

SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the Meeting of the Somerset Local Pharmaceutical Committee held via Zoom on Thursday 21st July 2022.

Members present James Nicholas (Chair); Arvinder Sagar (Vice Chair); Shital Patel (Treasurer); Peter Whitaker (PCN Coach Lead); Neil Kyle; Vasileios Alafodimos (AM only)

Officers in Attendance: Yvonne Lamb (Engagement Officer)

Apologies: Ian Colling, Elina Bartasheva, Kyle Hepburn, Fivos Valagiannopoulos

Officer Apologies: Michael Lennox and Mary Pennington

Guests: NONE

Meeting Notes and Next Steps – documented by Yvonne Lamb

1. **CCA Report** – Peter Whitaker
2. **Declarations of Interest** – None
3. **Welcome & Introductions from James Nicholas.**
4. **Agenda to be covered:**

Budget

AGM

PNA

Services update including Hypertension and AF projects and SIDER.

Workforce

GP CPCS

RSG vote outcome

5. **Governance, Budget & Financial Matters.**

- Meeting started with James paying respects to Nigel Woolcombe-Adams, who was Secretary/Chief Officer of the LPC for 25 years, who sadly passed away recently. Donation to be made from the LPC to the appropriate charity of choice and James will attend the funeral when date is known.
- Minutes from May Full Committee approved as accurate.
- Minutes from June Executive Committee approved as accurate.
- Currently we are one CCA member short for committee and have been in dialogue with CCA to resolve.

Finances

Shital updated the committee on the budget, £290k in accounts

- £102,320.35 in Core accounts.
- £188,236.86 for future workstreams and development that are ring-fenced.
- 21/22 end of year accounts were shared and discussion held around how best to explain external income sources. Letter to be given to contractors to accompany the accounts in August to clearly explain the funds and workstreams that money is ring-fenced for to improve clarity for contractors.

- Noted Income levy from PSNC will drop per month once the Lloyds in Bridgwater ceases trading.

Contract Governance and Applications:

- None Received via official channels, however has been noted that Lloyds in Sainsburys in Bridgwater will cease trading on 25th August 2022.
- Planning permission has been granted for Pharmacy at the Monkton Heathfield development (contract awarded in 2021) but as yet no building works have started.

6. PNA update

- PNA has gone out for public consultation and results will be published in summer for final sign off in September. The only issue flagged is there is no Community Pharmacy opened on Sundays in the CLIC PCN locality, but this is not new and will not likely flag up as an area of concern to be rectified presently. James updated the committee on the situation regarding pharmacy provision on Saturdays in Chard following clarification from Lloyds.

7. GPCPCS.

Yvonne updated committee on GPCPCS service to date.

Yvonne and Michael will continue to work with system partners to review and improve the service as ongoing core workload.

8. AGM

- Save the date to go out to contractors via this week's bulletin to highlight the date for the AGM (28th September, 7.30pm-9pm).
- Committee discussed the following areas that could be covered: RSG update, PQS, SIDER deployment, Covid Boosters, Hypertension. To liaise with Michael to refine over coming weeks.
- Discussed accounts and process for AGM invites - liaise with Mary for her expertise.

9. Clinical Lead Position

- Fivos has started this role as Clinical Lead for LPC in April, part funded through the Primary Care resilience fund and digital fund.
- Fivos has been supporting with the Hypertension Service as we look to digitalise the methodology of reporting to surgery's patient's record from Community Pharmacies. SIDER rollout will also be a key pillar and Fivos will attend PAMM meetings.
- Clinical Ops team (Fivos, Michael and Yvonne) have plans to meet with every multiple contractor and independent contractors over the coming months to establish what are the key focus areas for their businesses, so the LPC can support contractors accordingly.
 - Includes focus on improving quality and quantity of services to include GPCPS, Hypertension, and ERD.

10. PCN Leads and Locality:

- One Vacancy for lead in West Mendip Area
- Peter to connect with newer leads to ensure those that have not attended or completed the modules online do so in coming weeks.
- Peter W, Nigel and Robinson and Neil Kyle are lead mentors to other PCN leads.
- Positive feedback and great engagement from leads at Captivating Solutions training interventions, both online and in person.
- Peter attended the West Somerset locality board meeting as a full member and updated the committee on the topics discussed and the membership of that group. As other locality boards take shape we will look to have similar representation.

11. Digital:

- PSNC and National Digital Group have been supporting LPCs with guidance and support in exploring Local Healthcare Record (LHCR) access and integration.
- In Somerset, the LHCR, Sider will be made accessible to community pharmacy as part of a full programme rollout roll out after piloting during 2022 into 2023. The pace of delivery will be agreed with LPC between system and contractors. 24 contractors are involved in early adopter work and LPC to consider options for supporting them through a training event/funding.

