

# SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the Meeting of the Somerset Local Pharmaceutical Committee held at The Shrubbery Hotel, Station Road, Ilminster, TA19 9AR on **Wednesday 14<sup>th</sup> Nov 2018**.

**Members present:** Ms E Waller; (vice Chair) P Whitaker; Foivos Valagiannopoulos; A Harker; Ms A White; N Kyle; James Nicholas; Gareth Crawley; Emma Gapper. Javier Gomez from Touts attended as an observer.

**In Attendance:** M Lennox (Chief Officer), Mrs Y Lamb (Engagement Officer), Mary Pennington (Administration Officer)

**(Please note, names are highlighted in text for next steps)**

**1. Apologies for Absence – None**

**Javier** attended and has shown interest in joining the Committee. **Andrew H** will contact Javier to confirm his vote onto Committee.

**Plinio** will be joining the Committee and will attend the March LPC meeting.

**2. Chair and Vice Chair elections:**

**Committee unanimously agreed 100% -**

**Emma J Waller** from Vice Chair to Chair, **Peter Whitaker** stepping up to Vice Chair, whilst retaining his role as Treasurer along with Foivos. No other members wished to be considered.

**3. Andrew Downing –** Due to the resignation of Andrew, committee 100% agreed to show appreciation of his commitment shown to the LPC by way of a gift. **Emma G, Peter & Foivos** offered to look at options and present a gift before festive period.

**4. CCA Report – Emma Gapper** before end of meetings.

**5. Declarations of Interest – None**

**6. Minutes -**

**a) Minutes of the LPC Meeting of 12<sup>th</sup> Sept 2018 –** Agreed as a correct record of the proceedings.

**b) Minutes of the Exec Meeting of 22<sup>nd</sup> Oct 2018 –** Agreed as a correct record of the proceedings.

**7. Matters Arising from the Minutes of the above Meetings: None.**

**8. Governance, Budget & Financial Matters.**

- a) Treasurer report: working to a tight budget with regards to attending external meetings.
- b) Thought was given: are we fully trained as an LPC to integrate with certain professional bodies by attending their meetings?
- c) LPC to invest more in training members?
- d) Plan for next year: review 2019/20 budget moving forward in January 2019.
- e) **Foivos** - New legal contracts to be issued through Law Firm Clyde & Co for LPC Officers.
- f) Audit has now been renewed for the year through our own accountants Howells.

g) Peter advised all that invoices/expenses need to be promptly submitted

**9. Community Pharmacy Somerset.**

Marketing re-branding, **Michael, Yvonne & Mary** to liaise on ideas to promote.

Agreed that the soft repositioning is way forward.

Need to order new cards when old ones finished and badges as well ahead of 23<sup>rd</sup> January Strategy Event

**(Governance still under Somerset LPC).**

**10. Strategic Planning Review:**

Share vision, strategy and L&D delivery with other professional bodies: CCA, NPA, as well as community pharmacy.

Michael and James with input from Yvonne and Ann to produce a 2019-20 L+D plan to present to Full committee January

Schedule formation of an L&D sub-committee in January – **James.**

**11. Integrated Urgent and Emergency Care (IUEC)**

Depending L+D plan decision consider on how we might deliver a series of engagement evenings for 2019, to launch DMIRS and re-enforce and expanded MAS, with **James & Anne Cole at the forefront?**

New L&D document to be created for 2019 – **James.**

**12. Winter Resilience.**

Further to the planning for an Emergency Pharmacy Resilience Service Winter with NHSE-LAT no initial commissioning for 2018-19 was possible via the NHSE regional strategic group at present. It had been suggested that a micro and ad-hoc set of requests might be made should weather events bring problems. NHSE-LAT will provide a better 2-ways coms process for all contractors to follow. **Michael** to report back with further advice on outcome in December.

**13. Strategic Event Evening.**

Committee agreed to go ahead and host this event on behalf of the LPC. **Mary** has secured Dillington House on Wed 23<sup>rd</sup> Jan 2019.

**Michael** to source support for delivery/finance/Invites. Aim to deliver a 2yr forward view, gain support through STP, AHSN, PSNC, RPS and include NAPC.

**14. Sue Payne – Pfizer (smoking cessation)**

Can provide an overview of educational training to LPC contractors on Champix.

**15. Foivos to raise potential input in smoking cessation at the Cardiovascular Disease Group (CVD)**

(hospital referrals on discharge: stop before your op)

**16. Richard French GSK with colleague Caroline took us through COPD & Asthma devices.**

**17. Update on services - Yvonne**

All services progressing this year – including over 8k+ of flu jabs so far.

**18. Committee Micro Work Group sessions:**

**Primary Care Home: Champion Programme.**

Further to our dialogue in the session and the ideas captured, a PCH paper has been produced, circulated to Exec and will be brought to full committee table in January

**Effective 2-way communication with contractors.**

Develop & Share an email survey to contractors, asking a few simple questions on how we express ourselves as an LPC through our present communication channels.

**19. HLP – Yvonne:** - to check on requirements for HLP Champion Training and update committee.

**20. Virtual Outcomes**

It was agreed by Committee that we would not re-instate our contract with Avon Health Service next year for use of Virtual Outcomes, **Michael** will give VO an indication of our decision to terminate but a formal letter from LPC in name of Chair will need to be landed.

**Guest speakers** - Sue Payne, **Pfizer** 'Smoking Cessation' and Richard French with colleague Caroline **GSK** 'COPD & Asthma'. Would welcome to be invited to a larger LPC event in the future.

**Date and Place of Future Meetings -**

**Wednesday 16<sup>th</sup> January 2019 at The Shrubbery Hotel.**

**Wednesday 20<sup>th</sup> March 2019 at The Shrubbery Hotel.**

**Wednesday 15<sup>th</sup> May 2019 at The Shrubbery Hotel.**

**Executive Monday 10<sup>th</sup> Dec 2018, 10am Holiday Inn Taunton.**

Any Other Business.