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	<p style="text-align: center;">THE 124th MEETING OF THE COMMITTEE WAS HELD AT RAMSDALE PARK GOLF CLUB, OXTON ROAD, CALVERTON WEDNESDAY 18th JULY 2018 AT 9AM</p> <p>Present</p> <p>In the Chair: Rob Severn (RS)</p> <p>Chief Officer: Nick Hunter (NH)</p> <p>Secretary: Alison Ellis (AE)</p> <p>Treasurer: Gordon Heeley (GH)</p> <p><u>Members:</u> Raza Ali (RA), Mandip Bassi (MB), Dave Fernley (DF), Mike Jones (MJ), Dayaram Mistry (DM), Gurikbal Singh (GS), Jon Such (JonS), James Sutcliffe (JS), Randeep Tak (RT)</p> <p><u>Attending</u></p> <ul style="list-style-type: none">➤ Colette Cooknell, GPhC Inspector➤ Annie Loveday, CGL➤ Carrie Fogg, Smokefree Nottinghamshire➤ Rosie Waters, Smokefree Nottinghamshire➤ Pallavi Dawda, DMIRS Project Manager➤ Samantha Travis, NHS England <p><u>Apologies</u></p> <ul style="list-style-type: none">• Mindy Bassi, Chief Pharmacist, Greater Nottingham Clinical Commissioning Partnership• Vijay Pujara, LPC member• Linda Ferguson, LPC member• Samina Hashmi, LPC member
1	<p><u>Self assessment review – Attachment 1</u></p> <p>Members to go through each point and score before attending the meeting Discuss each point, record answers and actions on the online version</p> <p>BUSINESS AND STRATEGIC PLANNING</p> <ul style="list-style-type: none">a) Purpleb) ?? link to budget – contingency plans not in place – GREEN – progress on areas that are not on track <p>GOVERNANCE</p> <ul style="list-style-type: none">a) Governance sub group – PURPLEb) Chased by AE and JonS – PURPLEc) Contract and 6 monthly reviews / appraisals plus exec meetings – PURPLEd) On the business plan and the agenda – some are verbal reports not written – PURPLE

- e) Separate roles for secretary and treasurer - PURPLE

MANAGEMENT AND STRUCTURE

- a) Work plan reviewed at each meeting - ?? connection to budget – PURPLE
- b) Don't feel take action when not progressing – PURPLE
- c) Constantly review at the committee and regionally – changed recently (decreased) – regularly meet with Derbyshire LPC exec – need to be clear on where need to work together – GREEN
- d) GREEN
- e) Not done the skills assessment yet for this committee – Sept agenda – GREEN
- f) Always invited and attends at least half the meetings – PURPLE
- g) Share all the time – weekly with PSNC – PURPLE

FINANCIAL MANAGEMENT

- a) Very complex – PURPLE
- b) Bi-monthly reports – PURPLE
- c) PURPLE
- d) Approved through treasurer and detailed expenses issued for each meeting – goes through RS, DF and maybe JonS – PURPLE

COMMUNICATION

- a) Have a plan but need to increase – GREEN
- b) Website and newsletters – more frequent but with less information – using different formats – GREEN
- c) Not sure how much detail need to send – send relevant information – maybe have 2 versions for contractor and employees - GREEN
- d) Don't issue Press releases – really well with MPs – GREEN
- e) Let contractors know how they can contact the LPC – PURPLE
- f) WORK TO DO – GREEN
- g) Good relationship - PURPLE

CONTRACTOR DEVELOPMENT

- a) Works with NHSE 1-1 – PURPLE
- b) Done work on flu and starting DMIRs – not aware of numbers doing what service – GREEN
- c) Need to engage with contractors around services – need to do more on explaining the new commissioning environment – part of comms plan AMBER
- d) Very fragmented, proactively working with CCGs, PH and NHSE on services – challenge is around the sustainability and this is to do with the funding not the work being done – GREEN
- e) Provide support, training, - PURPLE
- f) NH talks to PSNC around services and all services are included on the database– PURPLE

STAKEHOLDER RELATIONSHPS

- a) Involved in STP, Greater Notts Meds Opt - PURPLE
- b) PURPLE
- c) Meet LMC regularly and work together on some items – PURPLE
- d) Meet / talk with LOC too – PURPLE
- e) Have formal and informal – PURPLE
- f) PURPLE
- g) Represent on all the workstreams - PURPLE

Actions: Skills assessment to be reviewed at Sept 18 – maybe between agenda and AGM and using the buddy system

Actions: If members wish to attend the regional meetings then to let RS and NH know

Action: Review the newsletters – maybe 2 versions – employee and contractor

Action: More engagement with contractors around services and who commissioners what – NH

