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	<p style="text-align: center;">THE 135th MEETING OF THE COMMITTEE WAS HELD VIA ZOOM CONFERENCE CALL ON WEDNESDAY 20th MAY 2020 AT 10AM</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), Rebecca Butterworth (RB), Bethan Chamberlain (BC), Linda Ferguson (LF), Dave Fernley (DF), Sai Koneru (SK), Vijay Pujara (VP), Dhiren Raval (DR), Jon Such (JonS), James Sutcliffe (JS), Randeep Tak (RT)</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"> ➤ Mandip Bassi (MB),
	<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>1.1 Apologies for absence</p> <ul style="list-style-type: none"> • Mandip Bassi <p>1.2 Acceptance of the minutes from 18th March 2020 - Attachment 1A and also official approval of the minutes from the meeting on 23.01.20 – Attachment 1B</p> <p>Members present agreed that the minutes / notes from the meeting held on 23.01.20 and 18.03.20 were a true and accurate record.</p> <p>1.3 Action points from 18th March 2020</p> <p>There were no actions from the meeting held on 18.03.20</p> <p>1.4 Declarations of Interest for any item on the agenda</p> <p><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>

2

Governance Items

2.1 Declarations – Attachment 2A

➤ **All members to complete for 2020/21**

Members were asked to scan and send to AE. Members asked if it was needed to have a proper signature or if can use an electronic signature. It was agreed that will accept electronic signature and then when meet face to face will sign the original.

Action: AE to send through a word version of the declaration form to members.
Action: Members to send through scanned declarations to AE

2.2 New Member - CCA

Rebecca Butterworth – Boots

Welcomed to the LPC by all members

3

NHS Contract Matters

3.1 New contracts-Routine

Nothing received

3.2 New contracts-Excepted

Nothing received

Contract applications received from other areas

3.3 Litigation

Nothing received

3.4 Decisions

Nothing received

3.5 Responses received

Nothing received

3.6 Amendments to the list

3.6.1 Relocation

By: Boots Pharmacy

From: 5 main Street, Bulwell, 8QH

To: Bulwell Riverside Centre, Main Street, Bulwell, Nottingham, NG6 8QJ

Approved 27.04.20

Declarations of interest: RA (Riverside Pharmacy), JS and RB (Boots Pharmacy)

Members asked why this was not done via consolidation – RA confirmed that Boots did not want to go via this route. NH has confirmed with PSNC that pharmacies and NHSE are following regulations

3.6.2 closure

By: Boots Pharmacy

At: 72 Ilkeston Road, Radford, Nottingham, NG7 3GQ

Closed on 04.04.20

By: Care to Home Pharmacy (Distance Selling)

At: Unit C Arnold Business Centre, Brookfield Gardens, Arnold, NG5 7ER

Closed on 15.05.20

3.6.3 List of amendments received – Attachment 3B

Lots of permanent amendments to opening hours after the coronavirus period

	Temporary hours during COVID-19
4	<p>Finances – GH</p> <p>4.1 <u>Finances March / April 2020 – Attachment 4A, 4B</u></p> <p><u>March 2020</u> No contractor levy collected in February and March 2020 Settled the amounts owed to Liam Stapleton (Metaphor) for the training he completed for PQS and PCNs Finished March 2020 with balance of £110, 048.05 – roughly 6 months in reserves - £48.00 under budget</p> <p><u>April 2020</u> Income received April levy did not arrive until 1st May Received £3600 for PCNs – Bassetlaw from SYB HE Also received £10,000 – business grant from government during COVID-19 – help towards rent etc.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: Members felt the LPC should advise all independent contractors should apply for this grant – AE to include details in the newsletter</p> </div> <p>Expenditure PSNC – 1st half of annual levy - £33,986.58 Usual expenses for March 2020 LPC meeting attendance (backfill) Well – received invoices through for meetings attended from January and February 2020 Expenditure = £44, 864.22 £78,783.83 balance for April</p> <p>4.2 <u>Budget for 2020/21</u> Not sure what we are able to do for the rest of the year but still need to do a budget for NHSE Mid Notts money has now been spent on PCN meetings and support. Spent more on ICS meetings – clinical workstreams where need to attend and the overarching meetings every 2 weeks. There ICS meetings and workstreams are now starting up again – DF has attended a Zoom call already on Diabetes workstream. Increases to this cost line from budget last year</p> <p>Decreases Members costs LPC Meeting and exec expenses Training – not sure what will be able to do</p> <p>GH presented the budget for 2020/21. JS proposed and VP seconded and all members agreed</p> <p>4.3 <u>Levy holiday</u> As there are reduced LPC costs at present it was suggested that we give contractors a one-month levy for June 2020. JS proposed and VP seconded, and all members agreed</p>

5

Chief Officer / Chair reports –

5.1 Chair update (including mp comms) – Attachment 5A

Thanks given to Nick and Rob for the work being done over this period

NH is the regional chief officer on the RAT call – increased workload

Lincolnshire – this has concluded – came to mutual outcome themselves at the end of the appeal

Action: GH/AE to send through invoice to Lincolnshire for the time taken for the appeal

5.2 Chief officer update – Attachment 5B

Flu vaccination - NHSE worried that patients will not attend gp surgeries for vaccines

Talking to patients and community groups – due to COVID think there may be an increase in requests

Targets are going to be increased this year – not sure where the vaccines are going to be obtained.

