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Your Local Pharmaceutical Committee

THE 146th MEETING OF THE COMMITTEE WAS HELD VIA ZOOM
ON WEDNESDAY 16TH MARCH 2022 AT 10AM

In the Chair: Rob Severn (RS)
Chief Officer: Nick Hunter (NH)
Secretary: Alison Ellis (AE)
Treasurer: Gordon Heeley (GH)

Members: Raza Ali (RA), Rebecca Butterworth (RB), Mandip Bassi (MB), Bethan Chamberlain

(BC), Linda Ferguson (LF), Dave Fernley (DF), Angela Kahendeke (AK) (zoom), Vijay

Pujara (VP), Dhiren Ravel (DR), Jon Such (JonS) (zoom) – half meeting, James

Sutcliffe (JS), Randeep Tak (RT) (zoom)

1.1 Attended:

Luke Clarkson, NHSE

1.2 Apologies for absence

- Mike Jones, GP-CPCS support (MJ)
- Lindsey Fairbrother, PSNC Regional Representative

Reminder to members that apologies need to be given in a timely manner.

1.3 Acceptance of the minutes from 19th January 2022 - Attachment 1A Amendments to the draft minutes were highlighted as below. After these changes the minutes were agreed as a true and accurate record of the meeting held on 19th January 2022.

Page 3 - Extended Care Services item

Should say PGDs for antibiotics can no longer be signed off locally instead of can now.

Page 7 – added in the word Total in the December 2021 income line

Page 11, workshop 1 should have a capital M in March.

Page 14 – at the end of the minutes changed the next meeting date to 16th March

1.4 Action points from 19th January 2022 not on the agenda

1.4.1 Newsletter article

Article on the new national services – Hypertension and Smoking Cessation – included on the last newsletter along with webinar information

1.4.2 VP place on LPC

Received verbal notification from Girish Lad regarding VP representing Lowdham Pharmacy on the LPC. VP happy to continue for this year.

1.4.3 GP-CPCS

MJ received contact details from RA for Bulwell PCN practice and has been in contact regarding

GP-CPCS getting started

1.4.4 Extended care evidence

NH reported that he had not received any evidence regarding extended care services - still need to send through to NH because Mindy Bassi is still wanting evidence to be taken to the ICS.

Action: Members to send through evidence of how the extended care services have helped patients and practices to NH who will collate and send to NHSE regional team

1.4.5 <u>Interpreting service query</u>

RS reported that there was no need to reply as emailed to say that would take to the LPC committee and there were no concerns raised by members.

1.4.6 Covid site

Exec Team discussed the problems in Bulwell – these are being raised with the Covid vaccine teams and the LPC agreed to be kept updated and be involved if needed. NH will keep updated.

1.4.7 SYB

Bassetlaw CCG is moving to Notts ICS in July 2022 with the NHS changes. Will meet when have confirmation and organise how to let contractors know.

1.4.8 Connected Pharmacy promotion

Part of the strategy planning regarding engagement with pharmacy and promoting the connected pharmacy program. Sent out emails and newsletter reminders.

1.4.9 Contraception pilot

NH is looking at Notts being involved in the pilot with Praza @ Riverside Pharmacy, Bulwell.

2 Governance Items

3

2.1 Declarations - Attachment 2A

Declarations to be completed for 2022/23 – all members present completed forms and those who attended via Zoom will complete and send through to AE asap.

2.2 Feedback from Governance committee

Nothing to raise

GP-CPCS – Mike is on annual leave so NH presenting update report provided by Mike

Update on work so far – Attachment A

Some concerns around provider pays with much confusion.

590 referrals so far.

18 practices have sent referrals – all practices are able to refer.

Referrals have dropped off and MJ is looking into this. Beeston and Radford are the highest performing.

System providers have not moved forward as fast as envisaged. NHSE delay releasing the API codes.

Also getting assurances from NHS Digital is a big issue.

Need contractors to complain to their system suppliers.