	<p>Action: Send through list of acronyms to members and explanation of different organisations – NH/AE</p>
	<p><u>Colette Cooknell, GPhC inspector</u> <i>Consultation on developing our approach to regulating registered pharmacies (copy of presentation being sent via GPhC) - Consultation closes on 09.08.18</i></p> <p>3 different inspections – routine, themed and intelligence led</p> <p>Changes</p> <ul style="list-style-type: none"> - Will be publishing reports on new website - Consistency of approach and reporting - Regional managers will review reports before being issued. - Owners will be able to check the report for corrections before published - GPhC will issue ‘what is a good pharmacy’ document <p>Members asked to respond to the GPhC consultation individually and also ask contractors to do</p>
2	<p>Pharmacy Funding Cuts and contract changes</p> <p>Quality Payments update</p> <ul style="list-style-type: none"> ➤ Healthy Living Pharmacy – update ➤ Learning difficulties and HLPs - https://www.changepeople.org/ ➤ HLP Newsletter June 2018 - Attachment A ➤ Future of NUMSAS <p>Funded until end September – no further news – closer get to September the less chance that will not be carried on.</p> <ul style="list-style-type: none"> ➤ Evaluation of Quality Scheme payments ➤ New service - Digital Minor Illness Referral Scheme (DMIRS) Training date – 13.09.18 – Attachment B1, B2, B3 and B4 <p>DMIRS - Pallavi Dawda – Project Manager – attended the LPC meeting</p> <p>Pallavi is an LPC member in Leicestershire and part of the LPN network – seconded to project manage the launch of DMIRS in East Mids</p> <p><u>Background to the service</u></p> <p>Patient rings 111, community pharmacy is on the referral pathway. Each consultation the pharmacy is paid £14 and then can feed into other services including MAS, NMS etc.</p> <p>Pilot been running in North East – need more data to be able to review this properly so Devon and East Midlands are now involved – commissioned until March 2019</p> <p>SLA being approved and will be sent out to all contractors</p> <p>Provisional launch on 24th September – training on 13.09.18 – includes info session at Nottingham University School of Pharmacy – may do another date if needed.</p> <p>Can attend other training sessions across region that are organised – all dates will be sent out to contractors so can attend the best date and venue – other dates in the area are</p> <p>30th August 2018 – Derbyshire Hotel</p> <p>11th September – Leicestershire</p> <p>Multiples are being consulted with around information being sent out and training – whether ‘in-house’ approach would be more effective.</p> <p>Not essential but feel that would be beneficial to contractors / staff to attend.</p> <p>Training – there isn’t anything that pharmacy are not doing already – will be doing specific training for NHS 111 call handlers on pharmacy services available.</p> <p>September sign up via NHSBSA – testing involved with the DoS team like NUMSAS</p> <p>Results in North East shows that more impact in normal hours rather than out of hours</p> <p>350 referrals a week</p> <p>Patient are given a carefully worded message from the call handler – same as NUMSAS – stating that being referred for a consultation not treatment. Mainly self-care advice that will be given.</p>

LPC to promote and sell the service to contractors
 Average time taken for the service is 10 mins
 Ultimate aim is to change behaviour of where patients go first. Not advertising the service to the public – only to health professionals.
 Survey on satisfaction – this may be sent via email / text rather than completing at the pharmacy

Actions: Advertise the training and dates for Nottinghamshire, Derbyshire and Leicestershire
Action: Let contractors know about the service and the launch date

Revalidation
 Nothing more to discuss

GDPR
 Retention of records - <https://psnc.org.uk/contract-it/pharmacy-regulation/retention-of-pharmacy-records/>

Privacy statement – Attachment C
 The LPC statement is based on the PSNC privacy statement template
 Not sure what the LPC are registered under ICO – GH to check
 All members present voted and agreed that this can be published as the LPC policy
 Put on website and in newsletter say that it is on the website

Action: AE to add the policy onto the website and include on the next newsletter
Action: GH to check what registered with ICO regarding patient data

PSNC Statement on Funding Negotiations (Discussion)

- Community Pharmacy: Developing Services for the Future – Attachment D1
- Introducing the Universal Community Pharmacy Care Framework – Attachment D2
- Community Pharmacy Care Plan – The Patients Journey – Attachment D3
- PSNC Proposals for Community Pharmacy Contractual Framework (CPCF) Developments – Attachment D4

Moving away from volume driven to care outcomes
 Phased transition is needed so that can adapt business around the new model.

Consultation on the proposals –feedback to Garry Myers

3 Review Strategic plan
 Sub-groups to review strategic aims for September meeting

4 Sub group allocation
 Agreed what groups the LPC are working on this year – agreed members in each group according to members interests and experience.

