



ANNUAL GENERAL MEETING OF THE SOMERSET GP EDUCATION TRUST TO BE HELD

**Wednesday 18 January 2017, 14.00
AT THE LMC OFFICE, CROWN MEDICAL CENTRE, TAUNTON
MINUTES**

1 **Welcome**

The Chairman welcomed members and officers to the meeting.

2 **Executive Committee Membership and elections to the Committee**

No prior nominations for any of the officer posts on the Committee had been received, and as all the existing members of the executive were able and willing to stand they were duly re-elected en bloc. Dr Sam Rainsbury was elected as an additional GP Educator member.

3 **Continuing relationship with Somerset LMC**

SGPET is pleased to regard itself as the educational arm of the LMC, and feels this position puts the Trust in a strong position compared to others in the Region. It was agreed that SGPET should seek to continue to current good and effective working relationship between the two bodies on the current basis. This will not impede the ability of the Trust to extend its remit to other clinical professionals.

4 **Membership numbers for 2016/17 and membership subscription for 2017/18**

Membership has declined in line with the fall in the total number of GPs in the county and the emergence of Symphony as a contract holder. In December 2016 there were 344 GP members and 75 specialist trainees, compared with 367 GPs and 102 STs last years. 60 practices are full members, compared with 61 last year, the total number of practices having declined from 75 to 72.

Attendance at meetings has increased with a rising number of non-medical clinicians at events.

It was resolved to continue the subscription at the current level of £150 a year. This remains the lowest in the Region.

5 **Prices for non-membership attendance**

The proposed increased prices for non-member GP attendance from 1st April were confirmed as £110 for a Study Day, £80 per day for GP Update Weeks, and £45 for Study Half days, with similar pro rata increases for practice nurses.

6 **Scope of work – GPs, Practice Nurses, HCAs, Practice Managers, Paramedics, Pharmacists and Health Coaches**

It was agreed that SGPET should seek to help in the educational development of the whole primary care workforce. Other professionals should in future be involved in the planning of the educational programme. Following a conversation with an ECP working in primary care, SGPET will be offering a series of educational events for ECPs that will also help them develop a professional network. This could also be the



foundation for building a professional appraisal scheme for ECPs in primary care.

It was agreed that the LMC Practice Nurse Adviser should be co-opted to the SGPET Executive.

JH and HY were asked to continue conversations with the Local Pharmaceutical Committee and the Local Pharmaceutical Network about professional development for Pharmacists and shared learning events.

Health Coaches are an emerging workforce group contributing increasingly to patient care. Their job role and emerging functions are not yet well defined, but they will need to acquire good accurate basic information about a range of clinical subjects and other elements of health care such as confidentiality and information sharing, safeguarding, patient safety. MH will look into this further. It was suggested a series of half day meetings covering perhaps one clinical element and one administrative one might be arranged, initially using CPEN funding.

7 **Somerset Community Education Provider Network**

The Somerset CEPN is making progress in providing education for new members of the workforce, in arranging more multi-professional educational events, and ensuring staff with no specific CPD requirement are able to maintain and develop their skills.

The CEPN has a fairly heavy reporting requirement to HESW via the AHSN. The long term role of the AHSN in this CEPN is not clear and it was agreed that Somerset CEPN could just well report directly to HESW.

MH has approached the Deanery to ask if a scholar in multi-professional education could be appointed in the county for a period of time.

Developing contacts with and involvement of Social Care should be a priority, though funding for this could be challenging, and SGPET funds should not be used for this directly.

8 **Relationship with Severn Deanery and other GP Education Trusts, CCG, MPH, YDH and Partnership**

Links with the Deanery remain important, including the QA process, though due to recruitment problems the number of ST members of the Trust has fallen sharply this year. Working relationships with the Somerset Foundation Trusts remain good, but costs of running Fresh Looks at MPH are considerable and the parking is a constant irritant. The Secretariat will explore the possibility of moving part or the entire course to a different venue, though GPs do quite like meeting on the hospital site. A series of Grand Rounds are planned at MPH and the success or otherwise of these will be informative in this regard. Contacts with Partnership are relatively few, but their staff are being helpful about participation in the proposed Mental Health Study Day.



- 9 **SGPET role in improving interprofessional relationships, encouraging GP recruitment and retention**
The range and quality of the educational provision from SGPET is an important 'pull' factor helping attract new GPs to the workforce.
- 10 **Year end 2016/17 accounts and draft budget for 2017/2018**
The accounts for 2015-16 showed a small deficit of £2,999, leaving a credit balance of £28,353. The 2016-17 budget anticipated a rise in membership that has not occurred, but venue costs are down and the CEPN contribution has not been factored in so the worst outcome should be to break even. The draft budget for 2017-18 will be presented to the next executive meeting.
- The accounts for 2015-16 were duly adopted.
- 11 **Date of the next AGM**
The next AGM will be held in the LMC Offices on Wednesday 17th January 2018 at 14.00.
- 12 **Date of next SGPET Meeting**
The next SGPET Executive meeting will be held to follow the CEPN meeting (at approximately 13.00) on Wednesday 15th February.
- 13 A.O.B
None was raised.

Apologies	Attending
Dr Tim Horlock, GP Educator	Dr Tony Wright, Chairman
Dr Ulrike Naumann, GP Educator	Dr Harry Yoxall, Secretary
Dr Hilary Allen, GP Educator	Dr Martyn Hughes, Vice Chairman
Dr Elisabeth Gillies, GP Educator	Jill Hellens, Treasurer
Dr Martha Manning, GP Educator	Dr Andy Eaton, GP Educator
Dr Sam Rainsbury, GP Educator	Erica Baily, Administrator