

**MINUTES OF THE MEETING OF  
GLOUCESTERSHIRE  
LOCAL PHARMACEUTICAL COMMITTEE  
HELD AT  
HOLIDAY INN  
GLOUCESTER  
ON  
11 July 2013**

**PRESENT**

C Gifkins, M Powis, A Calleja-Tolosa, T Banning, P Harris, Mrs S Williams, Mrs V Chelu-Walmesley and Miss R Myers, P Badham. A Bashir(Attended the Morning Session, W Ryan.

**IN ATTENDANCE**

L Yeates (Chief Officer) Mrs E Beech (Professional Development Officer). Mrs Julie McCann (Area Team Accountable Officer)

Apologies for absence

D Evans, G Barber, A Lane.

**PRESENTATION.**

Mrs Leena Mooda area manager of Dallas Burston Ashbourne Ltd made a short presentation to members relating to Venlalic XL tablets

**42.13. MINUTES OF THE LAST MEETING.**

Minutes of the meeting held on the 9 May 2013 having been circulated were accepted as a true record and signed by the chairman, subject to two amendments.

**43.13. DECLARATION OF INTEREST.**

Members present confirmed their declaration of interest.

**44.13. MINUTES FOR THE WEBSITE.**

Members confirmed that subject to the amendments the minutes of the 9 May should be posted on the website.

**45.13. CHAIRMAN'S COMMENTS.**

Mr Gifkin's reported that Mrs Julie McCann the newly appointed Accountable Officer had agreed to attend the meeting at 12.30pm. Additionally the sub-group were ready to report regarding the roles of the employed officers and he suggested that Mr Yeates and Mrs Beech be excluded during discussions.

**Members agreed and Mr Yeates and Mrs Beech left the meeting.**

## 46.13. MEMBERS ONLY DISCUSSION

employed roles and LPC structure.

### **“The new health and care system – a briefing for LPC**

....Make sure your LPC members and officers are well trained. PSNC offers a wide range of training and other events to support the current needs of LPC. There is also support material such as briefings and PowerPoints that LPCs can use, including material relating to LPC management, to ensure LPCs are running as cost effectively as possible providing the best possible representation and support for their contractors; and

..... Bearing in mind that later this year the process for LPC elections begins, discuss the current structure of the LPC to see if a more effective structure could be achieved by federated working or merging with neighbouring LPCs. See PCLS 031/12 on the options for future structures and PCLS 080/11- merging LPCs. Also consider future resource needs – PSNC’s PowerPoint (PCLS 049/11- LPC structures – a framework for review and planning) is available to facilitate discussion. “

PSNC March 2013

With reference to the above the Exec and LPC Committee discussed issues relevant to Glos LPC.

Current structure and roles discussed at length including CEO and PDO roles - both individuals in position and their merits were highlighted as well as past/current achievements which were numerous and positive. NHS/PSNC now requesting reviews of all activities in order develop QIPP agenda.

### **Options**

1. Maintain status quo
2. Refocus activities in GLPC
3. Work closer with other LPC’s in Area Team – B, G, S and W as a Confederation retaining LPC structure with local contractor representation and benefitting from pooling of resources etc.
4. Federation with full merger of LPC’s to become one super LPC.

Preferred options to explore were option 3 in the long term with option 2 as a short term focus.

### **Actions**

1. CG to contact Mike King re confederation before Sept meeting.
2. CG to liaise with other LPC to create agreement for a way forward before Sept meeting.
3. PDO to focus on delivery of 10 HLP Pilots before end Sept.
4. Chief Officer to continue as current and pick up any relevant actions from PDO to ensure delivery of LPC priorities.

### **Mr Yeates and Mrs Beech returned to the meeting.**

Mr Gifkins advised that members had reviewed the future management of the Committee and agreed that discussions should take place with other LPCs within the Area Team Group regarding the potential for future collaboration and or confederation.

Roll of Officers.

Mr Yeates was to continue his current role and make contact with Mike King regarding the potential for confederation.

After providing an update on the HLP programme members were agreed that Mrs Beech devote all of her time and concentrate on ensuring that the Pharmacies within the Healthy

Living Pharmacy programme achieve accreditation by September 2013. Other work to be covered by Mr Yeates and members.