Governance	Finance	Communications	Service Development and resources
Jon Such James Sutcliffe Mike Jones	Linda Ferguson Gordon Heeley Mandip Bassi Dave Fernley	Raza Ali Gurikbal Singh Vijay Pujara Rob Severn	Randeep Tak Dayaram Mistry Samina Hashmi

NH and AE to support all sub groups and attend meetings when needed

Each sub group will be allocated a budget to cover backfill and costs – reports to be included in meeting documents. At the first meeting of each group spend time looking at the strategy plan and review the self-assessment document (PDF version).

Action: GH to send through the sub group budget documents

Action: Sub groups to review the self-assessment document once this has been sent by NH / AE (PDF version)

Action: Sub groups to spend time at the first meeting reviewing the strategy plan 2018/19

5

Governance Items

5.1 Declarations – outstanding from SH, GS, JS – Attachment E

Received declarations from JS and GS and asked DF to sign the confidentiality form which was missed last meeting.

5.2 Training update

- Flu training update
- Training plan 2018/19 - Attachment F

September is a busy month for training and services

Rob is RPS LPF chair and is working with LPC around joint training and funding – all members are happy with the plan for joint sessions.

a) Finance update

- Discussed in the finance section of the agenda

b) Media / Communication –

- Whatsapp group guidance – Attachment G1

Forward to next meeting –

- Interest areas of members - Attachment G2

Forward to next meeting

- Contractor / member list update – Attachment G3

AE to send out to all members and then to send out to contractors with business cards for their LPC member.

- Member contact details – Attachment G4

AE to send out to all members once have all info completed

- Member mentors / buddy system – Attachment G5

AE to send out to all members

Action: AE to send out contractor / member allocation list to members and also to contractors with the AGM invite by 19.08.18

Action: AE to send out the member contact details spreadsheet once completed to all members

Action: AE to send out the new member buddy allocation to all members

5.3 AGM 2018– 19th September 2018

Alastair Buxton is unavailable to attend the AGM – who do we invite instead??

Annual reports need to be completed by Chair, Secretary and Treasurer by 11.08.18

Constitution requires the accounts to be presented to contractors and them to vote to approve the accounts as part of the annual report. Postal votes can be accepted for those contractors who are not able to attend in person.

It was discussed whether to have a big event and invite speakers to attend and present (feel that there is so much going on in September that probably is not the best date. Discussed holding a minimal AGM –

2pm on 19th September 2018 and then organising a contractor event to cover the new contract proposals at a future date in the Autumn – outside of flu and DMIRS implementation and the CVD PH campaign, all of which also have training implications.

Organise another event for Alastair Buxton / Simon Dukes to attend and present to contractors

Open meeting 2pm – 3pm

Annie Loveday, CGL – did not attend

- New Hepatitis C strategy
- Buprenorphine advice from PHE – Attachment 2

Carrie Fogg, Solutions4Health

- Smokefreelife

New Pharmacy lead – Rosie Waters – she will be point of contact for Smoking Cessation

Looking at working with other organisations, schools etc

Tier 1

Solutions4Health - Set up telephone service 7 days a week – pharmacy to signpost patients to this service

Tier 2

Pharmacy and GPs etc - Offering Smoking Cessation support. This will be payment by results.

Rosie is going to go out to each pharmacy that has signed up to the service and explain / support them with the service pathway

Tier 3

Specialist areas

Advice and NRT supply - SLA tariff

£50 per quit + £75 flat fee for NRT (not descriptive on what product is used)

There will be no payment for any clients that do not quit (have a 4 week quit window) - if get to week 3 then don't supply with any more NRT (Russell Standards).

£30 for non-quit based on 50% quit rate

Target is set at 40 quitters per year

Support for staff and making aware of training provided by S4H

85% of quitters to have CO validation

Set up Facebook and Twitter – like to include case studies of quitters (these are usually anonymised, but the pharmacy may be mentioned in these).

Rosie will deliver face to face training in pharmacy (replaced compulsory training with mentoring) – hope to train up to the same level as the call centre staff – providing ongoing support.

Requirement needed to provide service - complete the NCSCT online training, monthly visits, check paperwork, regular promotions, performance meetings every quarter.

There will be an awards ceremony each year to celebrate the achievements of quitters and the service provider that has supported them.

Solutions4Health are revising the SLA and then will send out to contractors and the LPC – this will then be added to the LPC website page and promoted in the newsletter

Advertising material – leaflets and posters have just been printed will be distributed to pharmacies.

Solutions4Health are hoping for another 2 years of the service contract

The service will be advertised on SFLN website and there will be social media targeted promotion when pharmacies have signed up.

