**MINUTES OF THE DERBYSHIRE LPC MEETING**

**held on**

**Tuesday 19th July 2022**

**Holiday Inn, South Normanton**

|  |  |  |  |
| --- | --- | --- | --- |
| **MEMBER** | **CATEGORY** | **17.5.22** | **19.7.2022** |
| Andrea Smith, Chair | AIMp |  |  |
| David Evans, Vice Chair | AIMp |  |  |
| Darryl Dethick  Treasurer | AIMp |  |  |
| Peter Cattee | AIMp | A | A |
| Ben Eaton | AIMp |  |  |
| Nitin Lakhani | Independent |  |  |
| Matthew Hind | Independent |  |  |
| Lindsey Fairbrother | Independent |  | A |
| Baldev Bange | Independent |  |  |
| Kevin Kiang | CCA |  | A |
| Jackie Eeles | CCA |  |  |
| Inderpreet Chohan | CCA |  |  |
| David Holmes | CCA |  |  |
| Neelam Sohal | CCA |  | A |
| Katherine Newman (Support Officer) | Officer | A | A |
| Tania Cork Chief Operating 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

|  |  |  |
| --- | --- | --- |
| **1.** |  | **Welcome/Apologies/Introductions/Announcements** |
|  | 1.1  1.2 | Andrea welcomed everyone to the meeting,  Apologies received from PC, LF |
| **2.** |  | **Declaration of Interested (DoI)** |
|  | 2.1 | Last few DoI and next to kin were completed at the meeting |
| **3.** |  | **Approval of minutes from previous meeting** |
|  | 3.1 | Previous minutes approved |
| **4.** |  | **Competition Law (CL)** |
|  | 4.1 | TC and AS informed to committee the importance of abiding by CL. DE signed off May minutes for CL |
| **5.** |  | **Matters arising from previous meeting** |
|  | 5.1 | None arising |
| **6.** |  | **Review of action points (By exception)** |
|  | 6.1 | TC informed the committee of the new lay out for actions to ensure each action was tracked. This is now on MS Teams for all to view |
| **7.** |  | **Reports** |
|  | 7.1  7.2  7.3  7.4  7.5  7.6 | * Finance and Audit   The finance committee met on 6th July and noted that all the accounts were in good order. It was noted that the balance has declined due to levy holidays given to contractors. DD informed the committee that the auditors will be changed this year and we will be using a Nottingham base company (same as Nottingham LPC) to undertake the accounts for the end of the year.  DD and TC informed the committee of the Glossop pharmacies and that the Levy will stay with Greater Manchester for the time being until the transition is fully completed.  DD also discussed the MOL meeting that took place this week. He informed the committee that DD and TC have regular meetings with them now. MOL updated us on a number of issues that had been resolved.   * Governance   No report given this month   * Comms   Arch Communications have been developing some videos to promote services in pharmacy. TC played the video for committee member. JE to feedback to Arch regarding changes.   * Chair   AS discussed her role on the Opioid prescribing group and the Action Planning event due to take soon.  Nothing to add, will to a written report for annual report before AGM.   * Chief Operating Officer   Paper shared for information |
| **8.** | 8.1 | **Patient Safety and CD LIN**  For information only, nothing to report this time.  AS – can we send any of this information to contractors?  TC – some things can be shared on website and newsletter such as world patient safety day (details added to tracker). Drug & Alcohol newsletter should have gone directly to pharmacies, if they haven’t received it, it could be added to the website. |
| **9.** |  | **National and regional updates** |
|  | 9.1  9.2 | ***PSNC Update:***  TC – No update from LF due to annual leave  ***NHSE Update:***  ST joined the meeting virtually to update the committee on NHSE matters.   * CDAO remains the same regards to ICB transformation * CD incidence reporting remain the same * CD destruction – ST or her team will be happy to attend the pharmacy to undertake destructions of stock CDs * Covid 5 to 11yrs sign off visits are virtual, pharmacies need to review the SOPs * Phase 5 will start in Sept 2022 * Portal remains open for new sites to apply * LPC will assist if any geographical gaps found |
| **10.** |  | **RSG** |
|  | 10.1 | AS – all aware that vote to merge was yes, still waiting on PSNC to give guidance on how we are to proceed.  TC – no need for us to merge with any other LPC due to contractor size  TC – we may need a task and finish group or any changes to get the right options for the contractors.  AS – PSNC are now taking over the work for the RSG that is no longer there.  TC – still waiting for the update of what the levy will be  TC – should know more information by September |
| **11.** |  | **PNA** |
|  | 11.1 | TC informed committee to read the whole document and in particular your geographical area and make comments as necessary. |
| **12.** |  | **Funding update and discussion** |
|  | 12.1  12.2  12.3  12.4 | TC informed the committee that we will have £25k LPN funds, we need to put a proposal for Richard Seal, chief regional pharmacist, who will decide. TC mentioned the OA service and this was agreed by the committee. This service would pay pharmacists to support patients with the self-management of OA symptoms.  TC also informed the committee of Staffordshire and Shropshire’s idea for using the money. The work is related to the greener NHS and patient safety agendas around split prescriptions and the carbon footprint that these generate. E.g. When patient has to come to pharmacy 2 or 3 times a month or deliveries 2 or 3 times a month or the cost of paper. Hoping to use the money to put a dataset together, pay pharmacists for filling information in on Pharma Outcomes and Keele University who will analyse the data and write a report, which will hopefully get in lots of publications. Derbyshire LPC agreed that this would be a good idea and happy to think about joining the project.  There was a discussion around the Funding for wellbeing project. TC informed members that we could use a company to deliver Wellbeing awareness training to pharmacy teams across JUDC. TC mentioned that the wellbeing team at NHSE have agreed that the money could be used for this training. TC will start to work with the training company (details supplied by DD) to deliver the training sessions for pharmacy teams.  DD informed the committee that there is still incentive money to be used for contractors. AS divided the members into groups where each would develop ideas to use the funding. Each group fed back their ideas and AS to send to TC. TC to document into a table and share with Exec Board for discussion. |
