Minutes of Rural Forum Steering Group Telephone Conference

Minutes of the Rural Forum Steering Group held
On Thursday 26 July 2018
Meeting Commenced at 20:00

PRESENT:

Dr Robert Lambourn  Rural Forum Chair
Dr Hal Maxwell  Scottish Representative on RFSG
Dr Melanie Plant  Welsh Representative on RFSG
Pamela Hartford  Regional Engagement Manager, North West Region
Mrs Jane Randall-Smith  EURIPA Representative on RFSG
Dr Andrew Strain  First5 Representative on RFSG

IN ATTENDANCE:

Paula Lythgoe  Rural Forum Administrator

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<th>Item</th>
<th>Title</th>
<th>Action</th>
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<td>1.</td>
<td>CHAIR’S ANNOUNCEMENTS</td>
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<td>Rob started the meeting off by thanking all those attending and welcomed Andrew Strain our new First5 Representative and asked the group to introduce themselves to Andrew.</td>
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<td>2.</td>
<td>APOLOGIES FOR ABSENCE</td>
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<td>Belated apologies were received from Dr Chris Clark, Dr Sanjeev Maskara and Dr John Wynn-Jones</td>
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<td>DECLARATIONS OF INTEREST</td>
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<td>The Chair asked those present to be aware of their personal interests and to declare them if relevant to items discussed.</td>
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<td>INFORMATION GOVERNANCE &amp; DATA SECURITY RISK MANAGEMENT</td>
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<td>The Chair reminded members present to be diligent regarding data security and information governance.</td>
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<td>5.</td>
<td>MINUTES OF MEETING MONDAY 4 JUNE 2018</td>
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<td>The minutes of the previous meeting held on Monday 4 June 2018, were agreed to be a true and accurate record.</td>
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<td>6.</td>
<td>MATTERS ARISING/ACTION LIST</td>
<td>JRS &amp; JWJ to check IRH archives</td>
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<td>Item 10: Jane has been unsuccessful as yet locating Ian Mungall’s report, but will liaise with John Wynn-Jones as it may be archived with the Institute of Rural Health documents.</td>
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<td>Item 12 re: Jane enquiring about videoconferencing at Guildhall. Jane informed the group that she is due to meet with organisers at the Guildhall, but has made initial enquiries regarding videoconferencing. They have Skype available, but have suggested videoconferencing as a backup.</td>
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<td>Item 12 re: Sponsors. Paula has this week contacted previous sponsors who have supported the Rural Forum. She has received a response from MDDUS informing her that there are</td>
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indemnity changes for GPs which may affect medical defence unions sponsoring events. He will inform Paula as soon as he finds out the changes.

Item 15: The group have successfully recruited Andrew Strain our First5 representative, but have been unsuccessful in recruiting an AIT to the group. Andrew suggested we contact the AITs Scottish Rural Track Programme as they may have AITs who would be interested. Rob informed the group that two representatives from the Rural Track Programme had facilitated a session at the Penrith Conference several years previous. Paula will check the programme and contact those concerned.

Item 18: Report from Krakow WONCA meeting. Jane informed the group that the report is still in progress, but a PowerPoint presentation is almost complete. Jane will send to the group on completion.

7. REPORT TO COUNCIL

This agenda item; Developing the College Locally to be carried forward to Face to Face Meeting

8. NATIONAL CENTRE FOR RUAL HEALTH & CARE

Rob reported he had attended the first half day of the conference which took place on 28 and 29 June in Lincoln. The main objective is to develop rural workforces. Rob felt that the National Centre were open but respecting what has gone before and were taking this on board.

Following on from the conference a meeting is due to take place on Thursday 16 August with Richard Parish, Helen Stokes-Lampard, John Wynn-Jones and Rob. Rob is attending via telephone conference.

9. FACE TO FACE MEETING & AGM – 15 SEPTEMBER 2018 - EDINBURGH

The next face to face meeting in Edinburgh was discussed. Mel expressed her apologies and is unable to attend.

Pam informed the group that Simon Bowen, Executive Director, Membership and International would like to attend the meeting via Skype.

The main objectives are to discuss the Local Functions report to Council and to hold the AGM. Rob enquired if Pam would check what is required at an AGM re: elections, nominations etc. Pam will feed back to the group.

10. RURAL FORUM CONFERENCE 2019

The programme is well under way and should be ready for distribution by early September.

Confirmed Speakers/Topics

- Rob reported that a north-east England Simulating bus, called MELISSA will be attending the conference. Delegates can update their practical skills on CPR, AED and Cannulation Skills. It was discussed if delegates would like to choose to attend a parallel session throughout the day.

- Professor Mayur Lakhani, one of the key note speakers has agreed to attend and we will enquire if he can talk on Developing the College Locally and how that fits into Rural General Practice.