Action: AE to add the SLA, PGD and information docs to the LPC website and highlight in the next newsletter when received

	<p>Sam Travis, NHS England</p> <p>ST has managed to source some non-recurrent funding of £256,000 – to be used by March 2019 across Notts and Derbys.</p> <p>Plan is to use this on the following</p> <ul style="list-style-type: none"> - HLP resources - Health Literacy - BP screening service expansion – tie into a PH campaign - AF screening - Walk in my Shoes work – link to eRD - ENT training - Flu training - Upskill new pharmacists around GDPR and SCR
<p>6</p>	<p>6.1 Apologies for absence</p> <ul style="list-style-type: none"> ➤ Vijay Pujara ➤ Samina Hashmi ➤ Linda Ferguson <p>6.2 Acceptance of the minutes from 16th May 2018 - Attachment H1</p> <p>The minutes of the meeting held on 16th May 2018 were agreed as an accurate and true record and signed by Rob Severn, Chair.</p> <p>6.3 Action points from 16th May 2018 – Attachment H2</p> <p>1.1 HLP Covered under ST update – further action for LPC to support task and finish group to look at HLP and other service opportunities</p> <p>1.2 Antimicrobial resistance resources NH has sent through the materials to JonS</p> <p>1.3 Spirit Healthcare NH has not met with Chris yet – hoping to meet in September with Raza</p> <p>1.4 STOMP Passed on LF contact details regarding this meeting</p> <p>1.5 APC Ankish Patel is attending the meeting on 19.07.18. MJ and RT are interested in attending these meetings and it was suggested that they shadow AP so aware of the issues discussed and then attend when AP is unavailable. Suggested that they are also attend the GNMOC meeting with NH to.</p> <p>6.4 Declarations of Interest for any item on the agenda</p> <ul style="list-style-type: none"> • <i>If any member has any personal or pecuniary interest whatsoever in any matter, they should declare it or not actively contribute to the discussion unless asked by the rest of the committee to provide factual information to aid their understanding. In either case they should not vote on the item</i>

NHS Contract Matters**7.1 New contracts-Routine**

Nothing received

7.2 New contracts-Excepted

7.2.1 No Significant change relocation

By: Bestway National Chemists ltd T/A Well

From: Unit 4b Candleby Lane, Cotgrave, NG12 3JG

To: Belvoir Group, Cotgrave Health Centre, Candleby Lane, Cotgrave, NG12 3LG

Closing date: 27th August 2018

Serving the same population

Moving across the square into the health centre

Needing to move as demolishing the building currently in.

Need to confirm the opening times as these were wrong on the application

Services provided will be the same

RESPONSE – meets the criteria for a no significant change relocation and ask for confirmation of the correct opening times

