

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 136th MEETING OF THE COMMITTEE WAS HELD VIA ZOOM CONFERENCE CALL ON WEDNESDAY 15TH JULY 2020 AT 9.30AM</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), Beth Chamberlain (BC), Linda Ferguson (LF), Dave Fernley (DF), 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">➤ Sam Travis, NHS E & I <p><u>Apologies</u></p> <ul style="list-style-type: none">➤ Mandip Bassi (MB)➤ Saikiran koneru (SK)➤ Garry Myers, PSNC <p>Observer</p> <ul style="list-style-type: none">➤ Mandip Bassi, PCN Clinical Pharmacist (attended in his capacity as PCN pharmacist rather than CCA member, because currently furloughed from Lloydspharmacy)
1	<p>1.1 Apologies for absence</p> <ul style="list-style-type: none">• Saikiran Koneru• Mandip Bassi (attended as observer not as member) <p>If members have been furloughed and so unable to attend the LPC meeting then this shouldn't be counted towards the number of meetings missed when looking at the governance of meetings and attendance.</p> <p>Reminder to members that apologies need to be given in a timely manner</p> <p>1.2 Acceptance of the minutes from 20th May 2020 - Attachment 1A</p> <p>The minutes of the last meeting held on 20th May 2020 were agreed as a true and accurate record by all members on the meeting call.</p> <p>1.3 Action points from 20th May 2020</p> <p>1.3.1 Council grants</p> <p>Information for independent contractors re applying for government grant were include in the last newsletter.</p> <p>1.3.2 Lincolnshire appeal invoice</p>

	<p>The amount needs to be confirmed and then sent through to Lincolnshire LPC for time spent by DF and RS on the appeal</p> <p>Action: GH/AE to send through invoice to Lincolnshire for the time taken for the appeal</p> <p>1.3.3 3rd party ordering on agenda It has been discussed at recent meetings but not progressed. eRD – updated last week and nothing further to discuss – not quick action as working with practices that are willing to change at the moment. GH said the practice he works in is currently working through adding more patients to eRD.</p> <p>1.3.4 PCNs Ongoing action</p> <p>Action: AE to set up the groups for PCN WhatsApp and then leave to the leads to manage</p> <p>1.3.5 <u>Smoking Cessation in Nottingham City</u> Still have the service that Ankish Patel setup. National service involving secondary care starting inpatients on smoking cessation and then transferring to primary care on discharge. Called QUIT.</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 Declarations – Attachment 2A ➤ All members to complete for 2020/21 – outstanding from Still outstanding forms from MB, DR, JS and RT – asked members to send through to AE asap</p> <p>2.2 <u>Appraisals completed for AE and NH – 08.06.20</u> If members have any queries about the appraisals, then should contact DF or RS</p> <p>2.3 <u>Feedback from Governance committee</u> John Lewis vouchers going to put towards office IT equipment</p> <p>2.4 <u>NHS mail application and data toolkit completion</u> Pilot with PSNC to get NHS mail – first LPC to do this process Very hard work – went into more detail than was needed but all the governance we need will be in place Will be sending through all the governance docs and asset register to governance team to check and then will be agreed by whole committee at September 2020 meeting. Biggest risk is the IT systems we use because we all use personal laptops on different system so don't have any corporate intervention ability.</p> <p>Action: send through governance documents and asset register to governance committee and agree at September 2020</p>
<p>3</p>	<p><u>Independent PSNC/LPC pharmacy review - questions raised by Nottinghamshire LPC for review and then submitted – Attachment 3A</u> - regional meeting on 01.07.20 - virtual LPC meeting with Professor Wright – 08.07.20 There is a YouTube video – advised all members to watch – AE / NH will send through the link</p>

