansea • LMC Executive Committee Meeting: Tuesday 11th February 20 – venue tbc • LMC Full Meeting: Tuesday 10th March 2020 – Mercure Hotel Swansea • AGM: Tuesday 14th April 2020 – venue tbc 	