**CLOSED MINUTES OF THE DERBYSHIRE LPC MEETING**

**held on**

**Tuesday 22nd March 2022**

**Holiday Inn, South Normanton**

|  |  |  |  |  |  |  |  |
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| **MEMBER** | **CATEGORY** | **18.5.21** | **20.07.21** | **21.09.21** | **16.11.21** | **25/1/22** | **22/3/22** |
| Andrea Smith, Chair | AIMp |  |  |  | A |  |  |
| David Evans, Vice Chair | AIMp |  |  |  |  |  | A |
| Darryl Dethick  Treasurer | AIMp |  |  |  |  |  |  |
| Peter Cattee | AIMp | \* |  | A | \* | \* |  |
| Ben Eaton | AIMp | A |  |  |  |  |  |
| Garry Myers | Independent | R | R | R | R | R | R |
| Nitin Lakhani | Independent |  |  |  |  |  |  |
| Matthew Hind | Independent |  | A | A |  |  |  |
| Lindsey Fairbrother | Independent |  | A | A |  |  |  |
| Baldev Bange | Independent |  |  |  |  |  |  |
| Kevin Kiang | CCA |  |  |  | A |  |  |
| Jackie Eeles | CCA |  |  |  | A | A |  |
| Inderpreet Chohan | CCA |  |  |  | A |  |  |
| David Holmes | CCA |  |  |  |  |  |  |
| Neelam Sohal | CCA |  |  |  |  | A |  |
| Tom Watson | CCA |  | A | R | R | R | R |
| Jackie Buxton Chief Officer | Officer |  |  |  |  |  |  |
| Katherine Newman (Support Officer) | Officer |  |  |  |  |  |  |

 Present / A Apologies for absence / Absent X / R Resigned/ S sick/ N/A Not applicable \* Member unable to attend all or part of meeting due to attendance at a meeting elsewhere on behalf of the LPC on the same day

