

Meeting: Primary Care Commissioning Committee			
Meeting Date	22 September 2021	Action	Receive
Item No.	6	Confidential	No
Title	Bury Health & Care Instilling Values and Education (HIVE) Programme and Bury Primary Care SharePoint Site		
Presented By	Lisa Lucas, Primary Care Project Manager		
Author	Lisa Lucas, Primary Care Project Manager		
Clinical Lead	Dr Cathy Fines, Primary Care Clinical Lead and CCG Chair		

Executive Summary
The following paper has been written to provide the Primary Care Commissioning Committee (PCCC) with a briefing regarding the development of the Bury Health & Care Instilling Values and Education (HIVE) programme and on the launch of the Bury Primary Care SharePoint site.
Recommendations
The Primary Care Commissioning Committee are asked to: <ul style="list-style-type: none"> • Receive and note the contents of this paper

Links to CCG Strategic Objectives	
SO1 - To support the Borough through a robust emergency response to the Covid-19 pandemic.	<input checked="" type="checkbox"/>
SO2 - To deliver our role in the Bury 2030 local industrial strategy priorities and recovery.	<input checked="" type="checkbox"/>
SO3 - To deliver improved outcomes through a programme of transformation to establish the capabilities required to deliver the 2030 vision.	<input checked="" type="checkbox"/>
SO4 - To secure financial sustainability through the delivery of the agreed budget strategy.	<input type="checkbox"/>
Does this report seek to address any of the risks included on the Governing Body Assurance Framework? If yes, state which risk below:	
GBAF	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

Implications						
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have any departments/organisations who will be affected been consulted ?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
If yes, has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
If yes, please give details below:						
If no, please detail below the reason for not completing an Equality, Privacy or Quality Impact Assessment:						
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are the risks on the CCG's risk register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

Governance and Reporting		
Meeting	Date	Outcome
N/A		

Bury HIVE Programme and Primary Care SharePoint Site Briefing

1 Introduction

- 1.1 The following paper has been written to provide the Primary Care Commissioning Committee (PCCC) with a briefing regarding the development of the Bury Health & Care Instilling Values and Education (HIVE) programme and on the launch of the Bury Primary Care SharePoint site.

2 Background

- 2.1 The Bury CCG (Clinical Commissioning Group) Primary Care team have responsibility for the education and development of general practice staff and every year host a number of education events including masterclasses for GP's, nurse training, and soft skills courses for the non-clinical workforce.
- 2.2 During 2021 we have continued to provide training and development opportunities to all groups of staff within general practice and have improved our offer by hosting all training via Microsoft teams. Opportunities for 2021 have included a 12-month mental health programme, telephone triage, conflict management, spirometry and a variety of masterclasses and nurse forums. We have also continued to promote all opportunities from the GM Training Hub with colleagues across Bury, including a Healthcare support worker foundation programme, a GP fellowship programme and a General Practice Nurse foundation course.
- 2.3 During the COVID pandemic we also began hosting COVID update webinars every 2 weeks to keep general practice staff updated on infection rates in Bury and more recently vaccination uptakes. To enhance this offer we will now be offering information and pathway update webinars.
- 2.4 To ensure a streamlined approach to promoting this offer moving forward, the CCG have been working with the GP Federation to create the Bury HIVE and the Primary Care Team have created the Bury Primary Care SharePoint site to streamline all messages into general practice.

3 The Bury HIVE

- 3.1 The HIVE is a collaboration between Bury GP Federation and Bury CCG and has been created to centrally manage the education programme across primary care. The HIVE will host the GP information and pathway webinars, reestablish the nurse forum, upskill practices to become training practices, take responsibility for the First 5's GP programme and for the recruitment and retention of GP's and Nurses across Bury utilising the GP Retention programme funds from Greater Manchester (GM).
- 3.2 The HIVE will maintain links with Health Education England (HEE), the GM Workforce group, the General Practice Nurse Collaborative, the GM Training Hub, the Heywood, Middleton and Rochdale (HMR) Academy and the GP Foundation Programme

alongside promoting all other training and development opportunities to colleagues across Bury using our new Bury Primary Care SharePoint site.

- 3.3 The HIVE will seek support from general practice in terms of a medical lead, a nurse lead and an administrative lead who will represent their staff group and help us to understand the training needs of the workforce by undertaking a skills analysis and being a key point of contact for their group.

4 Bury Primary Care SharePoint Site

- 4.1 To enhance the way we communicate with our general practice staff, the Primary Care Project Manager has developed an online platform using SharePoint on Microsoft Teams. The Bury SharePoint site is interactive, easy to navigate and is becoming a central repository for all the latest news affecting general practice. The site holds key documents, provides colleagues with upcoming events and has a dedicated education section to share all HIVE opportunities. It also provides recordings from past events and updates on the Covid-19 vaccination programme. The site has a chat function and the ability to ask questions to general practice using polls and forms and also for general practice staff to share any issues they may be having directly with the Primary Care Team.
- 4.2 The site is live and accessible to all colleagues across general practice via the Practice Managers & Information Technology Leads (PM & IT) Team already in place on the platform. We are looking to develop this to include different channels per staff grouping, allowing us to interact with staff groups about things that are directly affecting them and to give them a place where they can interact, share good practice and seek advice from their peers.
- 4.3 Feedback from general practice has been positive with the sites popularity increasing, and traffic exceeding 100 views per day. The site has enabled us to release GP time as it reduces email traffic into general practice and enables us to deliver messages instantly, providing news as it happens.

5 Next steps

- 5.1 Over the coming months the GP Federation will be recruiting to the HIVE leads. The Bury Primary Care SharePoint site will expand with new sections including a page dedicated to Cancer information and training and a page dedicated to Mental Health resources. The PM & IT Leads team channel will also have a name change based on suggestions from General Practice to reflect that it is a channel for all staff across general practice and new sub channels will be created for each staff group.

6 Recommendations

6.1 The Primary Care Commissioning Committee are asked to:

- Receive and note the contents of this paper

Lisa Lucas
Primary Care Project Manager

Lisa.lucas2@nhs.net

July 2021