	<p>PSNC and Prof Wright are setting up a working group of LPC members / chairs to present further updates at the September LPC conference. Nothing received from CCA or AIMp at the moment.</p>
<p>4</p>	<p>NHS Contract Matters</p> <p><u>4.1 New contracts-Routine</u> Nothing received</p> <p><u>4.2 New contracts-Excepted</u> Nothing received</p> <p><u>Contract applications received from other areas</u></p> <p><u>4.3 Litigation</u> Nothing received</p> <p><u>4.4 Decisions</u></p> <p>4.4.1 No significant change relocation By: MCC Healthcare T/A Nuthall Pharmacy From: 2 Upminster Drive, Nuthall, Nottingham, NG16 1PT To: Assarts Farm Medical Centre, 6 Upminster Drive, Nuthall, NG16 1PT REFUSED Application didn't meet the regulatory tests. Contractor is now been let into the original building so suspect the relocation is no longer required.</p> <p>4.5 <u>Responses received</u> None received</p> <p>4.6 <u>Amendments to the list – Attachment 4A</u></p> <p>4.6.1 Pharmacy Closure By: Boots Pharmacy At: 45b Green Lane, Kimberley, Nottinghamshire, NG16 2PB Closing on 11.07.20</p> <p>Notts have had about 8 closures overall during the last year</p>
<p>5</p>	<p>Finances – GH</p> <p>5.1 <u>Finances May / June 2020 – Attachment 5A, 5B, 5C, 5D, 5E, 5F, 5G</u> <u>MAY 2020</u> HMRC have changed the payments so it will be shown the month after it has been paid Payroll paid extra for P60 workload Paid annual insurance for the office and indemnity insurance. Balance - £104,000</p> <p><u>June 2020</u> Zoom paying for monthly now Monthly charge for emails – changed from annual charge to monthly Zoom meeting – expenses – some members have not claimed £10, 440.86 spent Balance - £111,000.</p> <p>Set a budget to spend £207,200 – currently projecting to spend £199,426 which is £7,774.00 under budget, but still early in the year and anything can happen with COVID, flu and the Wright review.</p>

	<p>£103,600 is the 6-month reserve figure</p> <p>5.2 <u>Final Accounts for April 2019 to March 2020 – Attachment 5H</u> To be reviewed and approved Modified for CCA companies as requested last year Total spent £209,951.26 Balance £126,630.61 Office rent and costs – includes cleaning, electric, wifi etc Received a £10,000 grant from Rushcliffe CC so not sure if we can ask for a reduction in rent due to Covid-19</p> <p>5.3 <u>Levy holiday</u> Levy payment holiday that was agreed in May has been delayed due to NHSBSA reduced capacity with COVID so will now happen in August</p>
	<p>GUESTS</p> <p><u>Sam Travis, NHS E & I</u> Plan to bring back services</p> <ul style="list-style-type: none"> - Resume MAS extended - AF and hypertension - UTI PGD starting in August <p>Traditional service not using the pilot testing When have the PGD written up will send through to the LPC for queries</p> <p>No training needed as straight forward</p> <p>Introducing conjunctivitis and impetigo + skin conditions PGDs</p> <p>Then going to bring back ENT PGD – when safe to do so</p> <p>NHSE & I region is now wider and is now Midlands Region – trying to get more consistent approach for services</p> <p>Commissioned virtual outcomes again for the next year.</p> <p>Members asked if it is following the ICS footprint could Rushcliffe be included when it starts again – maybe UTI</p> <p>UTI evaluation Coming to conclusion – being shared at national level with Keith Ridge’s team – when receive this Sam will share with the ICS.</p>
	<p>Chief Officer / Chair reports –</p> <p>6.1 <u>Chair update (including MP comms) – Attachment 6A</u> In process of typing up a check list for COVID risk assessment – not a specific requirement as not enough employees but going to do anyway. Have to go to the office to comply with insurance at least once every 21 days</p> <p>6.2 <u>Counselling Video for DOAC/Warfarin - Links with Virtual Clinic (RS)</u> DOAC - working with Ankish on this for Nottingham City PCNs</p> <p>6.3 <u>Chief officer update – Attachment 6B</u> 95% spent on COVID including flu vaccinations Organisations asking questions – if can direct to PSNC or LPC website then do so, but many queries are specific.</p>

Could a FAQ be produced – NH to send through answers to AE and AE to put onto FAQ sheet then review at exec meeting

Action: Produce a FAQ sheet for COVID and review at the exec meeting

Antibody testing – access for pharmacies – should start next week – being commissioned via CCG. Current the phlebotomy service cannot handle the volume so had to commission more and also an IT system.