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| **1.** |  | **Welcome/Apologies/Introductions/Announcements** |
|  | 1.1  1.2  1.3 | Andrea welcomed everyone to the meeting, especially to Tania and Chris who were attending their first face to face meeting.  Apologies received from David E and Sibby.  No additional DOI’s received. |
| **2.** |  | **Minutes of the last meeting** |
|  |  | These were accepted as an accurate record. |
| **3.** |  | **Review of action points (By exception)** |
|  |  | Outstanding actions  • Jackie to share Digital Health App library information and if appropriate to be added to the website. To be discussed at exec.  • Andrea and Jackie to discuss DMS at the next LMC meeting. Meeting planned for next week. |
| **4.** |  | **Matters arising from the minutes** |
|  |  | None raised |
| **5.** |  | **Meetings attended by Officers and Members** |
|  |  | Paper shared for information. Jackie explained that as part of her handover Tania has attended many of the meetings. |
| **6.** |  | **National and Regional Updates.**  **PSNC. CDAO, LPN, NHSE&I** |
|  | 6.1  6.2  6.3  6.4  6.5  6.6  6.7  6.8  6.9  6.10  6.11  6.12  6.13 | **PSNC.** Lindsey reported the following key messages:  Negotiation work is ongoing.  There is concern that patients are being encouraged to self-refer to Community Pharmacists rather than via GPCPCS.  Amendments to discount drug tariff resulting in winners and losers, problematic when GP’s prescribe branded v generic. Kick back arrangements are being stopped.  Pharmacy advice survey, positive to receive 4000 replies which helps with negotiations.  Pharmacy pressure survey, a tricky read. The profession want to demonstrate what they can deliver in terms of clinical services but teams are stressed and overwhelmed and may struggle to deliver.  Potential for registered technicians to begin delivering the BP service.  Warning over flu vaccines now 50 – 60-year-olds will no longer be eligible for the free NHS vaccine, PSNC are pushing back to allow original orders to be reduced.  Lateral flow tests, finish at the end of the month, contractors to make sure they submit their claim forms and NHS profiles are updated.  RSG. Briefing expected 26th April and the LPC has a role to encourage contractors to vote. It is expected that LPC’s must have a minimum of 200 contractors with certain services, for example HR and Finance, being centralised at PSNC level. Targeted KPI’s are expected for both LPC’s and the PSNC and a national forum of LPC contractor reps will be established. Peter confirmed that there will be no increase in levies but that a restructuring of funding is needed to enable the PSNC to deliver their workload.  **NHSE**. Jackie updated the committee on the following pilots  Pilot of CPCS referrals from ED’s and Urgent Treatment Centres. CRH are piloting the use of an electronic ‘streamer’, currently offering patients a limited choice of pharmacies to go to. ED’s in Coventry and Warwickshire are piloting referrals to CPCS but using a person as the streamer.  Contraception pilot in Stoke is looking at ongoing provision and including a pill review.  A pilot looking at smoking cessation for maternity patients, including members of their household.  Pilots also being developed include an NMS of antidepressants, considering the ‘next steps’ for established services and IP in community pharmacy and what it could look like. |
| **7.** |  | **Wellbeing** |
|  |  | Jackie shared the MOU received from the LMC and following much debate it was agreed that, despite all agreeing wellbeing is incredibly important, the mechanism proposed by the wellbeing group is not practicable for Community Pharmacy. Jackie to write asking for some time to allow the committee to consider alternatives. |
| **8.** |  | **Update on funding streams** |
|  | 8.1  8.2  8.3  8.4  8.5 | CCG and the Regional Team Funding. The £5,000 to support implementation of GPCPCS has been received and is being used to fund Chris and Sibby, along with our share of £92,000 which Jackie is invoicing the CCG monthly for, this funding has to be used before the end of March.  Community Pharmacy Local Incentive Scheme. Only three contractors have claimed, it was agreed that a reminder be sent out and that if Contractors can demonstrate they have made every effort to meet with their GP but not been able to they can still claim. Jackie to ask what will happen if we underspend on the incentive scheme.  Videos. Jackie E updated the committee on progress with these and sought agreement on the topics they should cover which she will share with ARCH.  Promotion of community pharmacy  LPN funding. £25,000 available and Sam is developing a suite of options which will be shared when available.  Trust funding for DMS & SCS (RDH) – PAPER K |
| **9.** |  | **New items** |
|  | 9.1  9.2  9.3  9.4  9.5  9.6  9.7  9.8  9.9 | CPCS IT licence funding deadline. Already covered.  Support for Ukraine – PAPER G. It was agreed that the best way to support Ukraine is to either send cash or to stick to the formal list of what is needed.  Patient Safety. Nothing to report.  PQS update. Jackie has not had an updated lost but hopes all Contractors submitted their claims  Derby City Sexual health, needle exchange, supervised consumption update. Andrea reported that supply of Meloxalone has been added to the service and confirmed there was additional funding for this. Majority of committee members had signed and returned their contracts, a reminder for all Contractors to claim to be included in the newsletter.  PNA. Last meeting had been cancelled and Jackie has concerns about the robustness of the PNA and will write to Chris McManus to ask for a copy of the draft document.  Panoramic study – PAPER E. Shared for information  Outlook 365 LPC emails. Tania reported that PSNC do not recommend using drop box and as our current email provider is not brilliant, she recommends Officers and employees move across to Outlook 365 which includes a document sharing facility.  Inclisiran. Royal Derby Hospital want Community Pharmacists to administer second doses of Inclisiran, patients have been mapped using their postcodes and Contractors local to them will be invited to submit expressions of interest for the service. |
| **10.** |  | **Service Delivery** |