Currently suggesting to sign up to PharmOutcomes on a monthly basis and only pay when use the system so will already be being paid for SPCS intervention – charge around £1 per referral, as this limits financial risk or paying for something and then it not being used. If member with NPA then get a discount.

Funding – received and plan on how to spend has been completed and sent through to NHSE Regional team.

Website page has been completed for GP-CPCS and Hypertension Service

MJ has been working on hypertension, GP-CPCS and DMS.

Weekly meetings with NH/AE.

Weekly meetings with Rachel Rees at the ICS.

Employing MJ has made a difference to the working and implementation of services and liaising with pharmacies and CCG/ICS/NHSE.

Direct referral from GP practices for hypertension checks – North West are using Pharmrefer via PharmOutcomes and ready for starting. Already doing this in Manchester – NH to liaise with the other LPCs.

Notts – have looked at this but using Arden's template via NHS mail.

Action: NH to speak with Manchester and Northeast LPCs to see how they are implementing the direct referral from GP practices.

ED Streaming and Redirection Tool for CPCS – notes from meeting held on 10.03.22 – Attachment B

Agreed not to do anything until worked out the funding for the service – need to have a locally commissioned service to be able to do this without affecting the global sum.

Been talked about for a while and now NHSE have been involved and added to the National pilot. Only a handful of referrals coming out per week so not a big income – will probably be only a single pharmacy involved.

There are already some pilots going ahead –

- 1) nurse triage and referring to the pharmacy doesn't save money but helps to change patient behaviour.
- 2) Avatar sign in using same algorithms as NHS111 online put in details and directs to pharmacy (but only the one at the moment)

GP-CPCS funding

£120,000 was given to the ICS to help with pharmacy integration and collaborate working. Wanted to use the money on GP-CPCS to help with practices implementing. Also wanted to make sure that ensure the current pharmacy services are commissioned and do some work around this to present at the ICS, as this was what was being suggested in NHSE briefings. Not had any success finding where this money sat so was agreed the LPC should send in a FOI. The money has been spent in other areas of the ICS as the NHSE MOU did not specifically state that it was to be spent on pharmacy services.

Action: NH will discuss in meetings with ICS and with Amanda Alamanos, NHSE and report back to the LPC.

LPC MOU funding

RB has been looking at how the LPC GP-CPCS and services money is being spent in other LPCs and Nottinghamshire are leading the way on this and others are using Notts as an example.

MJ has been working with Simon Hayes in North & South Staffs, on documents and learning for others

4 Independent PSNC/LPC pharmacy review

Latest information from the Wright review -

➤ Update from Review Steering group – no further minutes added to website https://pharmacy-review.org/

There should be more information coming out this week and expect a meeting organised for LPCs early next week.

Agreement been reached on 28/33 recommendations – main points that are still being deliberated are to do with the size of the PSNC committee and the chair forum.

Nottinghamshire LPC are an average sized LPC, good governance and finance docs visible and sent to PSNC so feel that there will be no change as the ICS is Nottinghamshire level.

5 Strategy Session

Updates / actions from the session held in November 2021

Discussions from March 2022

With regards to the RSG changes need to think about

- LPC members
- Contractors
- Employees

Positioning within the ICS and relationship building.

Will be less support from the System and new people will not have the historical corporate knowledge. In order to survive the new structure then need to be more involved in the meetings.

Is there an employment opportunity for those that already work in the System and will be losing their roles within NHSE / CCG - consultancy work for the LPC? Fixed term contract?

Need someone on the ground engaging with contractors and service implementation – need to continue with Mike's role and have more open clinics for queries.

Look at headhunting those that are in the NHS now whose jobs are being looked at and let them know that the LPC are looking at creating a role and see if interested.

Recommendation on Wright review was that LPCs will get less money and PSNC more as under resourced. Still agreed to work through the three items to achieve this year:

- 1) Work through change work as a body (Rob leading)
- 2) Make national services successful (Mike and Rebecca leading)
- 3) Manage transition to ICS (Nick)

Tenders

Help contractors with negotiating their way through the tender process.