Contract applications received from other areas**7.3 Litigation**

Nothing received

7.4 Decisions

7.4.1 No significant change relocation

By: Boots Pharmacy

From: Cripps Health Centre Pharmacy, University of Nottm, Nottingham, NG7 2QW

To: Cripps Health Centre Pharmacy, University of Nottingham, Nottingham, NG7 2RD

Approved

7.4.2 Combined change of ownership and no significant change relocation

From: WR Evans Healthcare Ltd T/A Manor Pharmacy

To: PCT Healthcare Ltd

From: 38 Low Street, Sutton in Ashfield, NG17 1DQ

To: Ashfield Medical Centre, King Street, Sutton in Ashfield, NG17 1AT

Further response by 13.07.18 – Attachment I

7.4.3 No significant change relocation

By: SRL Group Ltd T/A Sherwood Late Night Pharmacy

From: 501 – 503 Mansfield Road, Sherwood, NG5 2JJ

To: 475 Mansfield Road, Sherwood, NG5 2DR

Approved

7.4.4 Change of ownership

From: Manor Pharmacy

To: PCT Healthcare Ltd

At: 1 Milton Court, Ravenshead, Nottinghamshire , NG15 9BD

Approved

7.4.5 Change of ownership

From: Manor Pharmacy

To: PCT Healthcare Ltd

At: 1a Forester Street, Netherfield, Nottingham , NG4 2LJ

Approved – from 01.07.18

7.4.6 Change of ownership

From: Manor Pharmacy

To: PCT Healthcare Ltd

At: 49 Brook Street, Sutton in Ashfield, Nottingham , NG17 1ES

Approved – from 01.07.18

7.4.7 Change of ownership

From: Manor Pharmacy

To: PCT Healthcare Ltd

At: Harwood Close, Skegby Road, Sutton in Ashfield, Nottingham , NG17 4PD

Approved – from 01.07.18

7.4.8 Change of ownership

From: Manor Pharmacy

To: PCT Healthcare Ltd

At: 48 rosemary Street, Mansfield, NG18 1QL

Approved – from 01.07.18

7.4.9 Change of ownership

From: Peak Pharmacy

To: PCT Healthcare Ltd

At: 93 Westgate, Mansfield, NG18 1RT

Approved – from 01.07.18

7.4.10 Change of ownership

From: Ladybrook Pharmacy

To: PCT Healthcare Ltd t/a Lady Brook Pharmacy

At: 18 Ladybrook Place, Mansfield, NG18 5JP

Approved – from 01.07.18

7.4.11 Change of ownership

From: Manor Pharmacy

To: PCT Healthcare Ltd t/a Peak Pharmacy

At: 40 Derby Road, Stapleford, Nottingham, NG9 7AA

Approved – from 01.07.18

7.5 Responses received

Nothing received

7.6 **Amendments to the list**

7.6.1 Change in supplementary hours –

By: Manns Pharmacy

At: 271 Westdale Lane, Carlton, Nottingham, NG4 4FG

Please note the change of supplementary hours

From: Mon - Fri: 6pm – 6.30pm To: No supplementary hours

Total opening hours with effect from 18 June 2018 (Core &

Supplementary):- Mon - Fri: 9am – 1pm, 2pm – 6pm

7.6.2 Change of ownership

	<p>From: Lloyds Pharmacy To: JHoots Pharmacy At: 1 robin Hood Walk, Newark on Trent, NG24 1XH From 05.07.18</p> <p>7.6.3 new distance selling pharmacy opening By: Nup S Corporation T/A Galexa Pharmacy At: 61 Annesley Road, Hucknall, NG15 7DR Opening on 15.07.18</p>
8	<p>Treasurer's report – GH</p> <p>8.1 <u>Finances May / June 2018 – Attachment J1, J2</u> <u>May</u> Received sponsorship money from Boehringer from last September</p> <p><u>June</u> Year end and P60s so higher costs for this month regarding the Payroll company Paid for equipment for ENT and AF but invoiced NHS England for this and will be receiving payment soon.</p> <p>8.2 <u>Cashflow – Attachment J3</u> Reserves are growing- estimated £69k over target at next year end. Sub groups are now in place so this excess may start to be used. Sponsorship – if have contacts then forward details to AE and Liam Stapleton.</p> <p>8.3 <u>Annual accounts 2017/18 and Treasurer Annual Report – Attachment J4, J5, J6 and J7</u> Prepared by accountant Accounts that GH produces are management accounts so different timeline The Levy is set at £17,000 which was 10% - it is currently at 12.5% due to average item costs falling – need to look at whether this needs to be lowered at the 6 month review. Expenses from meetings for members attended during the year Discussed members agreeing to work at least once a month to be able to increase the LPC capacity - discuss this via sub groups</p> <p>8.4 <u>National meeting of treasurers 14.06.18 - Attachment J8</u></p> <p><u>Judicial Review</u> Decision delayed until later in the year <u>National benchmarking of chairs, vice chairs treasurers</u> how much paid, hours worked etc <u>HMRC</u> Waiting for information from PSNC. Rather than paying individual member payments better to pay company or pay tax for members expenses</p> <p><u>Interest rate Lloyds Bank</u> PSNC looking at changing the account as charges have increased and interest decreased <u>Financial risk register</u> need to look at if the chair, chief officer, treasurer leave what will happen within the LPC – piece of work on what is the risk of happening, what is the plan if it happens etc GDPR breach – ICO registered etc Asset log – only projector, filing cabinets</p> <p>8.5 <u>LPC Employment Law and HR Support – Attachment J9</u> Works out at £150 per LPC to receiving HR advice and booklet Watch space for further details</p>

9

Chief Officer / Chair reports –

Chair report – Attachment K

9.1 Branded generics – Attachment L1 and L2

For information

9.2 Bassetlaw MAS meeting 8 June – Attachment M

For information

9.3 Pharmacy Frontline Strategy event- 14.06.18 – Attachment N

For information

9.4 MP briefing event 17.07.18 (RS) - Attachment O

Lilian Greenwood, Gloria De Piero and Alex Norris all attended the MP briefing

Gloria De Piero – wishing to attend a pharmacy in Brinsley / Selston

Apologies received by

Kenneth Clarke

Robert Jenrick

Ben Bradley

9.5 Golden Generation 50+ Fair: Fun, Facts, Fitness, Health and Advice - 14.09.18

(organised by Mark Spencer MP)

Blidworth – Dudley Taylor

Action: NH to chase up the superintendent for Dudley Taylor

9.6 CD LIN meeting 13.6.18 - Attachment P

For information

9.7 Simon Dukes, CEO PSNC – visiting pharmacy in Nottinghamshire

Tuesday 18th September 2018

Jon – Evans Pharmacy Newark

Boots @ Northgate Newark

Raza – Riverside Pharmacy, Bulwell

Needs to be at Morley Hayes for Derbyshire LPC AGM in the evening – JonS to check with David Evans if he could provide a lift to the Derbyshire LPC meeting.

9.8 Leadership Academy 12.07.18 (RS)

RS got lots of action points from this meeting – found it really useful

Models on measuring engagement – working with Teeside.

½ hour per contractor per week of LPC support = we are at ¼ hour

Cloud storage – do we do this – Onedrive ??

