

Secretary:
Alison Ellis
Suite E Cotgrave Business Hub
Candleby Lane, Cotgrave, NG12 3US

Tel: 07882289083
Fax: 01509 734322

Email: secretary@nottinghamshirelpc.co.uk
<http://psnc.org.uk/nottinghamshire-lpc/>).



	<p style="text-align: center;">THE 129th MEETING OF THE COMMITTEE WAS HELD AT LPC OFFICE, COTGRAVE BUSINESS HUB, CANDLEBY LANE, COTGRAVE WEDNESDAY 15TH MAY 2019 AT 9.30AM</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><u>Members:</u> Raza Ali (RA), Linda Ferguson (LF), Dave Fernley (DF), Luke Hallahan (LH), Mike Jones (MJ), Vijay Pujara (VP), Jon Such (JONS),</p> <p><u>Attending</u></p> <ul style="list-style-type: none">➤ No guests <p><u>Apologies</u></p> <ul style="list-style-type: none">➤ Sam Travis, NHS England➤ Garry Myers, PSNC Regional Representative➤ Mandip Bassi, LPC member➤ RandeepTak, LPC member➤ James Sutcliffe, LPC member➤ Gordon Heeley, Treasurer <p>A moments reflection on the life and work of Dayaram Mistry, who sadly passed away suddenly on 14.04.19. Donations to British Heart Foundation – AE will send through link to members Discussion around support given by LPCto the family and information gathered for future need</p>
<p style="text-align: center;">1</p>	<p><u>CLOSED MEETING</u></p> <p>1.1 Apologies for absence</p> <ul style="list-style-type: none">➤ Mandip Bassi➤ RandeepTak➤ James Sutcliffe➤ Gordon Heeley <p>1.2 Acceptance of the minutes from 27th March 2019 - Attachment 1A Minutes of the meeting held on 27th March 2019 were agreed as a true and accurate record. Proposed by VP and seconded by DF</p> <p>1.3 Action points from 27th March 2019 – Attachment 1B</p> <p><u>FMD</u> This is ongoing as Brexit not decided yet</p> <div style="border: 1px solid black; padding: 5px;"><p>Action: If no deal Brexit then need to write to MPs to stop / delay the FMD legislation</p></div>

Contractor visits

GH is working on putting the contractor visit report template onto survey monkey to help members record and so can analyse data received

Action: GH to add contractor report template to survey monkey and then link added to the members area for members to access

Strategy

Newsletter article was included in May newsletter reminding locums can attend LPC training events

Finances

It was agreed that should leave the discussion on costs/ risks of opening another bank account until after the treasurers day.

Cash flow slides from the March LPC meeting were sent to members after the meeting.

Action: Finance and Governance subgroups to review the costs / risks for opening another account

Healthwatch report

Report has been published now – delay due to the changes in Healthwatch
Jane Lawton, now appointed substantive CEO.

Office furniture

All ordered and this is being delivered this week and then will review what else is needed later in the year.

Training

VirtualOutcomes has been included on the newsletter and also Raza contacted independents – those that he spoke to had not heard of VirtualOutcomes. RA feels that contractors are being overwhelmed by emails and information at the moment. Need to be promoted as a training tool for contractors to keep their staff updated and interested.

Users are from a mixture of independents, national multiples and local groups.

Flu training has been organised with ECG on 30.06.19

NHS England services

To still be added to the next newsletter

Flu info – needs to be sent out in September

Action: Highlight in the newsletter that there is a populated form to be printed off - Better to give the patient a physical copy rather than email if through to the GP as they don't always see these

Action: Information on BP/AF project to be sent out via next newsletter

Action: Emphasise on the newsletter accuracy of recording for vaccinations on PharmOutcomes / BSA data

Skin conditions training

Training academy discussed – December 2019

Discharge medication length of treatment – NUH

Had various discussions with NUH – being raised at other LPCs too so not just NUH.

