

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 134th MEETING OF THE COMMITTEE WAS HELD VIA ZOOM CONFERENCE CALL ON WEDNESDAY 18TH MARCH 2020 AT 10.30M</p> <p>Present</p> <p>In the Chair: Rob Severn (RS) Chief Officer: Nick Hunter (NH) Secretary: Alison Ellis (AE) Treasurer: Gordon Heeley (GH)</p> <p><u>Members:</u> Raza Ali (RA), Mandip Bassi (MB), Bethan Chamberlain (BC), Dave Fernley (DF), Sai Koneru (SK), James Sutcliffe (JS)</p> <p><u>Attending</u></p> <ul style="list-style-type: none"> ➤ Garry Myers, PSNC Regional Representative <p><u>Apologies</u></p> <ul style="list-style-type: none"> ➤ Randeep Tak, LPC member ➤ Dhiren Raval, LPC member ➤ Jon Such , LPC member ➤ Linda Ferguson, LPC member ➤ Vijay Pujara, LPC member ➤ Hester Kapur, Healthwatch Nottingham and Nottinghamshire <p>Members noted that the meeting was not quorate, so anything requiring formal decision would have to be deferred.</p>
	<p>Garry Myers, PSNC Regional Representative</p> <ul style="list-style-type: none"> ➤ Confidential briefing <p>GM gave a confidential briefing including COVID, dialogue with NSHE and the Minister, PQS, extending emergency supply service. Simon Dukes was on Radio 4 yesterday</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: LPC speak with CCG about concerns around agreement and funding mechanism regarding the delivery service</p> </div>
1	<p>CLOSED MEETING</p> <p>1.1 Apologies for absence</p> <ul style="list-style-type: none"> • Randeep Tak • Dhiren Raval • Jon Such • Linda Ferguson • Vijay Pujara <p>Reminder to members that apologies need to be given in a timely manner</p> <p>1.2 Acceptance of the minutes from 23rd January 2020 - Attachment 1A</p> <p>As the meeting was moved to conference call with short notice it was decided that the minutes</p>

	<p>would officially be accepted at the May 2020 LPC meeting</p> <p>Action: Minutes for 23.01.20 to be approved as correct record of the meeting at the May 2020 LPC meeting.</p> <p>1.3 Action points from 23rd January 2020 – Attachment 1B</p> <p>1.3.1 Governance AE and JonS have not set up a governance calendar but this will be forwarded to the next meeting JS assured members that everything that should be being done has been.</p> <p>1.3.2 Constitution Members on the conference call had read through the constitution.</p> <p>1.3.3 newsletter articles There are no APC meetings at the moment so do not need to advertise to contractors asking for volunteers – put on hold HLP becoming part of the core contract was added to the February newsletter Dementia checklist was added to the February newsletter Virtual Outcomes – this has been advertised again to contractors. Levy holiday – this was added to the February newsletter It was agreed to withhold sending newsletters at the moment as there is so much information going out to pharmacy regarding Coronavirus.</p> <p>1.4 Declarations of Interest for any item on the agenda <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>
<p>2</p>	<p>Governance Items</p> <p>2.1 <u>Declarations – all members to complete for 2019/20 – Attachment 2A</u> ➤ Outstanding from DR, All members will be renewing their declarations at the next LPC meeting.</p> <p>2.2 <u>Mike Jones resignation – CCA place</u> Mike has expressed an interest in attending meetings on behalf of the LPC being involved with community pharmacy as a support role. CCA have a replacement member but awaiting confirmation</p>
<p>3</p>	<p>NHS Contract Matters</p> <p><u>3.1 New contracts-Routine</u> Nothing received</p> <p><u>3.2 New contracts-Excepted</u> Nothing received</p> <p><u>Contract applications received from other areas</u></p> <p><u>3.3 Litigation</u> Nothing received</p> <p><u>3.4 Decisions</u> No significant change relocation By: PCT healthcare Limited From : 1a Forester Street, Netherfield, NG4 2LJ To: New Netherfield Medical Centre, site of Carlton and Netherfield infant and Nursery School, Ashwell Street, Netherfield, Ng42FQ</p> <p>Approved</p> <p><u>3.5 Responses received</u></p> <p>3.5.1 No significant change relocation By: Boots Pharmacy From: 5 main Street, Bulwell, 8QH To: Bulwell Riverside Centre, Main Street, Bulwell, Nottingham, NG6 8QJ</p>

