

# SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the Meeting of the Somerset Local Pharmaceutical Committee held at Dillington House and via Teams on Wednesday 28<sup>th</sup> September 2022.

**Members present:** James Nicholas (Chair); Arvinder Sagar (Vice Chair); Shital Patel (Treasurer) til 1pm; Peter Whitaker (PCN Coach Lead); Neil Kyle; Vasileios Alafodimos, Fivos Valagiannopoulos, Nicola McKay

**Officers in Attendance:** Michael Lennox (CEO), Yvonne Lamb (Engagement Officer), Philippa Hunt (Admin Officer)

**Apologies:** Ian Colling, Elina Bartasheva, Kyle Hepburn,

**Officer Apologies:** Mary Pennington

**Guests:** James Wood (PSNC)

**Sponsors:** Jade Jackson (Novonordisk) and Ann Watkins (LogixX Pharma)

Meeting Notes and Next Steps – documented by Yvonne Lamb

1. **CCA Report** – Neil Kyle
2. **Declarations of Interest** – None
3. **Welcome & Introductions from James Nicholas**
4. **Gather and check-in session:**

Introduction to new officer and committee colleagues  
Review minutes from previous Exec and Full Committee meetings  
Budget and finances review  
Vice-Chair position fulfilment  
CCA Reporting

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

- Meeting started with James introducing new committee member, Nicola McKay from Boots and Philippa Hunt, new Admin Officer for LPC.
- Minutes from July Full Committee approved as accurate.
- Minutes from August Executive Committee approved as accurate.
- Currently we have vacancy for 1 x AIM rep to be filled soon and vacancy for Vice-Chair as this is Arvi's last meeting before she leaves for her new role in West Midlands.
- Neil proposed Peter Whitaker for Vice-Chair and Shital seconded. All agreed.
- Guest member to attend each Exec.

### **Finances**

Shital updated the committee on the budget, £285k in accounts. The committee is in a good financial position. We currently have a healthy core balance of £109,319.82. To date we have been able to help contractors with the following funding:

- Core fund balance £109,319.82
- Levy income fund balance £10,100
- Winter Access £120k - fund balance £55,620
- CCG Engagement Funding £40k (2021/22) – fund balance is £10,887.61 (used with ongoing work on GPCPCS)
- CCG PCFS £51,400 (2022/23) – fund balance £46,051.25 (used for PCN Lead work)
- CCG Digital £65,000 (2022/23) – fund balance £57,677
- Cardio fund balance £8,600

## 6. TAPR

### PSNC Conference

- James shared update from PSNC Conference with input from Michael with the following notable points:
  - o Negotiations with government – no more revenue for 4<sup>th</sup>/5<sup>th</sup> years.
  - o £100 million extra margin negotiated (approx. £10k per contractor); GPCS and NMS scope to be expanded; new contraceptive supply service to be launched.
  - o NPA commissioned cost of doing business enquiry – government not funding community pharmacy is not enough and will be looked at.
  - o PQS – No new funding for PCN Leaders, these should be funded locally by local systems.
  - o PSNC Levy will be increased from £29,000 – Year 1 by 50% of full amount and Year 2 full amount.
  - o Discussion on how to calculate PSNC uplifted levy to include a new broader set of calculation principles that includes Rx activity and service activity. Estimate: could increase by £15k by end of Year 2. We levy £121k from our current contractor network annually with a PSNC contribution of £29k currently so our 23/24 retained LPC levy would be £121k-£29k-£7.5k = £84.5k, increasing PSNC levy in Year 2 i.e. 24/25 LPC retained levy would be £121k-44k=£77k. Budgeting to new levy investment will be finalised when PSNC send our firmer calculated contribution amount at end of month.
  - o Constitutional LPC second draft changes will be released shortly (Michael will circulate to members and the TAPR working group will examine ahead of bringing to full committee in November).

### RSG.

- 5 key TAPR questions that need to be considered:
  - o Do we match our ICS? Yes.
  - o Advised size 200 contractors. Do we match? No, we have around 100.
  - o Are we being effective and efficient with our finances? Subject to TAPR process review and benchmarking against SWest LPC metrics will be concluded.
  - o Need to consider our committee membership size. Recommendation between 10 and 12, we are 11.
- Options: These will be fully explored as part of the helpful TAPR Programme Toolkit.
  - o Stay as we are, i.e. sovereign body (albeit with a lower operating budget as PSNC support rises by approx. £15k)
  - o Merge formally with another LPC (options depend on intentions of others as well as what we would stand to gain for contractors)
  - o Form a Federation with a selection of LPCs, sharing functions/staff or formally merge structures – need to consider risks to Governance.
- Welcome to James Wood from PSNC for update and advice to assist with decision making. The following points were discussed:
  - o Increased levy figure will be distributed on 29/09