Pharmacy awards are held in some LPC areas

Pastoral care of contractors

Whatsapp broadcast (one way communication)

9.9 Medicines Optimisation Innovation Exchange

Report was issued on 17/07/18

There are 9 workstreams –

Rob was involved in some conference calls – nothing since though

LPC need to be involved / engagement –

	<p>NH will respond to say that the LPC wish to be involved in all workstreams – NH will then ask for volunteers when needed to attend once dates are arranged</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: Agenda item for September 2018 – Medicines Optimisation Innovation Exchange workstreams</p> </div> <div style="border: 1px solid black; padding: 5px;"> <p>Action: NH to contact AHSN and say that Notts LPC would like to be added to the workstreams and will get volunteers to attend</p> </div> <p>9.10 Office space (RS) – Attachment 3a, 3b, 3c, 3d Venue looked at in Cotgrave is big enough to hold the LPC meetings, training events, contractor Q&A Can use to meet with contractors Could rent out the office space for a meeting room to contractors Presents a good professional image Need to look at other places for the same amount of money before making decision. Finance committee needs to be involved in these discussions. Need to search for more office space – North of the city with car parking would be preferable. AE to search for other premises around the same price.</p> <div style="border: 1px solid black; padding: 5px;"> <p>RS asked the LPC committee’s permission to see if there is anywhere better and if not, then need to go to finance committee for approval and then email for all members the decision.</p> </div> <p>9.11 <u>Ben Bradley MP pharmacy visit – Rowlands Mansfield Woodhouse – 30/08/18 1pm</u> For information</p>
<p>10</p>	<p>Member / contractor allocation contact <u>RS contractor visits – Attachment Q</u> RS has visited a few contractors on his LPC work days RS to produce a pharmacy visit report – hints and tips document</p>
<p>11</p>	<p>Tenders and bids / Consultations / Service Opportunities</p> <p>11.1 <u>DHSC Regulations Review and report</u> https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/696207/PLPS_2013 - PIR.pdf Discussion on reducing hours for 100 hour pharmacies, DSP, Not a consultation – report from selective consultations, findings and recommendations</p> <p>11.2 <u>Nottingham City CCG launch engagement activity to talk about over the counter medicines on prescription -</u> De-prescribing launch – sent information out to members</p> <p>11.3 <u>Consultation on draft qualification units for Pharmacy Technicians -</u> https://www.surveygizmo.com/s3/4380586/Qualification-for-Pharmacy-Technicians Members noted and encouraged individual responses</p>
<p>12</p>	<p>Standing items</p> <p>12.1 STP</p> <ul style="list-style-type: none"> ➤ <u>Nottinghamshire LWAB Engagement Session – 07.06.18 –</u> Community pharmacy are included in the plans ➤ <u>STP Advisory Group 2nd May - Minutes and updated action log 02.05.18 – Attachment R1</u> Michael Wright, LMC Chief Officer, has taken on the chair of this group – good relationship with the LPC

	<ul style="list-style-type: none"> ➤ <u>Developing an Integrated All Age Mental Health Strategy for Nottinghamshire STP - First Stakeholder Workshop Agenda 120618 – Attachment R2 and R3</u> RS attended. RPS sent representative and they have announced the local lead ➤ <u>Notts STP UEC meeting notes 20 June - Attachment R4</u> For information ➤ <u>STP advisory board 09 July meeting notes – Attachment R5 and R6</u> For information <p><u>Bassetlaw</u></p> <ul style="list-style-type: none"> ➤ SYB STP UEC meeting 22 May.18 – Attachment S1 ➤ SYB STP Urgent and Emergency Care 25.06.18 - Attachment S2 ➤ SYB ICS Primary Care Workshop – 25.09.18 9am – 4pm Keepmoat Stadium, Stadium Way, Doncaster, DN4 5JW <p>For information</p>
13a	<p><u>LOCAL AUTHORITY REPORTS</u></p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY <ul style="list-style-type: none"> ➤ Joint PH meeting with LPC + LMC 05.06.18 – Attachment T ➤ Public Health Services consultation - completing a 10 minute online survey: https://consult.nottinghamshire.gov.uk/public-health/public-health-consultation-2018 <p>Members asked to complete the online survey</p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH CITY <ul style="list-style-type: none"> ➤ Sexual Health PGD's update ▪ HWB COUNTY http://www.nottinghamshire.gov.uk/dms/Meetings.aspx Summary from 06.06.18 - Attachment U ▪ Next meeting date – 05.09.18 2pm @ County Hall ▪ HWB CITY http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?CommitteId=185 ▪ Next meeting date: 25.07.18 @ Loxley House
13b	<p>NHS England Area Teams</p> <ul style="list-style-type: none"> ➤ opening hours monitoring by local NHS England team (Contractor request to discuss) <p>NHS England have requested that contractor submits his hours through Pharmoutcomes Routinely asked – every week – issue remedial notice if not received Stated in operations guide that they should request submission of hours for over 40 core hours per week not just 100 hour pharmacies Every area team are requesting these so not singling out – NH has asked SY, Lincolnshire, Leicestershire May need the document to be laid out differently so would be easier to complete – Nick to contact Chris Kerry.</p> <p>LPN's Nothing further to report</p>
13c	<p>If you have been to any local meetings then let Alison know and send a report through to be added to the meeting agenda</p> <p>CCG updates</p> <ul style="list-style-type: none"> ▪ Bassetlaw Minor Ailments Service ▪ Prescribing Hints & Tips Newsletter May 2018 – Nottm City – Attachment V <p>Mid Notts</p> <ul style="list-style-type: none"> ➤ EPS / eRD training