Questions /

- Administration costs, social distance, PPE
- Guidance – administration social distancing, PPE
- Do look at technician administration – will need training and also change in legislation

Need to ask if can take out the legislation / regulations that make it hard for pharmacies – make it simpler and more like other health care workers (e.g. gp's)

If adding in technicians and pre-reg's they will need to do face to face training – can do but need to have social distancing.

5.3 Rx direction query - Melbourne park

Vantage Pharmacy – raised issues with NH and NHSE

EPS4 switched on and produced a letter with a list of online pharmacies that went out to patients – if clicked the link then took to online pharmacy – EMIS list. Lost a percentage of patients. Seems to be worse with EMIS.

Took a lot of unpicking and involved CCG and meds management.

KC has also had a problem with patient nominations.

GH has also seen in City PCNs re online pharmacies.

One issue is patients downloading apps, social media clicks – sign up without realising

Re-ordering in Mid-Notts – stopping

Took a lot of time to look into and found that it was only Asda and they had made an agreement with the practice to use the NHS app. Just a lot of noise kicked off by a small number of GPs really. Robust feedback given to the CCG.

Pharmacy2U

Don't promote the non-ordering approach

They do have a set of marketing materials to use when there is a ban on 3rd party reordering.

LPC has previously decided that should support stopping of 3rd party ordering – less work for pharmacies and takes away the accusations of pharmacy ordering all meds rather than those requested by patients.

Would like to move to a model of no pharmacy 3rd party reordering – difficult as some practices do and don't do this.

Rotherham banned completely – pharmacies would not go back as saving time in pharmacy (3-4 hours a day in some busy pharmacies)

VP has one practice that does not accept pharmacy ordering – would have been a problem during the pandemic if this was not in place. Still have other practices that do accept – feel would be better if none did this.

SK reported that surgeries are telling patients to go to pharmacy to order at the moment.

Another member reported 5 staff off ill / isolated etc at the moment – problem would be if not doing the ordering then there would be no time management as don't when the prescriptions are coming in.

Repeat dispensing would be the answer.

	<p>Vulnerable patient list is compiled by pharmacies and sent through to surgeries when setting up eRD and this will include MDS patients</p> <p>Members feel that this needs to be an agenda item for discussion with CCGs and PCNs – need to have eRD in place and stop 3rd party ordering across Nottinghamshire. NH to carry this forward to meetings attending / taking part in.</p> <p>GH update from gp surgery role 4500 patients on regular repeat Suitable for eRD on NHSBSA report = 250 patients Advise is not to use the NHSBSA report as this is not right at all GH practice has looked at those that have 4 meds or less – 1/3 that can, 1/3 need blood tests etc, 1/3 non-compliant. CCG have been providing support to pull down the list to get consent</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: NH will make sure that 3rd party ordering and eRD is a standing agenda item on the CCG calls with Mindy Bassi</p> </div>
<p style="text-align: center;">6</p>	<p>COVID – 19</p> <p><u>National</u></p> <ul style="list-style-type: none"> - Testing <p>COVID antibody service – advised not to sell these in pharmacy - PHE do not recommend any of the tests at the moment as not CE marked. National test is not routinely available – pharmacies wanting to be involved – could be involved in the distribution. Pharmacy should be involved in the COVID vaccine when available Nothing to report on supply issues, PPE or bank holiday</p> <p><u>Local</u></p> <ul style="list-style-type: none"> - Pharmacy closures - Hot sites <p>Running for 3-4 weeks - reduced the hours down for the sites – NH liaised with the pharmacies next to the sites, Riverside, Well and Boots. Small number of patients going through – home visit model was introduced and this worked well. Hospitals locally – 2/3 of beds are full Kingsmill – 27% empty beds Starting to fill up now doing routine services again NOMADs / MDS - Nothing further to report</p>
<p style="text-align: center;">7</p>	<p>Integrated Care System / Primary Care Networks / Nottinghamshire CCG</p> <p>a) Primary Care Networks (30mins)</p> <ul style="list-style-type: none"> ➤ <u>City PCNs</u> <ul style="list-style-type: none"> - Randeep update on PCN4 – Attachment 7A <p>Sticking to 1 month prescribing</p> <ul style="list-style-type: none"> ➤ <u>Mid Notts PCNs</u> <ul style="list-style-type: none"> • Jackie Hart update on Byron PCN – Attachment 7B <p>For information</p> <ul style="list-style-type: none"> ➤ <u>South Notts PCNs</u> <p>Nothing received</p> <p>PCN pharmacy lead development and support events 15.03.20 (went ahead) and 21.03.20 (cancelled) Well attended and reports from leads who were involved were very good and would like more - RS and RT.</p>

