

AGENDA ITEM 18.XX

**MINUTES OF THE WEST NORFOLK
PRIMARY AND COMMUNITY CARE STP LOCAL DELIVERY GROUP**

**Held on 25th September 2018 at 9.30am in the Zuckerberg Suite, YOURS Business Centre, 18
Tuesday Market Place, Kings Lynn PE30 1JW**

These Minutes have been produced in line with the Agenda
and not in relation to the actual occurrence of items being discussed.

Present:

Dr Paul Williams (Chair)	Chair, WNCCG	(PW)
Dr Imran Ahmed	GP Gov Body Member, WNCCG	(IA)
Ross Collett	Director of Operations, WNCCG	(RC)
Steven Lloyd	Head of Primary Care, WNCCG	(SL)
Gina Titman	Primary Care Transformation Manager, WNCCG	(GT)
Sonia Kerrison	Head of Operations, Integrated Care (West Locality), NCH&C and NCC	(SK)
Jo Fisher	Assistant Director for NCH&C and NCC	(JF)
Dr Venu Harilal	Medical Director, NCH&C	(VH)
Dr Sally Hall	Interim GP Chair, WNH	(SH)
Kath Howell	Interim CEO, WNH	(KH)
John Greenhalgh	Environmental Health Manager, BCKLWN	(JGrnh)

In Attendance

Karan Baker	Administrator (Minute taker), WNCCG	(KB)
Fran Rose-Smith	Interim QIPP Manager, WNCCG	(FRS)
Julie Thallon	UTC Programme Lead, Norwich CCG	(JT)
Dr Julian Brown	Council of Members representative for Litcham Health Centre	(JBr)

Apologies:

John Webster	Accountable Officer, WNCCG	(JBW)
Kate Lewis	Head of Strategic Planning (STP Primary & Community Care)	(KL)
Dr Nick Lyons	Medical Director, QEHL	(NL)
Jon Green	Chief Executive, QEHL	(JG)
James Bullion	Director for Health & Integration, NCC	(JB)
Jonathan Clemo	CEO Community Action Norfolk	(JCI)
Peter Brown	Patient Representative (Acting Healthwatch representative)	(PB)
Teresa Frost	Head of Service and Partnerships (Early Help) West Norfolk Locality, Norfolk CC	(TF)

ACTION

18/23 APOLOGIES & INTRODUCTIONS

The Chair welcomed members to the meeting, apologies as above.

18/24 CONFLICT OF INTEREST

The Chair noted that there were no conflicts of interest recorded but members should highlight any items as the meeting progresses.

18/25 MINUTES OF THE PREVIOUS MEETING

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Members agreed the Minutes of the meeting held on 7th August 2018 were a true record of the meeting.

18/26 ACTION LOG / MATTERS ARISING (not covered elsewhere on the agenda)

1. Primary & Community Care Workplan On Agenda at item 31. Action closed
5. Task & Finish Workforce group. This has been subsumed by NEAT. Action closed
7. Population Health Management – Data & Funding This is covered by ECLIPSE, item 33 on today's Agenda. Action closed
15. Early help profile progress and joint working On Agenda at item 27. Action closed

18/27 EARLY HELP UPDATE

JGrnh gave the group an overview of the Early Help Hub on behalf of TF. Originally the group included Children's Health, Police, Borough Council and Children's Services. The next step is to include Adult Social Services, Community Health and other partners. This is a preventative model to support families and individuals before they need services. They also help with adaptations to property to assist with independent living. SK confirmed that any Agency can refer in to the Hub. VH confirmed that the Early Hub is part of the Health and Wellbeing Board Norfolk and Waveney Strategy for 2018/22.

Action: JGrnh/SK to provide progress update at November meeting.

JGmh/SK

18/28 URGENT TREATMENT CENTRE

RC provided an update to the group. Current plans include redevelopment of the Fermoy Unit to bring together a number of services into one place. This is an ongoing project and RC would like to keep this on the Agenda for regular updates.

18/29 INTEGRATED URGENT CARE

JT talked to the presentation to update the group on the current progress of the Urgent and Emergency Care Strategy for the Norfolk and Waveney STP.

JT stated that there had been some discussions around how IC24 operate their out of hours service. A paper had gone to the A & E Delivery Board last month and would be further discussed at the next meeting on 3rd October.

JT advised the group that the CSU had done a postcode analysis on patients attending NNUH with UTC appropriate conditions, and found that a large number of these could have gone to Cromer Hospital instead. JT confirmed that the total number for April, May and June of this year was just under 16,000 people. FRS felt that this would be very useful if a similar exercise could be carried out for patients in West Norfolk and JT agreed to forward the details through to her.

Action: JT to forward details of UTC postcode analysis to FRS

JT

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18/30 COMMUNITY RAPID RESPONSE MODEL - NEAT

FRS talked to the presentation on behalf of RC and updated the group on the NEAT initiative.

PW asked if there was a contingency roll out information plan for GP's as the start date of 5th November is only 5 weeks away.

FRS informed the group that the project will be reviewed during a 6 month period. PW mentioned that there was a Members Meeting next week and it would be useful to hand something out at the meeting to update GPs on what was happening.

FRS commented that the CCG would like a GP to be involved. PW suggested WNH might be a better option and this was agreed. FRS thought that a GP would still be useful for clinical oversight but did not want to delay anything due to GP commitments. Meetings would be fortnightly and dial in would be available.

18/31 STP WORKPLAN DISCUSSION

It was agreed that this item would be carried over to the next meeting.

18/32 TRAINING HUB SUPPORT UPDATE

SH informed the group that there was a meeting next Thursday. SH was now finding it difficult to attend as the day had been changed from Tuesday to Thursday. RC felt it was important for West Norfolk to be represented and to share this responsibility. PW would like the training to remain in West Norfolk. RC commented that GT had a particular interest in this and that now we have more capacity in the team it should be easier to support this.

18/33 ECLIPSE

JBr talked to the presentation on Health Management – Data & Funding.

VH commented that this would help us look at the next presentation about Frailty. One of the key things is early identification of Frailty and acting on things that could be done prevention wise.

JGrnh informed the group that the Borough Council are able to provide a wide range of services to assist independent living and there are many ways the Council can continue to contribute to this group.

FRS commented that, for admission avoidance, this is an amazing tool and felt we could start using this more actively.

18/34 WEST NORFOLK HEALTH UPDATE

SH provided the group with an update. From the Primary Care Proposal Plan, SH and KH had been visiting practices and 20 out of 21 practices are now on board. Staff are working on the Improved Access Plans in line with NHSE requirements. There is a Members Meeting scheduled for w/c 1st October during which information will be fed back about the Primary Care Proposal and Improved Access.

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WNH are attending monthly meetings with GP Provider Organisations and working more collaboratively with other organisations.

18/35 FRAILTY MODEL PROPOSALS/IDEAS

VH talked to the presentation and provided the group with a summary.

PW asked how this all linked together and if we would be doing any case finding. VH confirmed it is already part of the ECLIPSE System and the Norfolk and Waveney Care Record System.

18/36 ANY OTHER BUSINESS

None

18/37 DATE OF NEXT MEETING

Next Meeting 23rd October 2pm
Ground floor meeting room, West Norfolk Deaf Association, 32b Railway Road, King's Lynn PE30 1NF

Meeting closed 16.35.

Please send apologies in advance to:

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