



CPS Minutes of Full Committee Meeting 12th September 2023

Members present: James Nicholas (Chair), Peter Whitaker (Vice Chair & PCN Coach Lead), Shital Patel (Treasure) Vic Nation, Louise Larby, Mila Nedina. Elin Palmer

Officers in Attendance: Michael Lennox (CEO), Yvonne Lamb (Engagement Officer), Anne Cole (Learning & Development Officer), Cathy Lawless (Administration Officer).

Apologies: Nicola McKay, Charlie Sarbjit Jhooty

1. As a new committee meeting for the first time we took the morning to get to know each other.

We discussed how we want to work together as a committee and agreed to continue with the two monthly meeting cycle for the time being as this has been an effective approach up to now. It was agreed that we will use WhatsApp, email and telephone to communicate as well as the monthly Bulletin.

Further to this the members will email the committee, prior to the meetings, to confirm any points to be raised. Conference calls to be instigated when necessary.

- It was agreed that an acronym dictionary would be useful, CL to work on this with help of YL.
- The CPL affirmed that the members' presence at the meetings is crucial, and that we need members to commit to being there whether it be face to face, zoom or teams.
- The CPL funding income was explained and how the money is currently used.
- The roles of the committee and subcommittee were explained, the Chair leads the committee, the Vice Chair supports the Chair, the Treasurer oversees the finances, governance, budget planning and funding streams etc., with the support of the Officers.
- **Other roles within the committee were discussed as follows.**

Governance - support the Treasurer and holds the chair to account regarding governance (committee member)

Contracts - requests for reviewing contractual changes such as opening hours need to be responded to after the regulations have been checked.

Meds management - this is around a half day commitment each month and is usually done by a committee member.

Workforce - committee member within the workforce.

PCN Leads - committee member who is also a PCN Lead to support all the PCNs.

New Services - validation group, this is coming up in the Autumn. 3 people to approve services and see if they are valid and workable and how we can get the best out of new services in Somerset.

Action: James Nicholas to have further dialog with the committee members and ask if they are willing to take on any of these roles.

2. What we do/ What should we be focusing on as a LPC

The committee discussed the current priorities for community pharmacies and focus areas for the LPC, which included the following:’

- **How do Pharmacies make ends meet with decreasing profits and buying drugs at a loss?**

- **Remuneration - Workforce - New & Existing Services**
 - Renegotiation of locally commissioned services
 - Implement and maximise the national services locally.
 - Prescribing services
 - Platform/pathway/people
 - Quality improvement
 - Maximising delivery
 - PCN Leads - Professionalism and safety when pharmacies are not doing their referrals.

3. Pharmaco Sponsor Session: Trudell Medical

Phil Underwood from Trudell gave a very interesting demonstration of the Asthma freeflow chambers they have available as well as their latest chamber development. It was agreed that it is something we could promote within the pharmacy community. Trudell can issue a pack to pharmacies together with stickers to hand out to patients/consumers.

Action: Yvonne to contact Phil to follow up on the session.

LPC Delivery Core Action Review

4. Review of recent meeting minutes (Committee July, Executive August)

The above minutes have been ratified and will be added to the CPS website in due course.

5. Finance Planning current year budget latest (Shital Patel)

Balance in Account: £226,266.31

Incoming Monies: Contractor Levy £10,100 per month

POT Expenditure:

Winter Access £120K – Balance £55,620

Money now out to all contractors –Total £64, 380

Will await further instructions on use.

CCG PCSF £51,400 (2022/23)- Balance £25097.10

Peter PCN Coach £3,600K

Supported 50% of work of clinical lead from April until role ended in August.

PCN Leads: any additional LPC instigated events beyond the NHSEI a day month coverage (circa £6000 if we do 3 x 0.5 days x 13 in the year)

ICS Locality Board work as emerges in year (circa £7,200 if we have 4 Leads x 6 events x 1 day @£300)

CCG Digital £65K 2022/23 – Balance £42980.00

Supported 50% of work of clinical lead from April until role ended in August.

Supports some of YL work per month (£833 per month).

Rest of digital will be for platforms and licenses etc and potentially more project work as it emerges when we would need additional resources.

Other updates:

Core Balance: £93943.11

6. Independent prescribing - Anne

NHS England Teach and Treat pilot.

Different models for providing designated prescribing practitioner (DPP) support for community pharmacists to train as independent prescribers (IPs) are being explored via the NHS England Teach and Treat pilot. It was agreed that we will pursue a model which will enable the greatest number of existing community pharmacists in Somerset to train as IPs in preparation for new pharmacists joining the GPhC register as prescribers from 2026.

NHS England independent prescribing in community pharmacy pathfinder proof of concept project

This project will explore different models of independent prescribing in community pharmacy. All ICB's in England were successful; Somerset has been awarded four pilot sites to explore community pharmacy IP services for cardiovascular disease (hypertension, lipids optimisation and atrial fibrillation).

ICSystem Leadership and Development matters: discussion and consideration on current key integration stakeholders and live opportunities Somerset Board/ICPartnership/ PC-Commissioning+Contracting/ Clinical Leadership Board

CPS Officers are working alongside CPCL, all the ICB team to navigate the launch of the IP Pathfinding Service. This is a new service and the formalities are still being finalised. Once we are aware of the instructions from the national body CPS Officers, we will brief the committee on further developments and reach out to CPSL's.

Action: Anne to recirculate IP survey and ensure its completed or completed again if circumstances have changed.

7. Priorities

Priorities (Michael Lennox)

Michael presented to the new committee the strategy document of what the Officers are focusing on for their current workload. The new committee will be asked to reflect on the below points and to confirm these priorities are where we should be focusing and developing our time.