There is limited value to contractors getting staff antibody tested. It's only really for research reasons – not enough details to know if the antibodies provide immunity to COVID. Science is less than clear and learning every day.

Action: Sent out information on antibody testing to contractors as soon as know via special newsletter

Derbyshire CCG have started today. Taking 6-7 days to get the results back

6.4 LPC Collaboration (work programme)

Work with Liam and Rob Darracott

Cost of £1,000 - £2,000 for start off costs

Liam setting up – costs depends on how many LPCs join in

Leadership academy – facilitating more collaborating work

Virtual meetings

This can be used to help support the LPCs through the Wright Review changes

Members asked for more information – what going to benefit from this? could we get it from anywhere else?

Asked for a member to be involved on the next call too - JS or LF will join depending on dates.

NH to join in the call with Liam and Rob Darracott and bring more information back to the LPC. Asked for a member to attend this call too. JS or LF will join depending on dates.

PSNC update

PQS

Part 1 - All based on the COVID action so should be quite easy for this to be completed

Part 2 to be signed off in September and start in October

Negotiations

This has started

Stated that were optimistic but now cannot discuss any detail because under confidentiality agreement

New Pharmacy SOP – due out – when comes out then 2 hours closed door working will be removed

NHS BSA sent out staff risk assessment survey – not mandatory but would be good to do. Part of the

PQS and also good practice to offer this.

7

COVID – 19 - members feedback

National

- Testing
- Supply issues

- PPE

Issues with getting gloves at the moment (VP) – worried about flu vac season

Gloves and aprons

Mandip has a contact and will pass this onto members

Members to let NH know if having problems so NH can pass this information onto PSNC

- Risk Assessments of staff – Attachment 7A
- Returning to contracted hours

PSNC consultation audit w/c 29.06.20

¾ pharmacies completed

Multiples didn't seem to participate

Test and trace

There have been a number of pharmacies closed because of staff members testing positive and then all staff having to self-isolate.

They were following PHE PPE guidance – so were not wearing PPE in the dispensary so failed the test and trace questioning. Trying to get a definitive answer to be able to share with pharmacies on what they need to wear and when.

Action: Once receive the guidance on PPE then forward this to the contractors.

PSNC state to wear PPE to protect from patients and staff members if cannot socially distance

Local

- Pharmacy closures
- Deliveries
- Hot sites
- NOMADs / MDS
- Implications of local lockdowns

Reset and Recovery

Flu vaccinations

PCN and ICS are focusing on flu

Don't know what is in the flu PGD / Service Spec

Likely that target groups are to be expanded

Cost of PPE – been captured and hope to have an extra payment for this – both for pharmacy and GP practices

8

Integrated Care System / Primary Care Networks / Nottinghamshire CCG

Members to have read through PSNC briefing LPC News: Helping you to engage with Primary Care Networks

a) Primary Care Networks

- City PCNs

Nothing received

- Mid Notts PCNs

Nothing received

- South Notts PCNs

- Meet with Dr Gurvinder Sahota 30.07.20
- Rushcliffe PCN flu vacs planning

- Bassetlaw PCN

Nothing received

b) ICS update – Nottinghamshire

- ICS skin health group
- Discussions around using the Notts Training Academy
- ICS urgent care

