



## Exec Meeting 10 June 2024

**Exec:** James Nicholas Chair, Peter Whitaker Co-Chair, Mila Burke Treasurer, Shital Patel Vice Chair

**Officers:** Yvonne Lamb Engagement Officer, Cathy Lawless Admin Officer.

**Apologies:** None

- **Introduction** – Welcome and Agenda run through from James.
- **Minutes** – The minutes from the Full Committee Meeting 15<sup>th</sup> May, were discussed and accurate and will be distributed to all members for ratification at the next FCM.
- **National Stakeholder Groups** –
  - NPA Call to action – James Wood CPE has advised *'The 'Day of Action' is an NPA campaign focussed on independents. We are looking at a statement – but what I said at CLOT was in relation to several issues all tied up in the one discussion about tactics and actions the sector could take. On the broader issue of co-ordinated action across the sector, I reminded LPCs on CLOT that competition law applies to pharmacy owners, Community Pharmacy England and LPCs and therefore we would strongly recommend against LPCs being involved in even informal conversations around organising, facilitating, or encouraging a reduction or stop in the provision of NHS services. On the 'Day of Action,' I suggested this is more one for the NPA to engage with members rather than through LPCs – especially as LPCs represent all at a local level and would need to take a steer from their committees, made up appointees from CCA and IPA also. I know NPA plan to inform LPCs about their plans – and that might prompt LPCs to discuss further.'*
  - CCA – No news
  - AIMP – No news
- **Pharmacy First** – Somerset GP surgeries are continuing to refer patients into community pharmacies,



# Community Pharmacy Somerset

- YTD referrals 9489 referrals
- 107 outstanding
- 1613 rejected.
- Thirty accepted but not yet completed.
- 7734 completed.

- **Finance – Treasurers Report**

**Balance in Account: £257,759.31**

**Incoming Monies:**

Contractor Levy £10,100 per month

Sponsor charge £250 per meeting every other month (conditional upon securing sponsor)

**Regular debits:**

CPE - £3,330 pcm

Avon Healthcare - £300 pcm – stopped now

Payroll

**POT Expenditure:**

**Winter Access £120K** – Balance £51,454.75 as of 10/06/24 **“Winter Access pot”**

- Money now out to all contractors –Total £64,380
- Otoscope training - £3546.00 + £619.25

**CCG PCSF £51,400** (2022/23)- Balance £4,638 as of 10/06/24 **“PCSF pot”**

- Peter PCN Coach £3,600K
- PCN Leads: any additional LPC instigated events beyond the NHSEI a day month coverage (circa £6000 if we do 3 x 0.5days x 13 in the year)
- ICS Locality Board work as emerges in year (circa £7,200 if we have 4Leads x6 eventsx1 day @£300)
- Moneys for PCN work come out of this fund, but it will be reimbursed by ICB. Work in progress
- Money due from ICB £3021 + £3487.50



**CCG Digital £65K 2022/23** – Balance £35,483 as of 10/06/24 **“Digital pot”**

- Yvonne £833 a month as 12th of the £10K allocated in fund.
- Rest of this fund will be for platforms and licenses etc and potentially more project work as it emerges when we would need additional resources

**CVD money 2021** – Balance £8,636.20 as of 10/06/24

- This can be used for the IP Pathfinder work

**NEW POT IP training support fund** – balance £65,000 as of 10/06/24

- To be paid to HUC for DPPs' work as per Teach and Treat programme

**Other updates:**

Core Balance: £92,547.36 – CPE levy costs for April and May have not come out yet as new Direct Debit to be set-up,. This will reduce core level by 2 x £3,300. Action – Mila to set up new direct debit and settle invoice for first 3 months of year.

CPCS: £742.00

Expecting PCN Leads moneys from ICB £3021 and £3487.50

Expecting Project management support moneys £27,747.60

Expecting CIPP MOU - Professional, Digital and Clinical Support Fees £20,000

CPE moneys have not been paid. Set up direct debit immediately – in progress, will be done by July meeting

The accountants have everything they need for our 23/24 accounts. Will try to get accounts back by the 19<sup>th</sup> of July which gives us 2 weeks to get them out to contractors and back before the AGM in September.

