



ANNUAL GENERAL MEETING OF THE SOMERSET GP EDUCATION TRUST HELD

**Wednesday 17 January 2018
AT THE LMC OFFICE, CROWN MEDICAL CENTRE, TAUNTON
MINUTES**

1 Welcome

The Chairman welcomed members and officers to the meeting. Apologies received from Dr Harry Yoxall and the Chairman thanked Dr Andrew Tresidder for attending.

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 Rachel Winter was elected as an additional GP Educator member.

Dr Harry Yoxall, Secretary will be retiring in February. Dr Barry Moyses will be taking the position and will be invited to become Secretary.

Dr Martyn Hughes will gradually be phasing down involvement and a successor/s is being sought.

Dr Martyn Hughes commented that the educator team was fuller, more varied, had new First 5 members and a good geographical spread compared to the last 10 years.

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 2017/18 and membership subscription for 2018/19

Membership has declined slightly in line with the fall in the total number of GPs in the county. In January 2018 there were 337 GP members and 90 specialist trainees compared with 344 GP members and 75 specialist trainees in the previous year. 60 practices are full members, the same as last year.

Attendance at meetings has increased with a rising number of non-medical clinicians at events. Across Somerset GP numbers are decreasing and non-medical clinicians increasing, this will see the SGPET funding continue to diminish.

It was resolved to continue the subscription system at the current level of £150 for 2018/19 membership year. This system is based on individual GPs joining on a personal basis, and where all GPs from a practice are members this enables other members of that practice's team to attend SGPET activities at no additional cost. Changes in the general practice workforce in Somerset mean that many practices



have reduced numbers of GPs and a rising number of non-medical clinicians. Consequentially such a practice therefore has increased numbers of clinicians wanting to access SGPET activities (to keep up to date, expand skills and maintain professional certification) BUT the practice overall is contributing less subscription fees to the SGPET. There was therefore discussion on the feasibility of going to a practice educational levy which would be based on practice list size and enable all the practices clinicians from all the varied professional groups to access SGPET activities at no additional cost. The Chair asked Jill Hellens to look into figures and structure and report to the SGPET Committee.

5 **Prices for non-membership attendance**

There will be no increase in prices for non-member GP attendance currently £110 for a Study Day, £80 per day for GP Update Weeks, and £45 for Study Half days; with similar prices for practice nurses.

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

It was confirmed that SGPET /SCEPN are continuing to grow and provide an extensive number of events, including increased events for PCPs, Health Coaches and HCAs with additional support from Nurse Adviser to practices.

It was agreed that the GP Educator team, now at 11 members, would benefit from further development and team building. Dr Barry Moyse will be replacing Dr Harry Yoxall on his retirement and Dr Martyn Hughes will be reducing his involvement over the next year. It was agreed the priority for 18/19 will be to continue to find a suitable Lead to cover Dr Hughes current involvement.

7 **Somerset Community Education Provider Network (SCEPN)**

SCEPN was started in October 2016, funding was provided from HEE and was £180,341 for the first 3 years, with an additional top up of £16k for 18/19.

SGPET continues to provide administrative support to SCEPN and SCEPN uses SGPET as the main provider for current events.

8 **Relationship with Severn Deanery and other GP Education Trusts, CCG, MPH, YDH, Partnership and Local Workforce Action Board (LWAB)**

Links with the HEE South West remain important and are mostly expressed through shared activities with the Somerset GP Training Programme, Severn School of Primary Care and with other EPOs in Severn. It was recommended developing closer relationships with Medical Directors in the Foundation Trusts, MPH and YDH and to do this we will strengthen links with the primary care leads for MPH and YDH – Andrea Trill and Kathryn Patrick, respectively.



SGPET recognises it has a significant contribution to make to primary care workforce planning and development in Somerset and also can support all groups and organisations working to maintain and grow a strong general practice in Somerset. As the educational arm of the LMC we are therefore pleased that HEE appointed SGPET to provide the administration and management for Somerset CEPN. Through Dr Harry Yoxall we have an important link to the Somerset LWAB, Local Workforce Action Board and through Dr Yoxall and Jill Hellens with role the Somerset GP Board. SGPET will invite Dr Yoxall to continue to provide these links over the next year.

9 **SGPET role in improving interprofessional relationships, encouraging GP recruitment and retention**

Dr Andrew Tresidder spoke about an additional national service for supporting and addressing health and wellbeing problems in GPs, “GP Health Service” which provides GPs with access to varied services including confidential mental health and addiction support groups. As part of this work there is funding for 8-12 GPs to create a group, (working on loose adapted Balint methods) to meet regularly for 90 mins for reflective support. Requested SGPET/LMC to advertise widely. Dr Tresidder also discussed Schwartz Rounds which are well-established in hospitals as a way of providing clinicians with a forum to discuss the personal emotional impact of providing patient care. Dr Tresidder is a Schwartz trainer and available to speak to SGPET events

10 **Year end 2016/17 accounts and draft budget for 2018/2019**

The accounts for 2016-17 showed a surplus of £7,477 leaving accumulated funds of £35830. The draft budget for 2018/19 shows an increase for admin support from £45,000 to £50,000.

It was agreed a finance meeting will be held to discuss educator fees and speaker fees. Also to discuss the proposed increase for admin support given there will be a management fee applied for CEPN work.

The accounts for 2016-17 were duly adopted.

11 **Date of the next AGM**

The next AGM will be held in the LMC Offices on Wednesday 23 January 2019 at 14.00.

12 **Date of next SGPET Meeting**

The next SGPET Executive meeting will be held 18 April.

13 **A.O.B**

None was raised.



Apologies	Attending
Dr Hilary Allen	Dr Tony Wright, Chairman
Dr Andy Eaton	Dr Martyn Hughes, Vice Chairman
Dr Tim Horlock	Dr Sam Rainsbury
Dr Ulrike Naumann	Dr Andrew Tresidder
Dr Martha Manning	Dr Rachel Winter
Dr Elisabeth Gillies	Jill Hellens, Treasurer
Dr Bridget Carne	Erica Baily, Administrator
Dr Harry Yoxall	