12. Hypertension Case Finding, Cohort Management and potentially AF.

- Michael, Yvonne and Fivos will explore the service development opportunities in Somerset.
- 60+ contractors have signed up to deliver the service so far and we are expecting a soft start and ramp up on basic case finding during the summer.
- Yvonne, Michael and Fivos to work up how the hypertension service will work best for pharmacies and practices/PCNs and devise a one-way/best-way pathway as per our GP CPCS approach.
- Will reach out to identify willing pharmacies/practices to trial referrals from practice to pharmacy.
- Michael has been working with the Somerset CVD Group, Swest AHSN and the primary care commissioning/contract team with a view to getting a system adopted roll-out plan in place.

13. Workforce Development.

- Workforce pressures remain at front of mind of LPC for contractors.
- James updated the committee on the work of the Somerset Workforce forum which included:
 1. Funding for Independent Prescribing
 2. Pre-reg Pharmacy Technician training grants from HEE.
 3. New cross sector Foundation Pharmacist placements between Community and Hospital for the 23/24 training year.
 4. Schools pharmacy careers engagement.
 5. Development of new roles.
- Use of Independent prescribing within a community setting was discussed. A next step was discussed to explore how the Swindon/Wilts prescribing extension to minor ailments/emergency supplies works and if this could be reproduced in Somerset.
- As the Somerset CCG formally ends and the ICS formally comes into existence in July, the primary care division of the new system intend to pursue the NHSEI national funded Community Pharmacy Integration Band 8 role. We welcome this and are working with the system to ensure that the most rapid and useful outcome for this role can be realised.

14. RSG

- Contractors voted in favour of the RSG proposals with a 68% turnout and 88% voting in favour.
- Guidance documents for contractors will be released by PSNC in late summer so the committee await this toolkit before proceeding further as there is much to be clarified regarding funding, changes to constitution, and other matters.
- James updated the committee on the proposals that directly impact LPCs as well as key PSNC changes to be aware of.
- The PSNC is expected to reach out to LPCs shortly for support in their transformation work and the committee will take opportunities to influence this work where possible.

15. Officers update

- Mary Pennington (Admin Officer) will be retiring in July but will maintain a small number of weekly hours until our new Officer is recruited and onboarded.

- James and Yvonne updated the committee on the selection of candidates for the Business Admin officer role via Indeed and the interview process. There were several excellent candidates and Philippa Hunt was successful in securing the position. James is currently working through the formal stages of recruitment, with a provisional start date of 5th September.

- Handovers of all admin duties to the other officers has been happening over recent weeks and following Exec approval the LPC purchased a new laptop to support with this work. There will be a chance for further handover work to happen in September as Philippa joins the team.

16. Services

- Yvonne updated the committee around the issues of delayed payments to contractors from Turning Point. This has been further delayed from May but will be resolved shortly.

- NHS Specialist meds service discussion held over monetary value for the service. LPC was asked to approve a continuation of the service, including holding anti-viral stock, for a modest fee for the next year. Contributions to the discussion highlighted the differences in other areas in relation to funding of the service and separation of anti-viral provision. The committee felt that compared to neighbouring areas, the service was underfunded, and anti-viral element should be separated. It was agreed that our officers will explore this further, gather funding information from other areas, and return to dialogue with NHSE about reviewing the service.

Date and Place of Future Meetings – Full Committee Meetings: 2022

Full committee

Wednesday 28th September & AGM via zoom

Thursday 17th November Dillington House

Wednesday 18th January 2022 venue TBC

Exec Meetings

Wednesday 17th August 2022

Wednesday 12 October 2022

Tuesday 13th December 2022 (evening)

Next Steps.

- 1) Peter Whitaker to do CCA Report.**
- 2) Donation to be made to organisations nominated by Nigel Woolcombe-Adams' family once details are available.**
- 3) Shital and Peter to amend the LPC 21/22 accounts to show CCG and Digital money in income line.**
- 4) Shital to draft a letter to contractors to accompany the accounts to acknowledge the external funding etc.**
- 5) Officers to discuss AGM and finalise plans at August Executive meeting.**
- 6) Anne and Yvonne to highlight the AGM in the bulletin.**
- 7) James to share further background about Philippa's experience.**
- 8) Officers and Clinical Lead to continue development of Hypertension service.**

- 9) **SIDER: Officers and Clinical Lead to explore development options for contractors that are early adopters.**
- 10) **Peter to communicate with PCN leads around next steps regarding training development they may have missed. Peter to check-in with leads regarding WhatsApp groups and best practice.**
- 11) **Peter and Yvonne to map together some potential neighbourhood locality leads based on PCN leads.**
- 12) **Michael to explore how prescribing service has been developed in Swindon/Wilts**
- 13) **Michael and Yvonne to revisit funding for the specialist medicines service and separation of core meds service with anti-viral provision.**