Still having conversations with NHS England – problem with the info not being sent through to surgeries in time so then prescription delay or errors

County Council are signing off carers policy

	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>Action: Newsletter update on County Council carers policy once this has been updated – explain to the pharmacies that there has been a change and do not need to give out MDS</p> </div> <p>1.4 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>
	<p>Garry Myers, PSNC Regional Representative Confidential update Unable to attend the meeting – NH updated members based on information from GM. Moving to a more clinical role -patients attending the pharmacy first type model so big changes needed – in 5 years’ time pharmacy will look very different - Hub and Spoke across legal entities -</p>
2	<p>Governance Items</p> <p>2.1 <u>Declarations</u> – all members to complete for 2019/20 – Attachment 2A Being completed during the meeting</p> <p>2.2 <u>Office update</u> Furniture being delivered today</p>
3	<p>NHS Contract Matters</p> <p><u>3.1 New contracts-Routine</u> None received</p> <p><u>3.2 New contracts-Excepted</u></p> <p>3.2.1 Consolidation application By: Boots Pharmacy At: 52-54 High Street, Hucknall, NG15 7AW Closing: 55 High Street, Hucknall, NG15 7AX Response by 2nd June 2019 Declaration: MJ (Boots) Road to be crossed but has a zebra crossing so no significant impact or barrier on patients’ access. LPC support the consolidation – does not create a gap in services as so close to each other and opening hours and services being maintained.</p> <p>3.2.2 Application offering unforeseen benefits By: Lakshmi Healthcare Ltd At: best estimate – in the vicinity of Candleby Lane, Cotgrave, NG12 3JG Closing date: 14th June 2019 Info from PH – Attachment 3A Declaration: RS and LH (Well) Rurality has been determined – Cotgrave is urban with surrounding rural areas 3rd Application – other two went to appeal and were refused Sexual health services – information from council states no gaps in sexual health services or pharmaceutical services Application was submitted before Well relocated Dispensing surgery in Bingham, Radcliffe, so numbers are different to the ones that they have stated in the application</p>

Comments – refer back to previous applications response, include the information from the county council in LPC response.

Contract applications received from other areas

3.3 Litigation

3.3.1 Application offering unforeseen benefits

By: Mr Nigel Vincent Morley

At: within 400m from East Bridgford Medical Centre, 2 Butt Lane, Nottingham, NG13 8NY (along Butt Lane and Main Road)

Decision - Refused

3.4 Decisions

3.4.1 Consolidation application

By: Pharmaplex Ltd

From: Worsley Pharmacy, 435 High Road, Chilwell, NG9 5EA (closing)

To: Grewal Pharmacy, 38-40 Chilwell Road, Beeston, Nottingham, NG9 1EJ (staying)

Approved – closed from 29.04.19

3.4.2 Application for inclusion in respect of distance selling pharmacy

By: RHSA Ltd

At: Office 2&3 Gateway House, Beechdale Road, Nottingham, NG8 3EZ

Responses received – further comments by 8th April 2019

Decision - Approved

3.5 Responses received

Nothing received

3.6 Amendments to the list

3.6.1 List of amendments received – Attachment 3B

3.7 Controlled Locality determination – Attachment 3C

Cotgrave determined as urban – extended to include new housing estate

4

Finances –

4.1 Finances March/ April 2019 – Attachment 4A and 4B

Finalised year end and sent to accountants

4.2 Budget 2019/20 - Attachment 4C

Training – Concern re securing sponsorship – not seeing as many reps – will impact on training budget

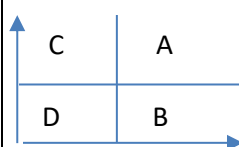
5

STRATEGY, DEVELOPMENT AND WORKPLAN

Stakeholder map – update

Went through the stakeholder map and used a Boston Matrix to determine the importance of engagement