Meetings

Catch up evening meetings - continue with these April, June, August?, October, Dec?

Have notes / report from these sessions that is submitted as meeting document for the f2f meeting agenda so all are kept up to date and any actions are captured.

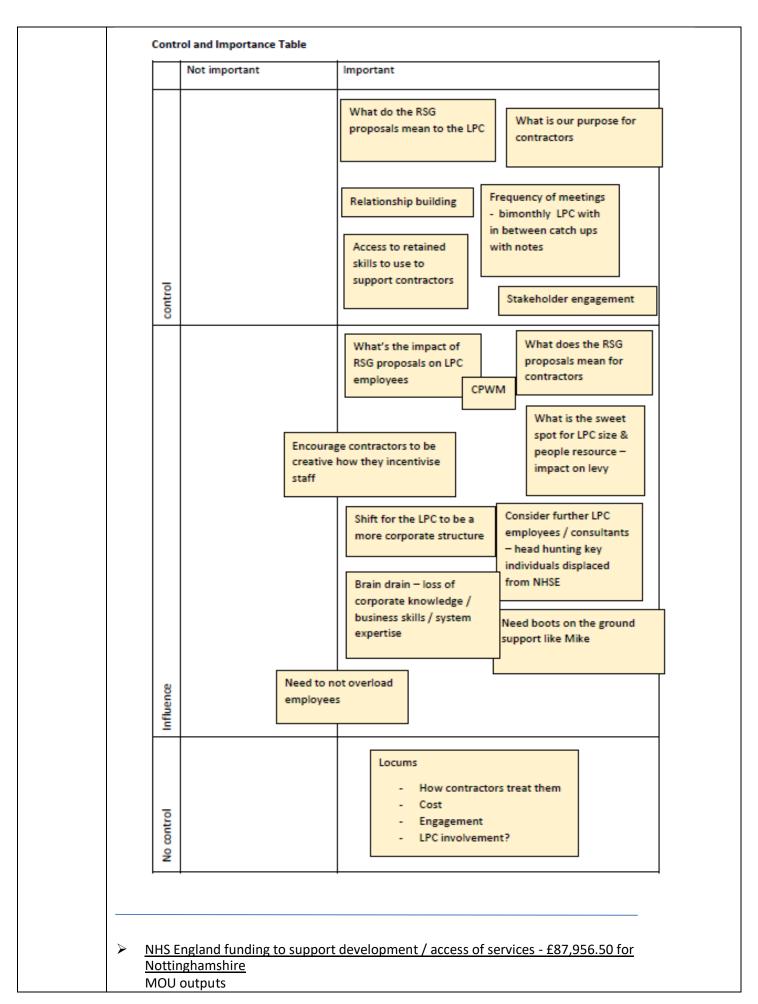
Training events

Need locums to attend these events too so that the services can be run in pharmacies for all opening hours.

Action: AE to set up and create meeting invites for these catch-up meetings.

Action: AE to take notes at the catch-up meeting and submit as a meeting document at the face to face meetings.

Control and influence table completed at the March meeting



- Recruitment on a sessional basis until end of March 2022 (with option to extend for 6 months)
 of GPCPCS Local Training and Implementation Managers as required. To be locally based to
 undertake virtual and face to face training and support.
- Training support for ENT Extended Care Service roll out Supporting EOI process for ENT Service procurement
- CPCS Clinical Confidence and Operational Training Support
- Support implementation of the Hypertension Advanced Service
- Support working with ICS colleagues to increase referrals from Secondary Care direct to the Discharge Medicines Service
- Advanced training in assessment and management of urgent cases) style training to support
 more in-depth assessment of ENT and Eye cases in community pharmacies. To enhance the
 clinical examination skills and confidence to both improve CPCS and enhance the range of
 conditions which can be safely managed in pharmacy

MJ will update on the workplan for using the Support and Development of services money from NHSE.