	<p>Only received comments from LPC</p> <p>3.5.2 No significant change relocation By: MCC Healthcare TA Nuthall Pharmacy From: 2 Upminster Drive, Nuthall, Nottinghamshire, NG16 1PT To: Assarts Farm Medical Centre, 6 Upminster Drive, Nuthall, Nottinghamshire, NG16 1PT</p> <p>Responses received</p> <p>3.6 <u>Amendments to the list</u></p> <p>3.6.1 Closure of pharmacy By: Superdrug Pharmacy At: 36 Stodman Street , Newark , Nottinghamshire , NG24 1AW</p> <p>Closing on 29.02.20</p> <p>3.6. List of amendments received – Attachment 3B</p> <p>3.7 PCC EVENT: PHARMACY CONSOLIDATION APPLICATIONS - 18 MARCH 2020 (CB attending for SYB) This has been cancelled</p>
4	<p>New CPCF</p> <ul style="list-style-type: none"> ➤ CPCF and PQS 2020/2021 – new contract announcement <ul style="list-style-type: none"> - Pharmacy NHSmail - Service developments for the new contract <ul style="list-style-type: none"> Smoking cessation Hypertension <p>Everything has been suspended Hypertension pilot was to be in Doncaster Smoking Cessation pilot was to be in Sheffield and Barnsley</p> <ul style="list-style-type: none"> ➤ CPCS <ul style="list-style-type: none"> - DHU/CPCS Meeting 31 Jan.2020 (NH) – Attachment 4A <p>NH met with NHS111 – see meeting notes attached to the agenda</p>
5	<p><u>Sub groups</u></p> <p><i>Need to provide written reports to ensure that the whole committee is informed</i></p> <p>a) <u>Service Development</u> Nothing to add</p> <p>b) <u>Finance</u> Nothing to add</p> <p>c) <u>Media / Communication</u> There have been a few MP visits Lillian Greenwood – visited Well Pharmacy in Clifton Mark Spencer visited Dudley Taylor in Bilsthorpe Alex Norris visited Riverside Pharmacy in Bulwell There are another two visits planned for April 2020 RS has emailed / messaged Ben Bradley and Robert Jenrick Nadia Whitthome (North East) – she is self-isolating – Raza will drop a message</p> <p>d) <u>Governance update</u> Nothing to add</p>
6	<p>Integrated Care System / Primary Care Networks / Nottinghamshire CCG</p> <p><i>Members to have read through PSNC briefing LPC News: Helping you to engage with Primary Care Networks</i></p> <p>a) Primary Care Networks Update to the GP contract agreement 2020-2024 – Attachment 6A</p> <ul style="list-style-type: none"> ➤ <u>City PCNs</u> <ul style="list-style-type: none"> - Delivery plan – Attachment 6B

	<ul style="list-style-type: none"> - Retirement of Dr Abbott – replacement Clinical Director - Time for Care Programme ➤ Mid Notts PCNs <ul style="list-style-type: none"> - Delivery plan – Attachment 6C - Newark PCN event 29.01.20 update <p>This went well and over half of the pharmacies in the area attended</p> ➤ South Notts PCNs <ul style="list-style-type: none"> - Delivery Plan – Attachment 6D - Rushcliffe PCN meeting 06.02.20 – Attachment 6E and 6F ➤ SYB ICP <ul style="list-style-type: none"> - Delivery plan – Attachment 6G i. PCN pharmacy lead development and support events 15.03.20 and 21.03.20 <p>Being held at the LPC office by Liam Stapleton so low costs</p> <ul style="list-style-type: none"> b) ICS update – Nottinghamshire <ul style="list-style-type: none"> i. ICS Board summary briefing February 2020 – Attachment 6H ii. Notts ICS partnership forum 06 Feb.2020 (NH/RS) iii. ICS Pharmacy Workforce Workshop iv. ICS CCSS Diabetes Workshop 25.03.20 9am, Crowne Plaza Hotel, Wollaton St, Nottingham NG1 5RH – Attachment 6M v. ICS CCSS Heart Health Workshop - deputy required – 17.04.20 v. Other ICS CCSS workshops that agreed to attend <ul style="list-style-type: none"> - Eye Health - Urgent Care - Dermatology c) ICS update - SYB <ul style="list-style-type: none"> i. Cardiac and Pulmonary rehab event 25.02.20 (MB) ii. ICS PC Programme Event Agenda – 15.01.20 (Tom Bissett) – Attachment 6I iii. Urgent and emergency care meeting – 28.02.20 (CB) – Attachment iv. SYB ICS Primary Care board – PCN Pharmacy Leads Training & Support Proposal for ICS PC Board – Attachment 6J <p>Everything on hold</p> <ul style="list-style-type: none"> ➤ Nottinghamshire CCG <ul style="list-style-type: none"> ▪ NHS Greater Nottingham: Prescribing Hints & Tips Newsletter February 2020 – Attachment 6K ▪ PPG forum Rushcliffe (Joy Wingfield) – 05.05.20 – Emma Anderson? <p>CANCELLED</p> <ul style="list-style-type: none"> ▪ Medicines Optimisation Committee – 30.01.20 – Attachment 6L <ul style="list-style-type: none"> Next meeting 26.03.20 (JonS) ▪ Social Prescribing meeting – 26.03.20 RS ▪ Area Prescribing Committee
7	<p>STRATEGY, DEVELOPMENT AND WORKPLAN</p> <p>Strategy plan review – Attachment 7A</p> <p>Postponed due to start of COVID outbreak bringing uncertainty</p>
8	<p>Tenders and bids / Consultations / Service Opportunities</p> <p>8.1 Provider companies update from PSNC workshop (LM – Doncaster LPC) – Attachment 8A – need to have a decision for next SYB meeting</p> <p>Seeing provider companies being shut down currently – agreed that nothing to suggest changing existing LPC stance of not needing a provider company at the moment</p> <p>8.2 Integrated Urgent Care Services including the provision of NHS 111 Services</p>
9	<p>9.1 PSNC Events</p>

