

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

PRESENT

C Gifkins, M Powis, A Calleja-Tolosa, T Banning, P Harris, Mrs S Williams, P Badham, D Evans, W Ryan, A Lane, A Bashir, G Barber, Mrs V Chelu-Walmesley

IN ATTENDANCE

L Yeates (Chief Officer) Mrs E Beech (Professional Development Officer). Charlotte Shepherd. (Area Account Manager Bayer)

APOLOGIES FOR ABSENCE

Apologies for absence were received from Miss R Myers,

66.13 PRESENTATION

The Chairman introduced Charlotte Shepherd Area Account Manager who after thanking member for giving of their time made a short presentation about Rivaroxaban anti coagulant therapy and responded to members questions.

67.13. MINUTES OF THE LAST MEETING.

Minutes of the meeting held at the Holiday Inn Gloucester on 13 September 2013 having been circulated were accepted as a true record and signed by the chairman.

68.13. MINUTES FOR THE WEB-SITE.

Members agreed that the minutes as signed could be posted to the Committee's website.

69.13. DECLARATIONS OF INTEREST.

Members confirmed the schedule of declarations of interest.

70.13. MATTERS ARISING.

Mr Gifkins requested that Mrs Beech and Mr Yeates leave the meeting.

Mr Gifkins advised members that Mr Yeates had informed him that his contract was ended at the 31 March 2014 and that he had no wish to renew on the current basis. Although he

had offered to remain in post after the 31 March in the Committee still needed to make an appointment.

Members discussed the options and roles of the Chief Officer and Professional Development Officer. Mr Gifkins advised that in his discussions with Swindon and Wiltshire and Avon LPCs there was no current thought of merger or confederation. Discussions which had taken place agreed that there needed to be close collaboration between the three LPCs when working with the Area Team, but since the principle commissioners of services were the Clinical Commissioning Groups and Public Health it was felt that there was a need to retain local organisations.

Following discussions Mrs Beech and Mr Yeates were re-admitted to the meeting. The Chair advised of his report to the Committee and the decisions which had been taken. Mrs Beech was advised that in order that the Committee could determine the roles and responsibility of officers her contract would be terminated at the end of March 2014 when Mr Yeates' contract ended.

The Committee would work to determine the future structure and roles of officers from 2014 and it asked if both officers would be interested in applying for the roles when determined. Mrs Beech and Mr Yeates agreed they would give due consideration at the appropriate time.

71.13. EXECUTIVE GROUP REPORTS.

In view of the discussions preceding this item the reports were considered as read.

72.13 CHAIRMAN'S REPORT.

Mr Gifkins referred to his comments about the meeting representatives of the Swindon and Wiltshire and Avon LPCs discussed under item 70.13. He also referred to the fact that it had proved impossible to arrange a meeting with Dr Morse of Turning Point to review services and requested that Mr Yeates give the matter priority to arranging a meeting.

73.13. TREASURER'S REPORT.

Mr Powis advised that the accountant has completed the review of the 2012-13 accounts which would be presented at the AGM tonight. He advised that the Committee continued to remain on budget for 2014 and agreed to provide an update report to the next meeting.

74.13. CHIEF OFFICERS REPORT.

Mr Yeates referred to his report and to his work as a member of the Rural Group at the PSNC which had shared a guidance note issued by the BMA and PSNC on the matter of Direction of Prescription. It was agreed that the matter would be taken up with the LMC to see if it was possible to issue the statements to all practices and all pharmacies with a joint letter from the LMC and LPC.

Mr Yeates read an email received from a patient complaining that her medical practice was continually referring her prescription to the in house pharmacy even though she had made it clear that she wished to have her prescriptions dispensed at the prescription of her choice. It was agreed that Mr Yeates would share the email with Nikki Holmes at the Area

Team once patient consent had been obtained. It was also agreed that he would share the issue with HealthWatch and seek information from pharmacies via the next newsletter.

In response to questions about the potential for flu vaccinations in pharmacy Mr Yeates advised of the discussions between Gloucestershire, Swindon and Wiltshire and Avon LPCs earlier in the year and the national statement that only existing services should be commissioned. Mr Ryan referred to the work which he and Mr Yeates had been involved in, in Arden Herefordshire and Worcestershire Area regarding the development of a pharmacy Flu Vaccination Service and agreed to use the information to prepare a submission to the Bath Gloucestershire Swindon and Wiltshire Area Team early in the new year.