Attachment C

All members have read through the MOU outputs and the workplan that MJ has put together for the MOU funding and no changes were needed. All members agreed to this workplan.

Open meeting

Luke Clarkson, Contract Manager for NHSE East Midlands

Pharmacy closures -

Not too many in Notts – lack of locums, pharmacists is the main problem.

Telephone contact for the NHSE team

RB reported that pharmacy head office's need the contact number rather than emails.

Bank Holidays

Still struggling with replies for bank holidays spreadsheet – asked the LPC for support on this – send reminder in newsletter.

RA mentioned that could log opening hours on PharmOutcomes using a traffic light system during Covid – could the bank holiday be added onto this system page so that can update rather than opening and downloading spreadsheet.

Action: AE to add in a reminder re bank holiday spreadsheet completion to the next newsletter.

6 NHS Contract Matters

6.1 New contracts-Routine

Nothing received

6.2 New contracts-Excepted

6.2.1 Relocation of DSP pharmacy

By: Keith Jardine T/A Home Pharmacy

From: 21 Cirrus Drive, Watnall, NG 16 1FS

To: Unit 12 Vision Business Park, Firth Way, Bulwell, NG6 8GF

Closing date – 8th April 2022

Declarations: RA

Include how are NHSE ensuring that meeting the DSP regulations and not been specific in how supply services nationally.

Seen the same information in a number of applications recently

There were no problems raised regarding the relocation application but wished to remind about the DSP regulations that need to be adhered to in the new neighbourhood.

Response: highlight ensuring meet the DSP regulations in the new neighbourhood and that the application does not highlight how specifically will supply service nationally.

Contract applications received from other areas

6.3 Litigation

Nothing received

6.4 Decisions

6.4.1 Application for Distance Selling Pharmacy

By: Hello Meds Ltd

At: The Old Police Station, Shrewsbury Road, Bircotes, DN11 8DE

Still waiting for decision

DAC application

By: Atos Medical UK

At: Tudor Square, West Bridgford, Nottingham, NG2 6BT

Still waiting for decision

6.5 Responses received

6.6 Amendments to the list

6.6.1 Change of hours

By: Peter James (Bridgegate Chemsit) Ltd At: 54 Bridgegate , Retford, Nottinghamshire,

Closure of pharmacy on Saturday 4th June 2022 - one off due to Bank Holiday

7 Finances – GH

7.1 Finances January / February 2022 – Attachment 5A, 5B, 5C, 5D

January 2022

Income

£100 - Sponsor money from November LPC meeting £31,020.00 - transfer from savings account £363,084.44 - GP-CPCS funding from NHSE

£394,204.44 - Total

Expenditure

Normal meeting costs, salary and office payments £720 – paid invoice for Liam Stapleton re November 2021 meeting £363,084.44 – transfer to savings account GP-CPCS MOU funding £374,368.26 – Total payments made

February 2022

£218,844.46 total

Income

£17,599.98 – Contractor levy £201,244.48 – transfer from savings account

Expenditure

Normal office charges, salary payments and meeting expenses

£31,020.00 – Connecting for Health invoice

£92,882.07 – GP-CPCS funding to LLR LPC

£59,810.42 – GP-CPCS funding to Lincs LPC

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£48,551.99 – GP-CPCS funding to Northants LPC

£244,082.73 – total payments made

Balance = £207,830.37

7.2 <u>Cashflow update – Attachment 5E</u>

2021/22

Collected £193,600.00 levy

£100 sponsorship

Connected Pharmacy - spent £80,820.00 of the £125,000

Over budget for staff costs – did not include MJ role in budget.

IT costs for all staff members and office were not budgeted for - £2700

Additional levy for RSG was not budgeted for £1500.

Spent approximately £279,459.00 of the budgeted £333,900.00

7.3 Connected Pharmacy account

Spent £80,820.00 of the £125,000

Members agreed that should add in an administration fee for the work that GH has completed regarding the payments and setting up account, including in the Notts LPC budget etc.