|  |  | Jackie shared the following national data for interest  DMS, NHS CPCS (111, GP and pilots for ED/UTC), NMS, NHS Blood Pressure Checks Service, Smoking Cessation from Secondary Care, 11 contractors have signed up. |
| **11.** |  | **JUCD IPMO** |
|  | 11.1  11.2  11.3  11.4 | Safety and quality. No meeting since October  Effective Interventions. Tania will be taking Jackie’s place on this group. Anna Braithwaite is leaving her role of Chief Pharmacist at DCHU and Kate Needham is her replacement.  Workforce. Jackie to share Gail Halls video.  Medicines Value. Last met in January. |
| **12.** |  | **GP Referral to CPCS** |
|  |  | Chris updated the meeting on progress with this project outlining that one size does not fit all and that she has categorised the practices she is working with to enable her to prioritise her workload. There are now 33 practices live with 1500 referrals. The focus of the newly recruited PCC staff will be on GP engagement and Chris and Sibby will continue their support of both GP’s and Community Pharmacists. An event to share best practice is being planned. If anyone has any problems with CPCS please let either Chris or Sibby know. |
| **13.** |  | **Extended Care service update and agree next steps** |
|  | 13.1  13.2  13.3 | There has been resistance to the reintroduction of this scheme because of antimicrobial concerns. Both the SLA and PGD have been extended to the end of May, if a pharmacist from an existing provider of the service leaves, then their replacement can be trained and continue provision but no new contractors can sign up. It has been agreed nationally that for any antibiotic PGD’s patients must be reviewed within seven days (can be reviewed by a staff member).  The Ear service should be returning and refresher training will be available service providers (only three per PCN area).  Some of the additional funding received from the CCG is to be used for clinical training and Lindsey has been liaising with Keel University. After discussion it was agreed that Tania, Lindsey and Katherine would take this training forward. |
| **14.** |  | **COVID and flu vaccination programme update** |
|  | 14.1  14,2  14.3 | The LES sent out to 300 Contractors across the Midlands needs signing and returning quickly if provision is continuing. The PGD will be updated and will follow.  Lindsey asked if the Safeguarding lead at CRH remains on call for contractors as she has been unable to make contact and is not able to complete her check list until this is confirmed, Jackie to chase.  Invoices. Issues remain with Contractors not being paid for invoices submitted, Jackie to take forward. |
| **15** |  | **Updates** |
|  | 15.1  15.2  15.3  15.4 | Glossop pharmacies aligned to JUCD. LPC and CCG continue to support the 7 pharmacies moving across, as a PCN, to Derbyshire in July.  Connected Pharmacy Programme next steps. Derbyshire sessions have finished, consideration being given to maintaining and developing further.  Greener NHS – who is our next Greener Pharmacy of the month? Bal kindly volunteered.  MOL. They have been struggling with recruitment and retention but the merging of the two back-office systems should help with this. Kevin commented that call handlers should check if patients are using ERD, Darryl agreed to raise at the next meeting. |
| **16.** |  | **Jackie and Tania handover update and initial learns between Derbyshire LPC and North Staffs & Stoke LPC** |
|  |  | Tania starts officially on 1st April but has been working alongside Jackie over the past month. She notes that Derbyshire’s approach is more business like with the format of both exec and committee meetings, whereas Staffs are more in line with PSNC, for example the use of Outlook 365. |
| **17.** |  | **Performance reviews update** |
|  | 17.1  17.2 | Election of Officers. The following were proposed and seconded for the forthcoming year.  Chair, Andrea  Vice Chair, David E  Treasurer, Darryl  Audit Committee, Chair, Treasurer, Jackie E & Lindsey  Governance Committee, Kevin, Ben & Matt  Communication subgroup, Lindsey & Jackie E  Employed staff performance review.  Katherine, Jackie and Chris were asked to leave the meeting for this item. |
| **18.** |  | **Treasurer's report and budget for 2022/23** |
|  | 18.1  18.2  18.3  18.4  18.5 | Darryl reported that despite having four levy holidays the main bank balance had only reduced slightly. Therefore, the audit committee had met briefly before lunch and agreed a further two levy holidays to be processed in May and June.  As we are returning to face-to-face meetings it is anticipated that costs will increase in the next financial year.  As we are approaching the end of the financial year Darryl asked for all expense claims to be submitted asap.  The additional funding received by the LPC is a significant amount and has already been discussed.  Darryl and Jackie E attended the recent PSNC Treasurers meeting which outlined the new end of year reporting, which Katherine will populate initially. |
| **19.** |  | **Reports** |
|  | 19.1  19.2  19.3  19.4  19.5 | Chair. Nothing further to add.  Governance. Kevin will review the constitution and updated DOI’s and code of conducts will need completing.  Communication. ARCH’s annual contract was reviewed and the committee agreed to the small monthly increase of £20.00.  Chief Officer. Nothing further to add.  Support Officer. Update shared for information |
| **20.** |  | **Application update.** |
|  |  | Nothing to report. |
| **21.** |  | **AOB.** |
|  | 21.1  21.2  21.3 | AZ COPD event, paper shared for information.  Chris shared the laminated copy of GPCPCS conditions, if any contractors want copies let Chris know.  Kevin raised issues arising around contractors struggling to fulfil blister pack requests. A previous joint LPC and LMC had been issued reiterating that there is a contractual requirement to undertake an assessment not for provision of blister packs, and that the assessment is for the patient not their carers. Jackie to re-issue the statement. Tania to share Staffs information about the council scheme that funds ‘your med’ boxes. |
| **22.** |  | **Summary of Action Points** |
|  |  | Katherine provided a summary |
| **23.** |  | **Date of next meeting: Tuesday 17th May 2022 Holiday Inn, South Normanton. Exec: Continue to meet fortnightly via teams.** |

Signed…………………………………………………… Dated……………