	<p>Diagnosis and Care– 10.07.20</p> <ul style="list-style-type: none"> - ICS Diabetes group <p>Clinical workstreams – there are 4 groups around urgent care – BC happy to help on the workstreams if on Wednesdays</p> <p>c) ICS update - SYB Nothing to update</p> <p>➤ Nottinghamshire CCG</p> <ul style="list-style-type: none"> ▪ NHS Greater Nottingham: Prescribing Hints & Tips Newsletter ?? 2020 – Attachment 8A For information <ul style="list-style-type: none"> • Area Prescribing Committee <ul style="list-style-type: none"> - Bulletin – Attachment 8B For information
9	<p>MEMBER UPDATES</p> <p>9.1 <u>Care Home Taskforce (BC)</u> With Mindy Bassi – sending through some webinar links and asked the LPC if this could be included in the newsletter and sent to contractors.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: BC will send through to AE when received for adding to newsletter</p> </div> <p>9.2 <u>Patient direction (RA)</u> Local competitor has increased by 4000 per month Receiving acutes but repeats going to other places Practice have set the nominations – need to gather information that can be sent through to NHSE. NH will speak with Liz / Chris at NHSE.</p>
10	<p><u>10.1 PSNC Events</u></p> <p>10.1.1 LPC conference 2020 – 16.09.20 – London (probably virtual) No details received yet</p>
11a	<p><u>LOCAL AUTHORITY REPORTS</u></p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY <ul style="list-style-type: none"> - <u>Stop Smoking Service (ABL Health) – Attachment 11a, 11b, 11C, 11D</u> <p>Expressions of interest have gone out Fees were reasonable – NH and RS negotiated that the first pickup was higher fee.</p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH CITY <ul style="list-style-type: none"> - Sexual health service extension – Attachment 11E, 11F, 11G <p>For information</p>
11b	<p>NHS England Area Teams</p> <ul style="list-style-type: none"> - Midlands <ul style="list-style-type: none"> • Capturing Beneficial Innovation • Home delivery of medicines and appliances service extended 31.07.20 -Attachment 11H and 11I • Video consultation pilot Expression of interest sent out – across whole of Midlands region • NHSE&I Midlands Controlled Drugs Newsletter - June 2020 (Covid-19 - Restoration and Recovery) Issue – Attachment 11J

	<p>For information</p> <ul style="list-style-type: none"> - SYB SYB LPCs + NHSE meeting 24.06.20 Hep C treatment delivery service Bassetlaw flu meeting - 22 July 2020 (DF) 						
<p>12</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. Noting raised</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>12.1 PSNC briefings / newsletters 12.1.1 List of PSNC newsletters received since the last LPC meeting - there have been daily COVID-19 briefings sent through – Attachment 12A Link to the PSNC webpage - https://psnc.org.uk/ - briefings found on each drop down section of the website</p> <p>12.2 PSNC Pricing audit reports nothing received</p> <p>12.3 Health education England</p> <ul style="list-style-type: none"> ➤ Pre-registration pharmacy technician funding 2 pharmacies selected Harts Chemist, Hucknall and Acorn Pharmacy, Jacksdale <p>Looking at getting more funding so this can be opened up to other contractors National interest in funding pre-reg technicians training Government apprenticeship grant - Peak Pharmacy use this - lots of hoops to get through</p>						
<p>13</p>	<p>Any other business Nothing raised</p>						
<p>14</p>	<p>Details of future meetings Prefer Zoom than Microsoft Teams (RS) Find it more difficult to chair the meeting on Microsoft Teams</p> <ul style="list-style-type: none"> ➤ Discuss the format of the next meeting in September 2020 All agreed that this should be via Zoom rather than face to face meeting ➤ AGM details - Zoom Part of the September day meeting – send through zoom meeting details ➤ Development Day Discuss at September 2020 meeting and see what the COVID restrictions are then ➤ Do members wish to carry on with the conference calls in between meetings on a Monday evening? What frequency? Agreed to have another Zoom catch up meeting in 4 weeks time – 12th August 2020 <table border="0" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 40%;">Development Day</td> <td style="width: 30%;">9am – 5pm</td> <td style="width: 30%;"><i>To be confirmed</i></td> </tr> <tr> <td>AGM - 23rd September 2020</td> <td>2pm</td> <td><i>Via Zoom</i></td> </tr> </table>	Development Day	9am – 5pm	<i>To be confirmed</i>	AGM - 23rd September 2020	2pm	<i>Via Zoom</i>
Development Day	9am – 5pm	<i>To be confirmed</i>					
AGM - 23rd September 2020	2pm	<i>Via Zoom</i>					

	23rd September 2020	9.30am – 5pm	Via zoom
	18th November 2020	9.30am – 5pm	Office at Cotgrave, Candleby Lane, NG12 3JQ

Next meeting is on Wednesday 23rd September 2020 @ Zoom meeting

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 15th July 2020.

Signed: _____ original signed by Rob Severn Date 23/09/2020
 Rob Severn, Chair, Nottinghamshire LPC