	<p>➤ Mid Notts CCG meeting agenda 16.05.18 - Attachment Y</p> <p>Greater Notts</p> <ul style="list-style-type: none"> ▪ Greater Notts Meds Opt Committee 24 May 18 (RS) – Attachment W1 ▪ Consultation on review of gluten free prescriptions - Attachment W2 ▪ Implementing national guidance for Low Value Meds-Community Pharmacy – Attachment W3 <p>Area Prescribing Committee</p> <ul style="list-style-type: none"> ▪ Report from May 2018 – Attachment Z1 ▪ Next meeting - 19th July 2018 – Attachment Z2, Z3, Z4 <p><u>All for information</u></p>
14	<p>Information received from various sources</p> <p>If members wish to discuss any of the items below at the LPC meeting then please let the chair know before lunchtime and this will be discussed under AOB.</p> <p><i>Members are advised that many PSNC communications are now communicated electronically and repeated on the PSNC website. It is recommended that members regularly visit the PSNC website 'LPC members' area to access the latest information available on www.psn.org.uk</i></p> <p>14.1 PSNC briefings / newsletters</p> <p>14.1.1 May 2018 Price Concessions/NCSO – 1st update</p> <p>14.1.2 May edition of CPN magazine out now</p> <p>14.1.3 Quality Payments: Using the DoS Profile Updater</p> <p>14.1.4 PSNC News Alert: One week to go - a final reminder on GDPR</p> <p>14.1.5 GDPR support PSNC Judicial Review Appeal PEPS update NAO investigate Capita Flu vaccination figures Reaching out to stakeholders</p> <p>14.1.6 May PSNC Meeting Summary Endorsing Webinar Quality Payments Updates Part IX Deletions Upcoming Health Campaigns</p> <p>14.1.7 May 2018 Price Concession/NCSO - final update</p> <p>14.1.8 Quality Payments: NHS BSA online declaration portal now open</p> <p>14.1.9 PSNC News Alert: Last chance to register for PSNC's Endorsing Webinar</p> <p>14.1.10 Watch PSNC's endorsing webinar Medicine pricing investigation CPAF screening process Quality Payments review point</p> <p>14.1.11 June edition of CPN magazine out now</p> <p>14.1.12 June 2018 Price Concessions/NCSO – 1st update</p> <p>14.1.13 June 2018 Price Concessions/NCSO – 2nd update</p> <p>14.1.14 June 2018 Price Concessions/NCSO – 3rd update</p> <p>14.1.15 Quality Payments: One week left to review your NHS Choices profile</p> <p>14.1.16 Pharmacy CEOs seek to join NHS Assembly PSNC submits evidence to PCSE inquiry CPAF screening survey reminder Quality Payment updates</p> <p>14.1.17 PSNC News Alert: CPAF screening survey deadline approaches</p> <p>14.1.18 Urgent action required: have you correctly updated your NHS Choices profile?</p> <p>14.1.19 Quality Payments review date CPAF deadline extended Disclosing pricing information Resource to support valproate medicines use</p> <p>14.1.20 Quality Payments: June review point</p> <p>14.1.21 June 2018 Price Concessions/NCSO – FINAL update</p> <p>14.1.22 Update: MP Briefing Event</p> <p>14.1.23 CPAF deadline tomorrow Generic medicines inquiry July Category M QPS evaluation Diamorphine injection shortage NPA backs new care model</p> <p>14.1.24 Class 1 MHRA drug alert – Valsartan</p> <p>14.1.25 Quality Payments: Last day to make your declaration!</p> <p>14.1.26 Flu Vaccination Service webinar QPS declaration due Valsartan drug alert Call for pharmacy role in long-term care Heatwave advice for patients</p> <p>14.1.27 Update: MP Briefing Event</p>

14.1.28 July edition of CPN magazine out now

PSNC LPC newsletter

14.1.25 LPC News: Surrey and Sussex in the Spotlight; Influencing Skills podcast; LPC leaders meeting; Regulations workshop

For information

14.2 PSNC Events

14.2.1 LPC conference

- 26th September 2018 - Birmingham

➤ **Discuss who will be attending**

DF + RS + NH + MB + GS are all interested in attending – once the information and numbers for each LPC that can attend are received AE to contact those members who have expressed interest. If too many then names will be selected randomly.