- Ivan Annibal, Rose Regeneration has agreed to talk on the National Centre for Rural Health and Care

- Dr Khalid Khan has agreed to talk on ECG Interpretation which was received extremely well at last year’s conference. Rob enquired if the group thought this session could be ran parallel. Mel suggested that he could also speak on Common Arrhythmia, but split his session in to two topics, ECG Interpretation and Common Arrhythmia. Mel will contact Khalid and enquire if he is happy to run two workshops.

- Professor Amanda Howe, WONCA President, the second key note speaker is presenting via videoconferencing. Lecture topic to be agreed.
- Anne-Marie Morris, MP Chair of All-Party Parliamentary Group has agreed and will be talking on Rural Health and Social Care.
- Professor Patrick Pietroni has agreed to talk on Compassion in Primary Care and Mental Health
- Mark Stone, Dispensing Doctors’ Association has agreed to talk on Pharmacists in General Practice

Speakers to be contacted:
- SHROPDOC to talk on various multi-disciplinary teams they have trained; Paramedics, Physicians Associates, Nurse Practitioners, Extended Physiotherapists, Mental Health Nurses and Pharmacists
- Social Prescribing – Reducing Consultations by 30% in England and Wales
- Dr Mike Holmes, Vice Chair, RCGP Membership and International to talk on Workforce Planning

A discussion took place regarding advertising the event through:
- Rural Forum
- NHS Midlands & East
- SHROPDOC
- Practices
- Casey-Ann Seaniger, RCGP promote through College social media
- Rebecca Irwin, Student Projects Officer, RCGP to send to Medical Schools/Universities
- Rural GP
- VTS Schemes
- Frances Gerrard, Director of Community Clinical Learning, Cardiff University

The pricing structure was discussed with Member price being kept at £100 and Non-Member at £120. Previously Nurses, Practice Managers, AiTs, Foundation Doctors and Retired GPs paid £90, this is being reduced to £50. Previously Medical Students were charged £20 this is being reduced to free of charge to encourage students to attend.

Sponsorship was discussed. It was suggested the Paula enquired about companies used to sponsor the RCGP Annual Conference and approach them.

An early bird offer of 20% will be offered for bookings before the 1 November 2018.

At last year’s conference the event was Livestreamed. Two GPs from remote Scottish islands joined. It was suggested that we Livestream next year’s event. Chris Williams Faculty kindly loaned the equipment. Paula will enquire if Chris is attending and if so, will he be available to Livestream.

11. IMPERIAL PROJECT

Professor Mary Morrell had contacted Mel Plant’s practice enquiring if they would take medical students from Imperial College, London for a three-week placement. The practice does not have to be a training practice and it does not involve formal teaching. The students sat in on various clinics and GP sessions talking to patients and found the whole experience invaluable with very high scores on feedback. There were hurdles to overcome with non-driving students being one of them. The students received £100 towards their lodgings. The practice received no monetary recompense. Due to the positive feedback Imperial College would like to roll this out to other rural practices, although are aware that practices are struggling and would require some form of funding towards this initiative.

Mel enquired if the group were happy for her to contact Professor Morrell who will write to the group laying out the necessary requirements. Paula will forward on to the group.

12. MEDIO LINK

Pam informed the group the although the College are now using Medio Link for videoconferencing there were still some issues which need to be rectified before it is rolled out to the Faculties/Rural Forum. A freephone number has now been provided.
Rob suggested Go to Meeting which is web-based and used by Jane. This is very successful and more interactive as attendees can see who has joined and who is speaking. Another suggestion was Pow Wow Now. Paula will look in to these options.

13. **CHANGE OF DIRECTORATE**

Pam informed the group about the change of directorate for the Rural Forum. Previously the Rural Forum sat under the directorate of Policy and Engagement. This has now moved to Membership and International. Simon Bowen, Executive Director, Membership and International was appointed in May this year. Paul Roberts Assistant Director of Membership has recently been appointed, Dan Williams, Head of Faculties, Operations is covering maternity leave for Matilda Sims and Pam Hartford, Regional Engagement Manager, North West Region is covering for Dan Williams.

14. **MOBILE SKILLS UNIT FOR NORTHERN ENGLAND**

Covered in agenda item 10.

15. **AMAZING PRODUCTIONS TV DOCUMENTARY**

Health Education England North East have contacted Rob regarding a TV documentary they have been approached by Amazing Productions to help recruit potential contributors for a series; City Doctor, Country Practice. Although the briefing stated that they are looking for GPs based in England, Rob did say that they were also looking for GPs based around the UK. Although the company were interested in Rob, he felt they were perhaps looking for someone early on in their career. Rob enquired if anyone in the group was interested. No-one in the group expressed their interest.

16. **ANY OTHER BUSINESS**

No other business to report

17. **DATE OF NEXT TELEPHONE CONFERENCE**

It was agreed that a telephone conference should be held ahead of the face to face meeting to discuss the Rural Conference. Paula to send Doodle Poll to group with dates for the last two weeks in August.