- PCNs/Neighbourhoods/Localities: Build capability, relationships, involvement and action
- SDUC GP+111+UTC CPCS/MAS drive on Quantity with Quality then land Common Conditions
- ICS-based investment and innovation: Delegated Contracting and Commissioning , engage CPCLead
- IP Pathfinding: Design, deploy and drive as part of implementation project team
- BP Case Finding Ramp up: Platform, process and pathway integration
- Public Health Services: Reboot for growth and package with Population Health Strategy
- Oral Contraception implementation: Depending on CPCF national agreement
- Secondary Care Services - DMS+Smoking: Get full SFT sites onboard and ramp Quantity + Quality

Pillars

- Deliver for contractors: Move new CPCF at appropriate scale and pace, ensuring better contractor ROI
- Be heard: Influence positive action at ICS/PCNs/Agencies
- Workforce and wellbeing: Recruit, Retrain, Retain and Represent!
- Digital Delivery: Drive core ops/new service pathways, processes and platforms

8. Operations

a) Contractor Review

Discussion session on NHS Somerset system current live issues facing contractors and how we can best support by leading, lobbying and leveraging in system

b) Latest intel on closures and contract transfers (Glastonbury contractor coverage)

Boots in Glastonbury will close on the 14th October 2023, leaving only one pharmacy in the town, Knights Pharmacy. Knights in Glastonbury is going through a change of ownership to Well Pharmacy.

SD Pharmacies in Bridgwater are still waiting for ODS codes which means that they are unable to claim for prescriptions and services.

Action: Yvonne is liaising with the owners to rectify this.

Jhoots Pharmacy are in the final stages of acquiring the Lloyds Pharmacy estate in Williton, Minehead and Highbridge.

c) Digital

National vs local developments i.e. Access Services/IP Pathfinding - Digital IP Pathway solutions could support every pharmacy in Britain. The direction for digital is positive and it we could add more pharmacies to SIDeR (Somerset Integrated Digital e-Record)

d) Somerset Public Health Council contract review update and direction of travel (from latest quarterly review meeting)

Michael and Yvonne have approached the Public Health Commissioning Team to review the fees and methodology of how the contract is commissioned.

Action: Michael and Yvonne to keep the committee updated on developments.

e) CPCS in MIU/UTC

First phase pilot option in Bridgwater progress - the pilot is being done at the Minor Injuries Unit, there is a meeting on the 14th September to discuss the progress.
(CPCS Community Pharmacy Consultation Service)

- Colleagues in General Practice need to be encouraged to use CPCS.
- It was also discussed that 111 are sending emergency prescriptions to pharmacies who are not open all weekend and this has a huge negative impact on the patient/consumer.

9. Review of current services delivery (as per Yvonne distributed reports)

- Waiting for contact in Yeovil regarding DMS, Yvonne has noticed there has been a significant decrease in discharge referrals to community pharmacies and suspect the previous IT issue has arisen and needs clarification from the discharge team at Yeovil.
- Flu sent out- All comms regarding Flu have gone out to all contractors, Any future changes to service spec will be sent to all contractors.
- Common Conditions overlap with Minor Ailments. We are awaiting on the final common conditions PGDS to be landed with US, WE suspect there will be an overlap with our Minor Ailments service, once details of national service is known we will look for opportunities to evolve local PGD offering and we will review requirements for provider company. Accept that there are fewer things in it or think of new things if needed.
- Common conditions - When details on the new common conditions service are known we will amplify messages to ensure contractors are prepared to maximise delivery in the new year.

10 . AGM planning - 17th October 2023 7pm Zoom meeting

Voting papers on accounts have been sent to all contractors. Will follow up in coming days with those that have not responded.

11. AOB

- Mila asked where inhalers can be recycled.

Action: There is no official recycling system for inhalers etc and as such they should be recycled as per the manufacturer or local council guidelines.

- Michael was happy that most people managed to attend the meeting and hopefully next time there will be 2 more CCA's

Action: James to contact CCA and report back at October exec meeting.

12. Diary Dates

Tuesday 17th October Exec Meeting

Tuesday 17th October AGM Zoom Meeting 7pm (please register)

Wednesday 22nd November Full Committee Meeting 9am (Morrisons)

December Exec Meeting date TBC (Evening meeting)

Wednesday 17th January 2024 Full Committee Meeting 9am (Morrisons TBC)

CORPORATE GOVERNANCE AND Community Pharmacy Somerset

The LPC has accepted the following guiding principles for members of the Committee:

Accountability – Members of the LPC are accountable for their decisions and actions to Contractors and the public, and therefore submit to scrutiny.

Openness – Members should be as open as possible about all the decisions and actions they take. They should give reasons for their decisions, and restrict information only for short term tactical reasons, or when the wider public interest clearly demands.

Honesty – Members have a clear duty to declare any private interest relating to their LPC duties and take steps to resolve any conflicts arising.

Leadership – Members should promote and support the above principles by leadership and by example.

Representativeness (Selflessness) – Members must reflect the interests of the Contractors who elected or appointed them to the LPC and must not make decisions in the interests of the general body of Contractors; they must not make decisions to gain financial or other material benefits for themselves, family or friends.

Integrity – Members must put themselves under any obligation that might influence their performance on the LPC, or their ability to reflect the interests of the Contractors who elected, or appointed them, or to make decisions in the interests of the general body of Contractors.

Objectively – In making decisions, and in carrying out the business of the LPC, Members should act within the constitution and make decisions only on merit.

Note

The effect of the principles of Representation and Integrity is that the nominating bodies can mandate the Members to express a view, but cannot bind them in how they vote, or decide on an issue. This means the Members can hear and participate in debate and are free to amend their views in the light of the debate. They will no doubt then reflect to the relevant body why they made the decision they did, recognising their accountability.