	<p>9.1.1 Independent PSNC/LPC pharmacy review team - <u>National survey in February – Nottinghamshire response – Attachment 9A</u> RS conference call – meeting on 05.05.20 Need to put back publication of the review until after the current crisis</p> <p>9.1.2 <u>National Meeting of LPCs – 05.05.20 – London</u> RS and JS attending – now cancelled</p> <p>9.1.3 <u>LPC conference 2020 – 16.09.20 - London</u> Nothing further been received</p>
10	<p>Chief Officer / Chair reports –</p> <p>10.1 <u>Chair report – Attachment 10A</u> Lincolnshire LPC – appeal still ongoing – Lincolnshire will be paying back costs for 2 days work for both RS and DF</p> <p>10.2 <u>Chief officer report –</u> Most of last 2 weeks spent on COVID Before then were progressing with the ICS workshops Supply continues to be a problem. PNA – started process. - request to PSNC is to ask for an extension to the current PNA – 5 years</p> <p>10.3 <u>Rx direction query – Melbourne Park</u> prescription direction issues with EMIS practices – not resolved – letter generated automatically – way its printed looks like directing practice doesn't know how to switch off – Mindy's team been helping and supporting the pharmacy involved.</p> <p>10.4 <u>LPC Collaborative Meeting - notes and outline proposal – Attachment 10B</u> For information</p>
11	<p>MEMBER UPDATES</p> <p>11.1 Meetings attended ➤ Medicine shortages update noted</p>
12	<p>Finances – GH</p> <p>12.1 <u>Finances January / February 2020 – Attachment 12A, 12B</u> Usual costs Levy holiday for February and March GH asked for all expenses in by the end of March for final accounts to be submitted asap Should be at the 6-month reserve figure at the end of the financial year</p> <p>12.2 <u>Levy Invoice 1st Half 2020/21 and LPC/PSNC review invoice – Attachment 12C and 12D</u> Received the 1st PSNC invoice for 2020/21 and LPC / PSNC review costs invoice = £1, 103.00 – agreed to pay this in April 2020.</p> <p>12.3 <u>Budget for 2020/21</u> Agreed to base on this year's budget and expenditure – will agree this through the finance sub-group</p>
13a	<p>LOCAL AUTHORITY REPORTS</p> <p>All planned meetings are cancelled – trying to do conference calls if they need to go ahead but focusing on COVID-19</p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY <ul style="list-style-type: none"> - CGL Launch of the All Age Substance Misuse Treatment and Recovery Service – ▪ CGL meeting with NH/RS – 27.02.20 - Attachment 13A ▪ PNA meetings for 2021 PNA – Attachment 13B ▪ HWB COUNTY http://www.nottinghamshire.gov.uk/dms/Meetings.aspx <ul style="list-style-type: none"> ➤ Summary 05.02.20 and 04.03.20 <ul style="list-style-type: none"> ▪ Next meeting date Wed 1st April 2020 2pm @ County Hall ▪ Next meeting date Wed 6th May 2020 2pm @ County Hall