LPCs wish to build in some face-to-face meetings to aid networking and remaining money will be used to support these.

Action: GH to note hours that he has spent working on the Connected Pharmacy accounts and then can agree this with the other LPCs and send through an invoice

7.4 NHSE GP-CPCS funding - now sent GPCPCS money to LLR, Lincolnshire, Derbyshire and Northamptonshire LPCs

All LPCs have been paid now and transferred across from the holding account.

Set up a balance sheet for this funding - £87, Funding from NHSE MOU.

Include set up costs for MJ and hours worked by NH and AE on GP-CPCS in the budget / accounts for this funding.

7.5 Treasurers meeting with PSNC – 16.02.22 - Attachment 5F

Main points from the meeting are:-

- May not be able to ensure all contractors needs are met fairly and that it may be sectorial
- Average reserves held by LPCs is 10 months rather than the expected 6 months.
- Monies held could be seen as income query whether need to register for VAT waiting for information back from PSNC

7.6 PSNC Expense policy and finance guide – Attachment 5G

Following all points / suggestions except for one element –

Payment for members attendance – pay companies direct except for DF, who will be added to the payroll, VP paid to his company and RA will need to declare that he has paid tax if not being paid to his pharmacy. It is a template and the Notts LPC expense policy has more detail so will take parts of this across to the LPC policy but will keep the other details in as feel it is better governance to do this.

GH will share the revised policy with LPC members once the changes have been made.

Action: GH to share the revised expense policy with LPC members once the changes have been made

7.7 PSNC levy invoice for 2022/23 – Attachment 5H and 5I

For information. No increase for this year but there will be from next 2023/24 – as part of the RSG proposals.

Lindsey Fairbrother, PSNC Regional Representative

➤ Introduction and update – written report sent through and NH updated the committee Member of Derbyshire LPC, Chief Officer for Shropshire LPC, Independent Contractor and PCN lead.

Been to one PSNC meeting so far -

- Year 4 negotiations have started
- Asking PQS to be issued earlier
- Specials
- New CEO in place Janet Morrison
- Chair post coming up for renewal soon Sue Killen current Chair
- PSNC need to get out to contractors and LPCs to raise awareness and engagement for the contractor vote on the RSG proposals mainly independents
- May need to set up meetings for contractors

Pharmacy Advice audit - Over 4000 replies received.

Results from pharmacy pressures survey – very stressed pharmacy teams – going to use the results at the APPG.

VAT regulations.

Collection lockers – can be on an unregulated site. RPS have also been discussing this issue.

If it is ok'd then the regulations need to be changed so that medications can be collected without a pharmacist being present and checked.

Asked members to read the information and send through any comments to Lindsay.

Action: members to read the information on Collection Lockers and regulations – send through any comments through to NH or direct to Lindsay Fairbrother.

8 Chief Officer / Chair reports –

8.1 Chair update – Attachment 6A

Looking into a back-office document storage and IT system – need to have different levels of access.

Action: AE to source different systems and ask SIRUS IT company for a quote for the office IT and storage system.

8.2 Chief officer verbal update

Nothing extra report – all items covered on the agenda.

Invite to the CPWM meeting

West Midlands – all the LPCs in WM meet together.

- Collaborative working
- Useful to liaise with the shared services and having more of a voice

Offered to meet as a whole Midlands region and asked the other LPCs to pay circa £300 to cover the admin costs, website and Dropbox facility plus venue costs when face to face meetings. Do put on training events covering the whole West Midlands, but usually funded.

RS has asked for a copy of TOR for the group to see what this funding covers and if should join the meeting.

Proposal is f2f x 2 meetings and 4 x virtual meetings ayear.

Action: Discuss the CPWM meeting invite and review TOR and costings at the May 2022 LPC meeting.

Action: RS to discuss with other LPCs and see what they see as a benefit to the group / meeting.