It was agreed that Mrs Beech work with Mr A Bashir and Mrs S Williams to arrange the Mystery Shop and arranging the World Café Event for launch of the programme.

In relation to the future management of the Committee it was also agreed that reports to the Committee would be considered as read by all members before the meeting and only recommendations or items for discussion would be discussed at future meetings

Members agreed that the AGM be arranged for the evening following the September LPC meeting and that the programme include HLP update and a PharmOutcome Presentation and Awareness Event.

#### **47.13. PROFESSIONAL DEVELOPMENT MANAGER REPORT.**

Mrs Beech referred to her report which highlighted CRB discussions and the potential for it to become a requirement for all SLAs. Following discussions members were agreed that no action should be taken to encourage the CCG or Public Health to make CRB or DBS a mandatory requirement of SLAs. Where it became a requirement then the LPC would seek to increase service costs to cover contractors costs

Mrs Beech highlighted that work needed to be undertaken to ensure pharmacies corrected their NHS Choices website which was used by NHS111 in referring patients to pharmacy services. Members expressed the view that until it became a contractor requirement that contractors maintain the NHS Choices Website, the only thing the LPC could do was encourage contractors to update the site and that message was going out regularly.

#### **48.13. TREASURER'S REPORT.**

Mr Powis reported that the Committee were meeting its target budget. It was agreed that he would provide a report of expenditure against budget at all future meetings so that members could review and consider expenditure proposals that arise from work programmes.

#### **49.13. CHAIRMAN'S REPORT.**

Mr Gifkin's referred to his written report. He reported that Mrs Middleton had agreed following a presentation by PharmOutcomes to fund the purchase of the first licence and that work would progress on implementation in the coming weeks. The platform would also be used to support the HLP programme.

Mr Gifkin's outlines two issues which had come to his notice regarding the URMS where pharmacies had not acting in support of the patient. It was agreed to highlight the need for all pharmacies to be aware of the programme and how patients needed to be supported.

#### **50.13. CHIEF OFFICERS REPORT.**

Mr Yeates referred to his report and members confirmed decisions in relation to. Submission of a bid for Flu Vaccination in Pharmacy to the area team. It was agreed that Mr Yeates work with Fiona Castle and Richard Brown Swindon and Wiltshire and Avon LPCs.

Members were agreed that it would not be cost effective to continue analysing the NMS data.

It was agreed to defer the printing of Hospital Flyers until further work had been completed on Hospital Discharge procedures.

Mr Yeates reported that Miss Curtis had completed work on up loading the new Website which would go soft live on the 17<sup>th</sup> and Go live on 25 July. Unfortunately due to the site being down it was not possible to demonstrate the site to members.

### **51.13. MRS JULIE McCANN.**

Mr Gifkin's welcomed Mrs McCann to the meeting and after members introduced themselves Mrs McCann thanked the committee for the invitation to attend the meeting. She advised that she had been newly appointed and was still trying to understand the breath of her roll within the Area Team. Mrs McCann outlined her experience of working with Community Pharmacy in Worcestershire and said that she looked forward to working with pharmacies across the Area Team.

### **52.13. EPS UPDATE.**

Mr Powis advised that implementation at Painswick had gone relatively smoothly. Members recognised that there was a need to progress rollout. Mr Yeates agreed to look at data for Pharmacy accredited systems so that the matter could be discussed at the next AT/LPC meeting.

### **53.13. SPECIALS MANAGEMENT.**

Mr Gifkins referred to the proposal for a Specials Management service and members agreed that the programme although using the MUR format was outside an MUR and therefore should be regarded as a new service appropriately funded. It was agreed to set the fee at £50.00 based on the average specials cost. Members agreed to hold submission until a later date.

### **54.13. ANY OTHER BUSINES.**

**Logistics** Mrs Beech questioned whether representations should be made for appropriate distributions direct to pharmacies. Members supported this concept and agreed pharmacies should have at least one AT delivery each month. Mr Yeates agreed to check what arrangements were in place in Swindon and Wiltshire

**Turning Point..** Mr Gifkins requested that Mr Yeates arrange a meeting with Turning Point to discuss the 4 way agreement and whether there were sufficient pharmacies providing supervised services