| **13.** |  | **Pharmacy services** |
|  | 13.1  13.2  13.3  13.4 | **CPCS** – CK gave an update for CPCs. JUDC are steadily increasing the CPCS referrals and the committee thanked CK for her heard work in implementing the service in many GP practices. CK informed the committee that PCC are looking at supporting more practices go forward.  **Extended Care** and **DMS** – TC informed members that no new figures are available yet for these two services. Extended Care, tier 3, ear service with Otigo will be coming out fairly soon. Fairly quick response rate and won’t be commissioned from every pharmacy, will be a number of pharmacies from each PCN. The pharmacies that will be providing it will have to do some training, including face to face, and its looking to go live in September.  Lisa Ruddle from Chesterfield Royal joined the group to discuss DMS. A number of issues were discussed mainly regarding missed data sets and what each stage means.  **Oral Contraception Management Service(OCMS)** – a number of pharmacies have been accepted to deliver this service from Erewash and Derby City South.  **Inclisiran –** it was noted that the injection was sub-cut delivery and that pharmacies may need some refresher training |
| **14.** |  | **Contractor training – NHSE funding** |
|  | 14.1  14,2 | It was agreed that Skin training could be delivered for contractors. TC to chase up with Leo  Clinical skill for pharmacists from Keele was decided to be put on hold due to some training that NHSE are commissioning |
| **15** |  | **IPMO update** |
|  | 15.1 | TC shared a spreadsheet of the main activities and lead SRO with the group. |
| **16.** |  | **Strategy update from individual groups** |
|  | 16.1 | AS informed the committee that we are some notes missing from one of the break-off groups from last meeting – we will spend some time at the next LPC meeting to finalise the strategy. |
| **17.** |  | **Pharmacy Workforce and Faculty** |
|  | 17.1 | TC – there is already an Allied Healthcare Professionals Faculty. As this has been so successful, there is going to be a Pharmacy Faculty and the Midlands are the trail blazers. This is run by HEE The faculty is about involving everybody in the system, e.g. council, other HCP, GPCs, ICS to help with the workforce issues around pharmacy. There will be a website up and running that’s under the HEE banner of pharmacy faculty. The Derbyshire money will sit ICB.  TC informed members that money has to be spent by 31st March 2023. The money is a one-off payment to get the faculty all up and running. TC will speak to Steve Hulme about being part of the faculty group. |
| **18.** |  | **Greener NHSE agenda** |
|  | 18.1 | Members asked for ideas of things to add to the website to support contractors and any activities/changes carried out by contractors to be added on as news. |
| **19.** |  | **CCA questions** |
|  | 19.1 | A CCA member of the committee will report back to the CCA regarding their questions for this quarter |
| **20.** |  | **GPhC update** |
|  | 20.1 | TC – monthly meeting with GPhC inspector. Back to full revalidation now. Main theme at the moment for visits is duty of candour so please make sure people know about it. There are more resources on the GPhC website about this. They are starting telephone assurance calls which take about 30 minutes. |
| **21.** |  | **AGM planning** |
|  | 21.1 | AGM will be on 20th Sept  Pfizer will sponsor and TC is working on an agenda Guest speaker will be Mr Kartsios with a focus on AF |
|  |  | **CLOSED MEETING** |
| **22** |  | **Employee contracts and pay** |
|  | 22.1 | There was a discussion regarding KN re-grading. AS to send out letter to KN |
| **23** |  | **Pharmacy applications** |
|  | 23.1 | Main applications this month was hour changes and a DSP. TC to respond as usual |
| **25** |  | **AOB.** |
|  |  | No AOB |
| **23.** |  | **Summary of Action Points** |
|  |  | DE provided a summary |
| **23.** |  | **Date of next meeting: Tuesday 20th Sept including the AGM**  Morley Hayes hotel  Morley Hayes Main Road,  Morley,  DE76DG  **Exec: Continue to meet fortnightly via teams.** |

These minutes are signed as being a true record of the meeting, subject to any necessary amendments being made, which will, if any, is recorded in the following meeting’s minutes.

Signed: ………………………………………………Position:......CHAIR............. Date:............................

Signed: .................................................................Position:......CEO.................Date:............................

During this meeting, along with these minutes, there was a constant check to ensure no discussions could constitute to breaking competition law.

Signed......................................................position.............................................Date