8.3 Equality, Inclusivity & Diversity session – Ankish forwarded details on

Worth a 30-minute discussion – feel that do need to have some level of reflection on what the LPC are currently doing. Agreed that should invite Ojali Yusuff, Co-Chair of Nottingham & Nottinghamshire racial equality, Inclusivity and Diversity and PCN Clinical Pharmacist to the May LPC meeting.

Action: AE to invite Ojali Yusaff to the May LPC meeting for discussion on Equality, Inclusivity & Diversity

Integrated Care System / Primary Care Networks / Nottinghamshire CCG

PQS 2021/22

Nothing to update

PCN leads

9

There are a few lead vacancies in Nottinghamshire but not advertising at the moment.

> SYB PCN support – Activity report

Nothing for Bassetlaw recently.

- > NHS England funding (SYB)
- PCN reports

Nothing received recently

> ICS update - Nottinghamshire

ICS partnership forum update

NH will ask Alex Ball to see if this is going to carry on in the future

Action: NH will ask Alex Ball to see if the ICS Partnership Forum is going to carry on in the future plans

- Integrated Pharmacy Medicines Optimisation (IPMO)

MB was unable to attend

- ICS Board 3rd March next meeting 05.05.22
- ICS CVD Priorities (Caroline Brew email) hypertension

Need someone to get involved.

NH signposted to the specification for the national service.

- ➤ ICS update SYB
 - Primary Care workforce
 - SYB ICS urgent and emergency care meeting
 - Pharmacy Forum
 - IPMO
- ➤ IPMO Workforce Pillar 3 questions for LPC members Attachment 7A

HEE workforce survey – especially the "data set" which now shows STP level numbers, and what's the feeling around how much worse (or better) is the situation now.

NH has been involved in IPMO groups and co-chairs the workforce pillar.

Not enough pharmacists to cover all the sectors – PCN have gaps still.

Need to protect the workforce that have not just pharmacists (mental health) – need to have happy staff. Older staff are choosing to retire, and younger staff are only staying for a few months.

 Current feeling around joint or split posts – what needs to happen to make a reality, because all other sectors are planning so community pharmacy will be left even further behind

Separate contracts and agreed times of working.

2) IPMO workforce task and finish group – any members want to join– NH not able to attend all the meetings.

BC, MB and LF have volunteered to be involved in the meetings and discussions.

> Nottinghamshire CCG

a. NNMOSG

Used to be the prescribing subgroups.

Important to engage.

MB is pressing the groups to have targets for hypertension, DMS, NMS and GP-CPCS.

b. Prescribing hints and tips February 2022 – Attachment 7B

For information

ICS integration with CCGs

No update

> Area Prescribing Committee

Do not attend but have links and receive updates

10 LOCAL AUTHORITY REPORTS

PUBLIC HEALTH COUNTY

- PNA update
- Mental Health and Suicide Prevention Comms Materials (RB)

For information

Nottinghamshire County HWB 09.02.22
 Next meeting 23.03.22 @ County Hall
 https://www.nottinghamshire.gov.uk/care/health-and-wellbeing/health-and-wellbeing-board

PUBLIC HEALTH CITY

- PNA update
- Nottingham City HWB 26.01.22

Next meeting 30.03.22 @ Loxley House

Browse meetings - Health and Wellbeing Board - Nottingham City Council

https://www.youtube.com/user/NottCityCouncil

11 MEMBER UPDATES

10.1 <u>East Midlands Medication Safety Forum - 2nd March 2022 (LF) – Attachment 9A</u>

Top line data was really good.

10,500 hospital admissions for constipation because not prescribed laxative when on opioids. Case study:

Discharge from hospital on oral morphine – could have been reviewed on DMS if sent through to pharmacy.

NHS England Area Teams Midlands

- Supply issue alerts https://www.gov.uk/drug-device-alerts
- ► Implementation of Community Pharmacy Clinical Services from April 2022 to March 2024 Attachment 10A
- Connected Pharmacy Program workforce across Midlands NH
- ➤ Smoking Cessation Transfer of Care Steering Group AE

There are 26 signed up but only 12 have registered at the moment. Delay seems to be with the referral process from the midwives to pharmacies – creating a digital referral form to make easier. Meetings have moved to weekly while the service gets started and then will move back to fortnightly.