Level of interest



level of influence

	<p>COMMUNITY PHARMACY</p> <ul style="list-style-type: none"> • Community pharmacy contractors (ind and multiples) → A • Community Pharmacy teams (pharmacists, managers, technicians etc) → B • Pharmacy Bodies (PSNC, NPA, CCA, AIMP) → A & C (depending on subject and body) <p>PATIENTS AND THEIR REPRESENTATIVES</p> <ul style="list-style-type: none"> • Patients and patient groups (Healthwatch, charities) → A • Community groups (youth, WI, carers etc) → D • General public (those who don't use pharmacy) → D <p>CLINICIANS AND THEIR REPRESENTATIVES</p> <ul style="list-style-type: none"> • Professional rep groups (LPNs) → A • General practice (GP's, nurses, receptionists) → C • Other healthcare teams (drug and alcohol, hospital pharmacists, urgent care) → B <p>LOCAL DECISION MAKERS</p> <ul style="list-style-type: none"> • Healthcare commissioners (CCGs, LA, NHSE) → A • NHS organisations (NHSE, HWB) → A • Politicians (MPs, councillors) → A/B <p>MEDIA AND PRESS</p> <ul style="list-style-type: none"> • Pharmacy press (C&D, PJ etc) → C • Healthcare press (Pulse, GP) → D • Local Press (newspapers, radio, local newsletters) → A – when have a story to tell
5	<p><u>Sub group updates</u></p> <p>a) <u>Service Development 14.05.19</u> Discussed flu vaccine training - targeting newly qualified pharmacists – ensure keep trained up to keep skills updated Further addition to MAS PGD extension - UTI service – io app tests and antibiotic to be given by pharmacy using PGD. Need to ensure that those pharmacies who are signed up are actively engaging and providing the service. BP/AF – ??? media coverage</p> <p>b) <u>Finance update</u> Nothing</p> <p>c) <u>Media / Communication</u> Newsletters being done fortnightly and keeping short Had lots of phonecalls and texts etc between Raza and Rob – working as go along until have a full committee membership</p> <p>d) <u>Governance update</u> - LPC risk register – Attachment 5A Went through risk register to ensure that agree with the rating Change to the point S6 – from Amber to Green – training contract has been updated LPC GDPR compliance – need to review yearly Budget changed to do with accruing money for the office for when we need to leave.</p> <p>e) <u>Virtual Outcomes usage – Attachment 5B</u> Low usage discussed at LPN task group – LH and RT have attended these meetings too.</p>

	<p style="text-align: center;"><u>Open meeting 2pm – 3pm</u></p> <p>No guests attended Lots of NHS organisations going through restructure at the moment</p>
<p style="text-align: center;">6</p>	<p>Contract development</p> <ul style="list-style-type: none"> ➤ Quality Payment Scheme update – Attachment 6A ➤ <u>Healthy Living Pharmacy – update</u> <p>Oral Health campaign – information sent out HLP self-assessment valid for 2 years – so for many pharmacies this will need to be redone again this year – reminder on newsletter, especially if QPS declaration is put in place later in the year – need to be compliant. In terms of HLP champion or leadership training – the LPC can arrange the training quite quickly ... it’s just how it is funded. The tricky for contractors will be the need to keep their HLP portfolio up to date – re campaigns and health zones completed, because you can’t back date if you haven’t kept the evidence.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: Newsletter – HLP declaration date renewal and also keeping portfolio up to date re campaigns and health zones completed</p> </div> <p>DMIRS</p> <ul style="list-style-type: none"> ➤ <u>DMIRS update</u> <p>Problems still locally with NHS111 and no project manager for East Mids now, so no updates. May also impact NUMSAS too.</p> <ul style="list-style-type: none"> • DMIRS reference group – NH update • GP DMIRS evaluation – Attachment 6B <p>eRD Not met recently</p> <p>Brexit</p> <ul style="list-style-type: none"> ➤ <u>Brexit contingency planning</u> <p>Nothing happening at the moment – main issue is ongoing supply and cost issues ... pharmacies are losing on pricing of medications. Also short-dated stock coming into pharmacies – think this could be due to stockpiling</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action; Newsletter article to alert pharmacies to check their stock dates</p> </div> <p>FMD Nothing further to report</p>
<p style="text-align: center;">7</p>	<p>Tenders and bids / Consultations / Service Opportunities</p> <ul style="list-style-type: none"> ➤ AF / BP service ➤ ENT / UTI testing pilot <p>Covered elsewhere on the agenda</p>
<p style="text-align: center;">8</p>	<p>8.2 PSNC Events</p> <p>8.2.1 LPC member days</p> <ul style="list-style-type: none"> ▪ 1st May in Coventry – no-one attended <p>8.2.3 LPC Treasurers</p> <ul style="list-style-type: none"> • Wednesday 15th May in Manchester (JS, GH are attending) <p>8.3 PSNC training for LPC chairs and Vice Chairs Friday 3rd May 2019</p>

