



SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the meeting of the Somerset Local Pharmaceutical Committee held at Dillington House on Wednesday 17th May 2023

Members present: James Nicholas (Chair), Peter Whitaker (Vice Chair & PCN Coach Lead), Neil Kyle, Vasileios Alafodimos, Nicola McKay, Kyle Hepburn, Elin Palmer. Attended virtually: Fivos Valagiannopoulos, Louise Larby.

Officers in attendance: Michael Lennox (CEO), Yvonne Lamb (Engagement Officer)

Apologies: Shital Patel (Treasurer), Philippa Hunt (Admin Officer)

Guests: Avon Health Services Team, Laura Picton, Clinical Pharmacist Lead for ICB

Sponsors: Joe Pointin, Daiichi-Sankyo

Meeting notes and next steps documented by Yvonne Lamb

1. Welcome and Introductions from James Nicholas

- James welcomed everyone and briefly talked through the agenda.

2. Declarations of Interest – none

3. Governance, Budget and Financial Matters

- March Full Committee Meeting and April's Exec Meeting minutes were reviewed and ratified. **Action for Philippa to upload minutes onto website asap.**
- Contract Matters: The consolidation of two Pharmacies response to the regional team needs to be finalised and sent, we discussed how would we respond as an LPC and Michael's first draft letter will be amended to reflect LPC position.
- James shared with the committee CCA guidance around local contracts.

FINANCE

In Shital's absence, Peter gave a budget update/review with a view to year end approaching, along with what we want to achieve in 2023/24. A summary of the budget is stated below.

Account Balance £250,793.58

Extra Funds £151,907.25

Core Funding £98,886.33

External Funds Breakdown as below:

- Winter Access Fund – this is for contractors for services £55,620 for new projects.
- CCG PCSF 22/23 – This is likely to fund PCN Lead work along with funding for Clinical Lead role. £38,106.25
- CCG digital pot – £49,545 to fund new licenses and part recompense for Officers time.
- CVD fund – this is pre-pandemic funding. £8,636.
- The Committee agreed that Philippa and Shital to look at various bank accounts to determine if we have the correct bank account for the LPC'S need and brief committee on outcomes at July committee meeting.

4. TAPR / ELECTIONS

As the new constitution has been accepted, we are moving forward as Community Pharmacy Somerset, with plans to change from 1st July in line with the new committee cycle.

Michael and Philippa have completed work and planning around the upcoming elections.

Michael, as Returning Officer, ran through the timeline with the committee. The numbers of each representative should be based on where we were on 31/01/2023 and having gone through the contractors in Somerset, The new committee will be 6 x CCA, 2 x AIM and 3 x Independents. **Action: Michael will be re-contacting the CCA and AIM formally to ask for nominations.**

We have had no Valid applications for Independent Vacancies.

5. **Avon Health Services:** Update from Avon Health services regarding the MAS service and their current commitments to delivering the service for Somerset LPC via their provider company. Michael to go back to Avon to discuss fees, and how will MAS service be provided with the latest 7 common conditions NHS national scheme launching in the winter.

6. STRATEGY

- Michael had provided a copy of the *Community Pharmacy Somerset Strategic Review of 22/23 and Planning for 23/24* PowerPoint in advance of the meeting and talked through the presentation with the committee with 8 priority actions.
 - **Michael to tidy up presentation and get ready for the new committee in July. Committee to feed to Michael any suggested builds.**

7. SPONSOR PRESENTATION

Joe Pointin Daiichi-Sankyo

8. People/Workforce/Development

- Michael and Yvonne gave an extensive update around priorities in 2023/24, continuing pharmacy pressures, services and how value can be added to help community pharmacies survive, particularly around supporting GP services.
- PCN Leads:
 - 3 vacancies (West Mendip and West Somerset and Taunton Tone) Action Peter and Yvonne to try and resolve this.
 - NHS England has funded PCN Leads for the last 12 months agreement is still being discussed on 2023/2024 funding and where it will be held. Regional meeting of LPCS in June and is on the agenda to be discussed.
 - As locality boards/neighbourhoods develop there are opportunities for PCN Leads to be more involved and work together.

9. OPS

- Yvonne gave an Ops update:
 - Number of pharmacies signing up for new services contracts has declined.
 - National Smoking Service will launch 12th June- Action: Yvonne to download latest sign ups and send to Laura Picton.
 - Yvonne to engage all pharmacies to make sure they are ready for new service launch.
 - GPCPCS – Blackbrook has had some IT issues and Yvonne is working with the ICB team to try and resolve.
 - DMS – YDH had some IT issues which has affected productivity – It is now resolved, and Yvonne is working closely with YDH to ensure backlog referrals reach community Pharmacies.

10. CUSTOMER/SERVICE

Public Health Team:

- As per CCA guidance to encourage the Public Health Team to use the NHS Standard Contract for their services – Yvonne to connect with Chris Phillips at the council and Turning Point and give them the preferred contract option.
- NPA – New Chair of NPA will be encouraging all independents to have a more active role/voice in their LPCs and better connect NPA with LPCs.

11. Guest Laura Picton

- Laura updated LPC regarding priorities for close working within ICB team and LPC for the benefits of contractors, delivering services well including Hypertension, Oral contraceptives and National Smoking Services.
- Getting the correct interface for IT connectivity for these services is important.
- IP Pathfinding will be a key focus when launched.
- Optimizing service delivery

12. **AOB** – the committee had no further business and so the meeting was concluded.

DATE AND PLACE OF FUTURE MEETINGS: 2023

Full committee

Wednesday 12th July – face to face@ Dillington House – Philippa to confirm.

Tuesday 12th September – virtual. **Action for Philippa to set up on Zoom.**

Executive Meetings

Tuesday 20th June via Zoom

Wednesday 23rd August via Zoom

NEXT STEPS

- 1) Philippa to add ratified full committee and exec committee minutes to website.
- 2) CCA report- James to do

- 3) Yvonne/Philippa to confirm POC for contractor database.
- 4) Michael to tweak the contract response regarding the consolidation of the two Boots stores in Shepton Mallet and share with Exec prior to submission before deadline.
- 5) Peter to connect with Philippa and Shital regarding Banking Account needs.
- 6) Philippa to follow up with Tim Robinson/Viatrix for further info on Hiprix for an upcoming bulletin.
- 7) Michael to go back to AHS regarding MAS fee increase.
- 8) All committee to feedback any comments on Strategy Focus Workload powerpoint document
- 9) Michael to re-contact CCA/AIM regarding new committee appointments and also working with the 4 independent nominations to check they meet the eligibility criteria.
- 10) Michael to tidy up the strategy presentation ready for the newly formed committee in July.
- 11) Yvonne and Peter to continue to approach the three areas that do not have a PCN lead to get vacancies filled.
- 12) Yvonne to give TP/Council the NHS Standard contract and ask them to use this than local bespoke contract variations.
- 13) Michael to discuss local contract guidance with fellow South West Chief Officers and commissioners.