Action: AE to contact DF, RS, MB, GS and NH when received information about the numbers attending for each LPC and when the booking opens.

14.3 PSNC Pricing audit reports – nothing received

14.4 **PSNC Regional Meeting –**

EMSY + Y&H joint LPCs regional meeting 05.07.18

Discussed earlier in the meeting

14.5 **NHS Digital**

➤ EPS

Nothing received

14.6 **Healthwatch Nottinghamshire**

➤ Question of the month - general experiences of Pharmacy and MURs
<https://www.snapsurveys.com/wh/s.asp?k=152638629174&s=LPC>

14.7 **CCA / AIMp Communication**

➤ Quarter 1 report - Attachment X

14.8 **CPPE**

Nothing received

14.9 **LMC**

14.10 **LPF –**

➤ **Rob to report back**

6 LPC members are RPS members

15	<p>Any other business (raised by lunchtime) 15.1 <u>Local Radio slot</u> Randeep has been offered a slot on Thursday – focus on services Nottinghamshire LPC have had lots of LPC experience on radio – advised to carry on with this and ask other members who have done this for advice when needed. PSNC – media training event – RT may be interested in attending – go through ground rules where NPA focussed on radio interviews</p> <p>Action: AE to send through details of any media training events by PSNC to RT</p>
16	<p>Summary of Actions agreed during the meeting</p> <p><u>Self-assessment</u></p> <p>Actions: Skills assessment to be reviewed at Sept 18 – maybe between agenda and AGM and using the buddy system</p> <p>Actions: If members wish to attend the regional meetings then to let RS and NH know</p> <p>Action: Review the newsletters – maybe 2 versions – employee and contractor</p> <p>Action: More engagement with contractors around services and who commissioners what – NH</p> <p>Action: Send through list of acronyms to members and explanation of different organisations – NH/AE</p> <p><u>DMIRS</u></p> <p>Actions: Advertise the training and dates for Nottinghamshire, Derbyshire and Leicestershire</p> <p>Action: Let contractors know about the service and the launch date</p> <p><u>Privacy Policy</u></p> <p>Action: AE to add the policy onto the website and include on the next newsletter</p> <p>Action: GH to check what registered with ICO regarding patient data</p> <p><u>Sub-groups</u></p> <p>Action: GH to send through the sub group budget documents</p> <p>Action: Sub groups to review the self-assessment document once this has been sent by NH / AE (PDF version)</p> <p>Action: Sub groups to spend time at the first meeting reviewing the strategy plan 2018/19</p> <p><u>Governance</u></p> <p>Action: AE to send out contractor / member allocation list to members and also to contractors with the AGM invite by 19.08.18</p> <p>Action: AE to send out the member contact details spreadsheet once completed to all members</p> <p>Action: AE to send out the new member buddy allocation to all members</p> <p><u>Smoking Cessation</u> Action: AE to add the SLA, PGD and information docs to the LPC website and highlight in the next newsletter when received</p> <p><u>Golden Generation Action Fair – 14.09.18</u> Action: NH to chase up the superintendent for Dudley Taylor</p> <p><u>Medicines Optimisation Innovation Change</u></p> <p>Action: Agenda item for September 2018 – Medicines Optimisation Innovation Exchange workstreams</p> <p>Action: NH to contact AHSN and say that Notts LPC would like to be added to the workstreams and will get volunteers to attend</p>

	<p>LPC conference Action: AE to contact DF, RS, MB, GS and NH when received information about the numbers attending for each LPC and when the booking opens.</p> <p>Media Training Action: AE to send through details of any media training events by PSNC to RT</p>									
	<p>Details of future meetings Bi-monthly</p> <table data-bbox="284 478 1274 661"> <tr> <td>19th September 2018</td> <td>9.30 am – 5pm</td> <td><i>Ramsdale Park Golf Club</i></td> </tr> <tr> <td>AGM - 19th September 2018</td> <td>2pm</td> <td><i>Ramsdale Park Golf Club</i></td> </tr> <tr> <td>21st November 2018</td> <td>9.30 am – 5pm</td> <td><i>Ramsdale Park Golf Club</i></td> </tr> </table>	19th September 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>	AGM - 19th September 2018	2pm	<i>Ramsdale Park Golf Club</i>	21st November 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>
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Next meeting is on Wednesday 19th September 2018 @ Ramsdale Park Golf Club, Calverton

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 18th July 2018

Signed: _____ *original signed by Rob Severn* Date *19/09/18*
Rob Severn, Chair, Nottinghamshire LPC