There are a few areas where pharmacies are still needed – Beeston, Arnold, Sneinton, Clifton?, Mapperley.

Contraception Service Pilot in Community Pharmacy – NH

Still trying to get involved with the pilot with Bulwell – Riverside Pharmacy

- > Hypertension service
- 85 signed up in Notts
 - Contractor workshop 23/02/22 feedback

Well attended and good comments received.

- Pharmacy Stakeholder Group Meeting
- Contractor and Patient Surveys Pharmacy First, Palliative Care, Emergency Supply

No update

Medicines supplies to Ukraine – Richard Seal, Regional Chief Pharmacist– Attachment 10B

SYB

- > SYB LPCS and NHSE & I 09.03.22 verbal update
- > SYB LPCs meeting 22.02.22 next meeting 29.03.22
- QUIT smoking service update
- > SYB NHSE workforce bid NH
 - Have a large amount left
 - o Tech training included

HEE

- HEE funding for community pharmacy workforce (SYB and Yorks & Humber) –
- ➤ HEE Community Pharmacy Workforce survey 2021 report Attachment 10C

For information

13 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 via chat function on Zoom.

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 available on www.psnc.org.uk

13.1 **PSNC** briefings / newsletters

13.1.1 List of PSNC newsletters received since the last *information* LPC meeting – Attachment 11A Link to the PSNC webpage - https://psnc.org.uk/ - briefings found on each drop down section of the website

13.2 Regional representative election (Garry Myers replacement) and Regional PSNC meeting

- New representative is Lindsey Fairbrother, member of Derbyshire LPC
- Next meeting will be June / July 2022

13.3 PSNC Pricing audit reports

Checked bundle from December 2021 Attachment 11B

13.4 LPC website update - AE

All completed now and updating pages as receive new information and trying to make it look more organised with the new tools available to use on the website.

13.5 Funding and Capacity - https://psnc.org.uk/wp-content/uploads/2022/01/PSNC-Briefing-003.22-Pharmacy-Funding-and-Capacity.pdf

For information

13.6 MP pharmacy visits to be organised -

- 1) Alex Norris North, Nottingham North Aspley, Basford, Bestwood, Bilborough, Bulwell
- 2) Tom Randall, Gedling Gedling, Burton Joyce. Carlton, Daybrook, Mapperley, Netherfield, Colwick, Woodthorpe
- 3) Brendan Clarke-Smith, Bassetlaw
- 4) Mark Spencer

RS and AE to organise MP visits now that Covid restrictions are being relaxed.

13.7 PSNC events

National PSNC conference – Thursday 12th May 2022

NH and RS attending in person and LF attending virtually.

➤ LPC conference – Thursday 22nd September 2022

13.8 <u>CCA LPC Matters January and February 2021 – Attachment 11C and 11D</u> For information

14 Any other business

14.1 Flu vaccination training

Contractors are asking if the LPC are putting on flu vaccine training this year — The costs were not any cheaper and feel that contractors would be best to organise this for their teams. Need to let contractors know via newsletter.

Action: AE to add article regarding the LPC not organising the flu vaccine training this year to the next newsletter.

15 Details of future meetings

18 th May 2022	9.30am – 5pm	LPC office	
20 th July 2022	9.30am – 5pm	LPC office	
21 st September 2022	9.30am – 5pm	LPC office	
16 th November 2022	9.30am – 5pm	LPC office	

Next meeting is on Wednesday 18th May 2022 @ LPC office

Minutes agreed as true and accurate reco	rd of the LPC meeting held	d on Wednesday 16 th March
2022		

Signed:	original signed by Rob Severn	Date	20.07.22	
Rob Seve	ern, Chair, Nottinghamshire LPC			