- Use the toolkit provided to score our existing LPC sovereignty.
  - We need to review new model constitution and share with committee when available.
  - New LPC network in place from end of July 2023 ideally – big decisions need to be made in time; behind the scenes may take longer to implement (staff, resources, etc).
  - Vote: 2/3 of the committee need to vote yes for proposal to go through to the contractor vote (CCA will centrally vote).
  - The RSG proposal voted in strongly guides that LPCs should not raise contractor levy.
- Committee discussed approach and any insights/thoughts, using the TAPR toolkit for guidance:
    - Need to approach neighbouring LPCs to look at options available to us
    - Need to explore all working channels
    - Look at budgets carefully with each option
    - Special AGM will be needed; date needs to be set and work done to prepare.
    - A working group consisting of Chair, Vice Chair, Chief Officer and Treasurer will meet to consider options before November committee meeting.
    - Pros/Cons list; viability of all options need to be considered.
    - When was last time we increased our levy to contractors and will we have to increase this in the future?
  - Primary Care Strategic Review:
    - ICS will hold delegated contract functionally from April 2023.
    - Future NHS funding will go into ICB(s) (local systems). As mentioned in the Finance section above we have already received significant contractor support funding by being co-terminus and collaborative with our system footprint, e.g. Money available through ICS for local systems including Community Pharmacies:
      - Digital
      - Services
      - Workforce

It is likely that there will be a reduced will to invest in a non-Somerset co-terminus representative body.

## **7. Presentation from sponsors**

- Jade Jackson from Novonordisk (in person).
- Ann Watkins from LogixX Pharma (online).

## **8. PCN Leads Progress**

- There are currently 12 out of 13 leads in place; still 1 vacancy in West Mendip.
- Nicola McKay to explore options with Ray Wilson regarding West Mendip vacancy.
- Survey Monkey to look out how well the 1 day a month of funding to release PCN Leads to engage with their localities/surgeries is going; looking to pick up where leads are not being used effectively.

## **9. Workforce Development**

- Workforce pressures remain.
- By working collaboratively with our system and the wider pharmacy sectorial network, community pharmacy is being better supported to increase locally available workforce. The voice and needs of community pharmacy are being heard loud and clear, and actioned upon.
- Pre-reg hospital/community placements will increase total Somerset based registrants, we are also driving a programme of rapid independent prescriber ramp-ups.

## **10. ICS Stakeholders: Involvement/Influence/Integration**

- LPC senior officer and executive representatives continue to have meaningful involvement at all levels of the IC Board/ICS structures. This is leading to immediate and meaningful involvement in

strategic and tactical decision making, and growing the influence and impact we have for community pharmacy contractor benefits.

### **11. Officers Update**

- Philippa Hunt has started as new Admin Officer. Mary Pennington is still doing a small number of hours each week to assist with a fully planned officer-to-officer handover.

### **12. Service Update**

- Yvonne updated the committee on issues with closure procedures not always being adhered to.
- There are a number of pharmacies who do not seem to be claiming for items such as needle exchange and are missing out on income.
- Yvonne to distribute the following documents:
  - o Closures procedure
  - o GPCPCS Top Tips
  - o GPCPCS Referred backs
  - o GPCPCS Surgery referrals out

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

### Full committee

Thursday 17<sup>th</sup> November, Dillington House

Wednesday 18<sup>th</sup> January 2022 via Zoom

Wednesday 22<sup>nd</sup> March via Zoom

### Exec Meetings

Wednesday 12 October 2022 via Zoom

Tuesday 13<sup>th</sup> December 2022 (evening) via Zoom

Wednesday 22<sup>nd</sup> Feb via Zoom

### **Next Steps.**

- 1) Philippa and Yvonne to get accounts onto website.**
- 2) Neil Kyle to do CCA Report.**
- 3) Michael to share NPA London Economics report to all members (contract and implications for contractors regarding client funding)**
- 4) James and Exec to discuss roles on Exec and who does what going forward**
- 5) Michael to share constitutional changes to members once released**
- 6) Share federation model to committee – look through toolkit and our LPC (must not raise contractor levy)**
- 7) Michael, James, Shital and Peter to leading working group to formulate discussions around LPC options.**
- 8) Pencycle – promote returning and recycling of pens. Yvonne to send to Anne.**
- 9) Survey Monkey for PCN Leads to see who using their time effectively. Philippa/Yvonne/Peter.**
- 10) Nicola to speak to Ray about West Mendip vacancy.**
- 11) Yvonne to send docs out on:**
  - a. Closures**
  - b. GPCPCS Top Tips**
  - c. GPCPCS - Referred backs**
  - d. GPCPCS – Surgery referrals out**
- 12) PQS Support Plan to discuss at Exec by Exec Team.**
- 13) Michael/James to send out comms for each Exec meeting to decide each guest member (Neil Kyle to attend next meeting).**