	<ul style="list-style-type: none"> ▪ PUBLIC HEALTH CITY ▪ HWB CITY http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?Committeed=185 <ul style="list-style-type: none"> ▪ Next meeting date: 25th March 2020 1.30pm @ Loxley House
<p>13b</p>	<p>NHS England Area Teams All planned meetings are cancelled – trying to do conference calls if they need to go ahead but focusing on COVID-19</p> <ul style="list-style-type: none"> ➤ Coronavirus update – link to PSNC / GOV website – Attachment 13H PSNC COVID-19 Update Simon Dukes email ➤ Flu Workshop 28.02.20 – DF ➤ CD LIN meeting 05 Feb.2020 – Attachment 13C ➤ CD newsletter – Attachment 13D ➤ Seasonal Flu meeting – 04.03.20 – cancelled ➤ Community Pharmacist Consultation Service (CPCS) - Urgent medicines supply via NHS 111 Online – Attachment 13E (SYB) ➤ COVID-19 Letter to community pharmacy – Attachment 13F and 13G (SYB) <p>LPN meeting</p> <ul style="list-style-type: none"> ➤ Awaiting details <p>SYB</p> <ul style="list-style-type: none"> ➤ SYB OTC Campaign planned in January – Attachment 13J ➤ SYB CVD prevention meeting 03.02.20 – Attachment 13I ➤ SY LPCs training/workforce subgroup 04.02.20 - cancelled ➤ SY LPCs meeting 22.01.20 – Attachment 13K <ul style="list-style-type: none"> - Next meeting 29.04.20 ➤ QUIT and Local Pharmacy Committee Meeting 30 Jan.2020 – Attachment 13L <p><u>On hold for 3 months</u></p>
<p>14</p>	<p>Information received from various sources 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 List of PSNC newsletters received since the last LPC meeting – Attachment 14A Link to the PSNC webpage - https://psnc.org.uk/ - briefings found on each drop down section of the website</p> <p>14.2 PSNC Pricing audit reports nothing received</p> <p>14.3 PSNC Regional Meeting PSNC East Midlands and SY plus PSNC Yorkshire and Humber next meeting 08.04.20</p> <p>14.4 Academic Health Science East Midlands Inappropriate polypharmacy event – 30.04.20 9am – 4pm @ Double Tree, Nuthall – Attachment 14B</p> <p>14.5 Health education England</p> <ul style="list-style-type: none"> ➤ Pre-registration pharmacy technician funding – Attachment 14C 8 pharmacies have responded ➤ Pharmacy Technician Apprenticeship information & event invitation (Thursday 23rd April, Leicester 9.30 - 16.30) – register here do we attend ??
<p>15</p>	<p>Any other business (raised by lunchtime)</p> <p>15.1 <u>Smartcards</u> Temporary FFFFF code – part of the national discussions at the moment – as soon as hear anything then will let everyone know.</p> <p>15.2 <u>Suspend Supervised consumption etc ??</u> Nottinghamshire County – CGL sent info out</p>

	<p>Been in touch with Sam Travis - supervised consumption is not legal requirement – professional judgement – speak to the keyworkers and CGL – client by client basis</p> <p>15.3 Zoom conference calls</p> <p>It was agreed that there should be weekly conference calls for all members to be able to be involved in updates re COVID-19 – Monday @ 7pm</p>															
	<p>Details of future meetings</p> <p>Bi-monthly</p> <table border="0"> <tr> <td data-bbox="300 415 706 447">20th May 2020</td> <td data-bbox="716 415 889 447">9.30am – 5pm</td> <td data-bbox="993 415 1336 480"><i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></td> </tr> <tr> <td data-bbox="300 485 706 550">17th June 2020 – Development Day</td> <td data-bbox="716 485 889 516">9am – 5pm</td> <td data-bbox="993 485 1187 516"><i>To be confirmed</i></td> </tr> <tr> <td data-bbox="300 590 706 621">15th July 2020</td> <td data-bbox="716 590 889 621">9.30am – 5pm</td> <td data-bbox="993 590 1336 655"><i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></td> </tr> <tr> <td data-bbox="300 695 706 726">23rd September 2020</td> <td data-bbox="716 695 889 726">9.30am – 5pm</td> <td data-bbox="993 695 1336 760"><i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></td> </tr> <tr> <td data-bbox="300 800 706 831">18th November 2020</td> <td data-bbox="716 800 889 831">9.30am – 5pm</td> <td data-bbox="993 800 1336 865"><i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></td> </tr> </table>	20th May 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>	17th June 2020 – Development Day	9am – 5pm	<i>To be confirmed</i>	15th July 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>	23rd September 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>	18th November 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>
20th May 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>														
17th June 2020 – Development Day	9am – 5pm	<i>To be confirmed</i>														
15th July 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>														
23rd September 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>														
18th November 2020	9.30am – 5pm	<i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i>														

Next meeting is on Wednesday 20th May 2020 @ LPC office, Candleby Lane, Cotgrave
 Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 18th March 2020.

Signed: _____ original signed by Rob Severn _____ Date 20/05/2020
 Rob Severn, Chair, Nottinghamshire LPC