<p>9</p>	<p>Standing items</p> <p>9.1 ICS</p> <p>9.1.1 <u>ICS meds optimisation programme board 25.03.19 – Attachment 9A</u></p> <p>For information</p> <p>9.1.2 <u>LPC News: Helping you to engage with Primary Care Networks – Attachment 9B</u></p> <p>Useful information on this PSNC briefing + PCN page on PSNC website</p> <p>9.1.3 ICS Board summary briefing – March 2019, April 2019 – Attachment 9C and 9D</p> <p>9.1.4 Draft ICS strategy – Attachment 9E</p> <p>Also Mandip attending the ICS respiratory workstream meetings</p> <p>9.2 PCNS – due to submit plans to CCGs today</p> <p>9.2.1 Y&H LPCs PCN meeting 09.04.19</p> <ul style="list-style-type: none"> ➤ GP Network contract and guidance
<p>10</p>	<p>Chief Officer / Chair reports –</p> <p>Chair report – Attachment 10A</p> <p>Main points to highlight were</p> <ul style="list-style-type: none"> • Appraisals completed • SY are wishing to set up training academy and joint sub group from all SYLPCs - Asked Liam to put a proposal together • Chief pharmaceutical officer conference <ul style="list-style-type: none"> ○ Early years pharmacist and curriculum ○ Centred around hospital / general practice pharmacist ○ Ben Goldacre – www.openprescribing.net ○ Presented on having a national formulary – analyses data • PGD's being put together by Emma Anderson – RS has signed this off
<p>11</p>	<p>MEMBER UPDATES</p> <p>11.1 Member / contractor allocation contact</p> <ul style="list-style-type: none"> ➤ Visit report – Attachment 11A (previously sent via email) ➤ Allocation list – Attachment 11B (previously sent by email) <p>Nothing to report – RA has been contacting his allocation with regard to VirtualOutcomes</p> <p>11.2 Meetings attended</p> <ul style="list-style-type: none"> ➤ respiratory steering group meeting (MB) – Attachment 11C <p>for information</p> <p>11.3 NUH Hep C screen and treat proposal (GH)</p> <p>GH not able to attend – covered by MJ – update in July 2019 LPC meeting</p>
<p>12a</p>	<p><u>LOCAL AUTHORITY REPORTS</u></p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY <ul style="list-style-type: none"> ➤ Solutions4Health update <p>This is being managed by Public Health – Smoking cessation is on the ICS respiratory workplan</p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH CITY ▪ HWB COUNTY http://www.nottinghamshire.gov.uk/dms/Meetings.aspx <ul style="list-style-type: none"> ▪ Summary ▪ Next meeting date 5th June 2019 2pm @ County Hall ▪ HWB CITY http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?CommitteeId=185 <ul style="list-style-type: none"> ▪ Next meeting date: 29th May 2019 2pm @ Loxley House

