

SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the Meeting of the Somerset Local Pharmaceutical Committee held at Ash House Hotel, Ash, Near Martock on Wednesday 3rd September 2014.

Present: Mrs L Coles; A Downing; A Harker; Ms S Herman; G Morris; Ms R Myers; Mrs F Norman; Ms E Waller; G Winter; P Whitaker (Chairman)

In Attendance: N Woollcombe-Adams (Chief Officer) and Matt Harvey (Development Officer).

1. Apologies for Absence – Ms S Dugmore.

2. Declarations of Interest –

G Morris declared an interest in Item 6 of the Executive Committee minutes dated 22.7.14.

3. Minutes of the Last Meeting – Agreed as correct record of proceedings.

4. Matters Arising from the Minutes of the Last Meeting –

- a) **Item 5b** – GM has been in contact with Steve Barker of SCC with whom he and PW will be meeting. Concern was expressed that Pharmacy, on its own, is unable to tender for Smoke Stop, because of the way the tender is structured. It was suggested that once the successful bidder was ascertained, possible ways of working with them could be discussed.
- b) **Item 14** – The LPC had the option of either buying Pharmoutcomes as a single license for the flu service, or a special eight month license. Noted that LAT were trialling a small number of Bristol pharmacies, and that some Somerset public health specialists would be attending a Pharmoutcomes master class in Wellington. It was agreed to buy the 8 month license, and keep it under contestant review, upgrading/extending as appropriate.

5. Minutes of the Executive Committee dated 22.7.14 –

- a) **Item 11** – Agreed that Martin Taylor should be paid up to 15th January 2014, and for his attendance at the March LPC meeting. The Committee believed that his work up until 15th January was reasonably justified, but that he should provide justification/detail of work invoiced subsequent to that date. This had been requested and was awaited.
- b) **Item 6** – Meeting with Steve Dubois and Liz Harcourt. Agreed that MH would meet with these representatives of the Somerset Partnership.

6. Correspondence –

- a) **Steve Dubois email re Pharmacy Research** – See Item 5b above.
- b) **LMC meeting date change** – PW, NWA to liaise.
- c) **PSNC Control of Entry Course** – NWA to attend.
- d) **Governance** – Agreed that executive members could sign off work done by members up to the value of £500. This would be ratified subsequently by the Committee. Any amount in excess of £500 would require Committee authorisation, and would need to be checked with the Treasurer in advance of payment.

7. Budget/Cash Flow –

- a) RM to cancel and reissue outstanding cheques.

- b) It was agreed in principle to reduce the levy to £8.00 per month, subject to the Strategy Review under item 13 below. This will be an agenda item for the October meeting.

8. LPN Meeting -

Workforce development is an ongoing discussion. Feedback had been requested as to “what good looks like”. FN agreed to put together some points.

9. PNA Report –

GM is attempting to find training material. It was noted that the next date for the HWB Working Group had been provisionally set for 25th November. There was a possibility that a PNA Sub Committee might also have to look at neighbouring PNAs, as well as discussing the Somerset PNA prior to our next meeting. It was agreed that a Sub Committee comprising GM, RM, PW and NWA should be formed for these purposes.

10. Development and Liaison Officer Report (circulated in advance by MH) –

The Following points arose:

- a) **Flu Training** – Training and engagement sessions had been booked, with 69 pharmacies signing up, to whom MH had emailed guides. MH would circulate the proposed Pharmacy poster for comment before publishing.
- b) **Smoking Pilot** – Not going well despite the relaunch. It was agreed that evidence from patients whilst reluctant to be involved was nonetheless important. Future Smoking Cessation Strategy would need to reflect item 4a above i.e. contact made with the successful bidder with effect from April 2015.

Contractors who wished to undertake training for the period up to 2015 before the new Contract is awarded should realise that this might not be cost effective.

- c) **SCR** – The LPC had approved a list of 30 Somerset pharmacies which had been forwarded to NHS England. Feedback as to which pharmacies they would require was awaited.
- d) **Needle Exchange** – CRI had been commissioned by SDAT. Notwithstanding SDAT appear not to have terminated the previous contract nor paid for the 2 pilot schemes. MH would speak to Matthew Hibberd to seek clarity on payment, and ascertain what CRI is supposed to be providing.
- e) **EPS** – Continues to be rolled out with few problems being notified.

11. Clinical Commissioning Group and Health and Well Being Board –

- a) **CCG** – PAMM meeting had taken place.
- b) **HWB** – No meeting had taken place in August.

12. Application Sub Committee –

The full Committee agreed that the following points should be made in response to the additional request for information recently received from NHS England, as part of the consultation in respect of the Great Bear Health Care application in Bridgwater:

- a) North West Ostomy Supplies – This company will supply any dressings or appliances required, as well as offering a customisation service.
- b) In practice GPs deal directly with suppliers/appliance contactors, who in turn deal directly with the patient.
- c) The CCG run a service with Stoma Nurses e.g. Yeovil Hospital, who can be requested to visit patients by any GP.
- d) The services mentioned above were offered county wide, not just in Bridgwater (the proposed location of the applicant).
- e) Suggest that NHS England contact the CCG, who commission services from nurses and hospitals, and who would be in a better position to respond to their queries.

13. LPC Strategy –

GM led a discussion on this important document, which it was agreed was a live document, and should be a Running Agenda Item with slots given to each of the section leaders. At the next meeting the Treasurer would give a comment on the likely Committee running costs and proposed levy reduction.

A mission statement was agreed as follows “We champion Community Pharmacy representing supporting, and enabling contractors to provide excellence across a wide range of patient services to deliver quality health outcomes”.

14. Anne Cole CCPE –

Anne circulated a list of future CCP events, and emphasised an event for 18th November on Consultation Skills (in conjunction with the LPC). A Safeguarding Training plus EHC event was also being organised in conjunction with Michelle Hawkes from SCC for November. It was aimed to have 3 of these per year. Anne also explained how the “Declaration of Competence” operated.

15. LPC Governance –

NWA outlined the objectives set out in the PSNC guidance document. Following this the Committee acknowledged their understanding of the guidance. It was agreed that MH and NWA, notwithstanding that they were not Committee members, should sign confidentiality agreements.

16. CCA Report – AD agreed to do this.

17. Date and Place of Next Meeting –

It was agreed that an Executive Meeting could be called by relevant Members should this prove necessary, but that the next meeting of the full Committee would take place at Ash House Hotel on 22nd October 2014, commencing at 9.30am.

18. Any Other Business –

- a) Agreed that discussion of the levy to be deferred to the October meeting.
- b) Dementia Strategy/Pathway – Links were already established with the CCG, but a representative was required on the strategy and task and finish group. LC would circulate details.
- c) Crewkerne pharmacy promotion leaflet – It was felt that this should be forwarded to the GPHC and to Boots HQ for comment.

- d)** Costing of Pharmacists for Inhaler Technique training in e.g. nursing homes – The general opinion was that a 2 hour session should be charged at £100 plus £5 per bed. AH agreed to pass this information on to Boehringer, who had agreed to sponsor a training session.
- e)** Meeting with the LMC to take place on 16th October.
- f)** Cheddar Medical Centre newspaper article re the outsourcing of Influenza Vaccinations - agreed that NWA would draft a statement and circulate this to all Members for use in the event that they were contacted by the media.