Mr Yeates reported that he had written to Nikki Holmes seeking confirmation of the approval of the Committee's constitution and requesting an up to date pharmacy list. Members agreed that Mr Yeates should act as returning officer for the up coming elections.

Finally Mr Yeates requested approval for the schedule of meetings for 2014 and suggested that the March meeting which would be the last of the current committee be a morning only meeting so that the new committee could meet in shadow form in the afternoon to appoint member officers in order that the management of the committee could continue after the 1 April 2014. Members agreed the arrangements

75.13. PROFESSIONAL DEVELOPMENT OFFICER.

Mrs Beech referred to her reports and to the update on HLP accreditation. Despite the target date a number of the mystery shopper visits still had to be completed. Mrs Williams advised that 41 pharmacies had expressed interest in the second wave programme and a launch was planned for January 2013 at which would be a celebration of the accreditation of the 10 pharmacies and the beginning of the process for the second wave.

Referring to the Local PLT day for medical practices Mrs Beech and Mrs Williams advised that the stand had been approached by several interested doctors and managers and good contacts had been made.

Mrs Beech reported that she and Mr Ryan were scheduled to meeting with Elaine Watson to discuss future provision of stop smoking services on the 20 December.

76.13. POTENTIAL SERVICE DEVELOPMENTS.

Mr Harris referred to the spreadsheet which had been include in the agenda and advised that he had looked at the priorities of the Health and Wellbeing Board and Clinical Commissioning Group and looked at what services already existed across the country which could be used a models for offering pharmaceutical services in support of those priorities. Members agreed that the Executive Group should review and prioritise the opportunities.

77.13. PSNC REPORT.

Mr Lane referred to the report which Mr Yeates had circulated issued by the PSNC outlining the discussions which had taken place at the recent meeting in Birmingham and responded to members questions.

78.13. MEMBERS WORKSHOPS.

Members broke into small subgroups to look at area of work and report back to the main committee:

Website – Mr Banning and Mr Powis had reviewed the work which Miss Curtis had undertaken and would be requesting some minor changes to clarify what was on the site and request some additional work be undertaken.

Engagement - Mr Gifkins and Mr Evans supported by Mr Yeates had reviewed the working arrangements with the Area Team and agreed that a better vision would be available after the joint meeting with members of the Swindon and Wiltshire, and Avon LPC and the Area Team.

It had been agreed that Mr Gifkins and Mr Yeates meet with Dr Buckley and Mark Gregory regarding specials and seek to develop closer working relationship on pharmacy matters.

With regard to Public Health it was agreed to seek a review of SLAs and an invite for the Acting Director to attend the LPC meeting in January.

Sexual Health - Mrs Beech Mr Ryan and A Calleja-Tolosa, had been looking at numbers and the potential for revising the fee structure whilst accepting that there was limited funds available.

HLP – Mrs Williams advised that her group had been reviewing the level of engagement and looking at plans for the second wave.

78.13. COMMITTEE STRATEGY.

Mr Gifkins welcomed Nick Jephson Chair of Swindon and Wiltshire and Mrs Fiona Castle the Chief Officer. He said he had invited them along to share their experience in developing a strategic programme. The concept discussed that the joint meeting referred to in his Chairman's report was that the three committees (Gloucestershire, Swindon and Wiltshire and Avon would agree and over arching strategy of principles in relation to working together but with local implementation variations to address local Public Health and Clinical Commissioning Group issues.

Mr Jephson thanked members for their time and proceeded to share the experience of the Swindon and Wiltshire LPC in developing their strategy for the new NHS landscape.

The priorities agreed were Deliver of Services, Promotion of Community Pharmacy. Evidence of the value Community Pharmacy can deliver and identification of the Barriers of engagement and service delivery.

79.13. MOTIVATIONAL TRAINING.

Mrs Williams referred to some work she was doing the with Astra Zenica in her job with the CCG and introduced Paul Dromgoole Clinical Lecturer in Diabetes who had agreed to share some learning on Motivational Interviewing Techniques.