<p>12b</p>	<p>NHS England Area Teams</p> <ul style="list-style-type: none"> ➤ North Midlands NHSE flu meeting March 19 – Attachment 12A ➤ Information Governance Bulletin – Issue 19 – Attachment 12B ➤ MMR Strategy Development Group - Notts - 20.03.19 ➤ NHS E&I North Midlands' Controlled Drugs Newsletter - May 2019 – Attachment 12I <p>For information LPN meeting – 29/03/19 + 03/05/19- Attachment 12c LPN Funding meeting –see above SYB LPC meeting – 10/07/19</p>
<p>12c</p>	<p>CCG updates</p> <ul style="list-style-type: none"> ➤ Nottingham City CCG board meeting 17.04.19 – Attachment 12H <p>For information Mid Notts</p> <ul style="list-style-type: none"> ➤ De-prescribing February 2019 – Attachment 12D <p>For information Greater Notts</p> <ul style="list-style-type: none"> ▪ NHS Greater Nottingham: Prescribing Hints & Tips Newsletter May 2019 – Attachment 12E and 12F ▪ Greater Nottingham MOC 31.03.19 – Attachment 12G <ul style="list-style-type: none"> ➤ Next meeting 23.05.19 <p>Concern re 3rd party ordering - NH will attend the meeting and raise the concerns from VP</p> <p>Area Prescribing Committee</p> <ul style="list-style-type: none"> ➤ 16th May 2019 – MJ/ NH attending ➤ 18th July 2019
<p>13</p>	<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>13.1 PSNC briefings / newsletters</p> <p>13.1.1 List of PSNC newsletters received since the last LPC meeting – Attachment 13A Link to the PSNC webpage - https://psnc.org.uk/ - briefings found on each drop-down section of the website</p> <p>13.2 PSNC Pricing audit reports Nothing received</p> <p>13.3 PSNC Regional Meeting – EMSY + Y&H joint LPCs regional meeting – 16.05.19</p> <p>13.4 NHS Digital</p> <ul style="list-style-type: none"> ➤ Nothing received <p>13.5Healthwatch Nottinghamshire</p> <ul style="list-style-type: none"> ➤ Nothing received <p>13.6 CCA / AIMp Communication</p> <ul style="list-style-type: none"> ➤ Nothing received <p>13.7 CPPE Nothing received</p> <p>13.8 LMC Nothing received</p> <p>13.9 LPF – update Nothing received</p> <p>13.10 Health Education England Nothing received</p>

	13.11 PCSE Nothing received									
14	Any other business (raised by lunchtime) Nothing raised									
15	Summary of Actions agreed during the meeting									
16	<p>Strategy Plan review Attachment 15A Added names of members who agreed to attend meetings Workforce issues – discuss in September on wider impact of new ICS strategy</p> <table border="1"> <tr> <td>Action: September agenda item under PCNs – workforce issues and wider impact</td> </tr> </table> <p>Governance Appraisals done – RS and DF to propose pay review at the finance subgroup Waiting on having a full committee before allocating someone to help with media / website etc</p>	Action: September agenda item under PCNs – workforce issues and wider impact								
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	<p>Details of future meetings Bi-monthly</p> <table> <tr> <td>17th July 2019</td> <td>9.30am – 5pm</td> <td><i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></td> </tr> <tr> <td>18th September 2019</td> <td>9.30am – 5pm</td> <td><i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></td> </tr> <tr> <td>20th November 2019</td> <td>9.30am – 5pm</td> <td><i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></td> </tr> </table>	17th July 2019	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>	18th September 2019	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>	20th November 2019	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>
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Next meeting is on Wednesday 17th July 2019 @ LPC office, Candleby Lane, Cotgrave

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 15th May 2019

Signed: _____ *original signed by Rob Severn* Date 17/07/19
Rob Severn, Chair, Nottinghamshire LPC