	<p>PCN lead conference calls – 01.04.20 and 02.04.20 Not great attendance – useful for updates Still trying to get WhatsApp groups set up for the PCN areas – PCN leads finding it difficult to get mobile numbers – suggested that AE to contact pharmacies and setup the groups and the PCN leads will then manage.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: AE to set up the groups for PCN WhatsApp and then leave to the leads to manage</p> </div> <p>b) ICS update – Nottinghamshire - ICS skin health group - ICS Diabetes group 13.05.20 DF– Attachment 7C</p> <p>Potential activities Greater role for patient consultations Medication reviews</p> <p>c) ICS update - SYB Nothing to report</p> <p>➤ Nottinghamshire CCG</p> <ul style="list-style-type: none"> ▪ NHS Greater Nottingham: Prescribing Hints & Tips Newsletter ?? 2020 – Attachment 7D <ul style="list-style-type: none"> • Area Prescribing Committee – requested to attend these meetings Discussed if could be a contractor rather than LPC member – felt that at the moment it was not a priority but would review again in a few months time
8	<p>MEMBER UPDATES</p> <p>8.1 <u>Advance payment</u> PSNC wish to look at reimbursement on national average Contractors are not good at costing up everything that they do from previous surveys feel that it would be more beneficial to do nationally. Discussed a further advance payment – debating at PSNC – this only defers payment struggles until later in the year when have to pay it back.</p>
9	<p><u>9.1 PSNC Events</u></p> <p>9.1.1 Independent PSNC/LPC pharmacy review Nothing more to discuss at the moment</p> <p>9.1.2 National Meeting of LPCs – 05.05.20 – London This was cancelled</p> <p>9.1.3 LPC conference 2020 – 16.09.20 – London No details received yet</p>
10	<p><u>LOCAL AUTHORITY REPORTS</u></p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY ▪ PUBLIC HEALTH CITY <p>Nothing received</p>
10b	<p>NHS England Area Teams - North Midlands <u>Annual flu letter 2020/21 – Attachment 10A</u> For information</p>

	<p>- SYB <u>SYB LPCs + NHSE meeting 29 Apr.2020 – Attachment 10b</u> For information</p>						
<p>11</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. <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>11.1 PSNC briefings / newsletters 11.1.1 List of PSNC newsletters received since the last LPC meeting - there have been daily COVID-19 briefings sent through. Link to the PSNC webpage - https://psnc.org.uk/ - briefings found on each drop down section of the website 11.2 <u>PSNC Pricing audit reports</u> nothing received 11.3 Health education England ➤ <u>Pre-registration pharmacy technician funding</u> 8 pharmacies have responded - 2 to be selected – RS and AE</p>						
<p>12</p>	<p>Any other business 12.1 What do we think will be the new normal ? - for LPC members - for contractors 12.2 <u>City Smoking service</u> - No official smoking service – it was decommissioned. Ankish started a small prescribing service - Not been mentioned at any PH meetings</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: AE / NH to ask City PH colleagues if there are plans for a City Smoking Cessation service</p> </div> <p><u>Supervised consumption</u> County – payments being based on February invoices and will be for the foreseeable future – don’t need to add anything through PharmOutcomes. City – less clear as directly commissioned - Beth Hopcroft – NH will check <u>Bank Holiday</u> No funding or commissioning for bank holiday opening – fully covered in Notts and no need for pharmacies to be directed to open Government are looking at adding in a bank holiday for October 2020</p>						
	<p>Details of future meetings ➤ Discuss the format of the next meeting in July 2020 Still think it will be Zoom call in July – Asked for feedback on this meeting. AE to complete the signing in book and then can get members to sign at the next face to face meeting just as an official record of the meeting and to confirm payment claims for attendance. Members to send through claims to GH for today’s attendance at the meeting rather than GH paying automatically.</p> <p>➤ Do members wish to carry on with the conference calls in between meetings on a Monday evening? What frequency? - <i>Monday after bank holiday – 1st June 2020</i></p> <table border="0" style="width: 100%; margin-top: 20px;"> <tr> <td style="width: 35%;">15th July 2020</td> <td style="width: 30%;">Time to be confirmed</td> <td style="width: 35%;"><i>Conference call</i></td> </tr> <tr> <td>Development Day</td> <td>9am – 5pm</td> <td><i>To be confirmed</i></td> </tr> </table>	15th July 2020	Time to be confirmed	<i>Conference call</i>	Development Day	9am – 5pm	<i>To be confirmed</i>
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	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 15th July 2020 @ LPC office, Candleby Lane, Cotgrave

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 20th May 2020.

Signed: _____ *original signed by Rob Severn* Date 15/07/2020
 Rob Severn, Chair, Nottinghamshire LPC