- **Engagement Officer Updates**

- The application for Norton Fitzwarren granted. Magna Care has been denied, they have appealed.
- Glastonbury hearing next week on the 17<sup>th</sup> June -outcome will be communicated shortly.
- The MAS service has declined in usage- Community Pharmacy Somerset will need to engage with community pharmacies in Somerset to highlight



the remaining MAS services. – A special edition of a bulletin to highlight all services.

- **PCN Leads** – Role focused now:

PMO/CEO/EO(Yvonne) to work with Leads on: -

- Do the existing leads wish to continue?
- PCN's where there are vacancies -Community Pharmacy Somerset to try and recruit leads into these areas

**Action:** Ask Committee members in July for assistance.

- How much money from regional team and how do we claim?
- Will the regional money go to the Lead or contractor

**Action** – Yvonne to investigate how much money is available from the ICB, How Leads claim for the regional money.

- **Pharmacy Services Support Officer role** – Based on a support role for IP Pathfinder. Community Pharmacy Support Officer, 2 days per week, 2-year temporary contract, Band 5, £11,500pa.

**Action** – Yvonne to look through job description and amend. Indeed, closing date 29 June, interview date to be agreed (first week of July?), 3-4 interviewees.

- **Workforce** – Somerset group meets every other month, members from hospital trusts. Run by Michael Lennox and Helen Stapleton, instrumental in Pharmacy Technician Training, IP, and Legacy workforce.

IP Training, HUC supporting, there is currently a waiting list with up to six in a cohort, ML & HS looking for a way to expand this. Plan is for the new Pharmacy Services support Officer to continue with this.

There is an outstanding claim with Turning Point from March which has not been published which means that contractors have not been paid.



**Action** – Yvonne to tell Turning Point if they do not publish the claim on Pharmoutcomes by the end of the week, then on this occasion we will publish it. No specific update on PharmTech placements.

James will continue to work with Michael on whatever we need representation with going forward. James is unable to make the next meeting.

**Action** – Mila will attend the next meeting.

- **Chief Officer emails**

- **CPE Conference** on 25<sup>th</sup> July – **Action** – Yvonne to attend.
- **Impact of election and contacting candidates** – A new government will not impact the SLPC as such, but we may have to wait for any contract changes. Could we get any candidates to visit Pharmacies locally. **Action** – Ashley fox Bridgwater/Burnham, Mila to call them to arrange.
- **PCCC** – This is a group which the Chief Officer should be close to. **Action** – Yvonne and new Chief Officer, Michelle Allen, to be involved with this.
- **Advice Audit** – Has been distributed to all contractors and we await the summary of who has replied from CPE.
- **Glastonbury** – new appeal from current contractor, to be looked at next week.
- **Covid Vaccine** in Autumn - usual routine so no involvement from us.
- **A&E Delivery Board** – This is one of the Boards that ML attended dealing with A&E and 111. Peter suggested that it would be good to stay connected with the Chair but its not something we need to be involved in.

- **Chief Officer Induction**

Michelle Allen is our new Chief Officer joining us on the 1<sup>st</sup> of July. Her induction is being organised. Her email address is [michelle.somersetlpc@gmail.com](mailto:michelle.somersetlpc@gmail.com)

**Action** - James to draft comms to relevant parties such as James Wood at CPE, Jonathon Higman at ICB, Shaun Green, Laura Picton etc. to introduce Michelle.

**Action** – James and Peter to set up Zoom/Teams meeting with Michelle prior to her start date.

- **EHC & Supervised Consumption Services**

The ICB is taking over the EHC PGD and are in discussions with the Council on when transfer will occur, The EHC PGD fee will increase to £14 and the restrictions to not supply for females over 25 years will be lifted.



# Community Pharmacy Somerset

- The supervised consumption service contract is up for renewal, Community Pharmacy Somerset are in dialogue with Turning Point and Somerset Council regarding an uplift in fees for this service.

**Action** – Yvonne to keep us updated.

- **Planning**

- Thursday 11<sup>th</sup> July is now at The Mount Somerset Hotel 9am-4pm. Agenda to include:
  - Update on contract application appeal
  - Budget
  - Chief Officer update
  - What an LPC should be doing
  - AGM Planning
  - CEO brief on Bulletin – make her more visible to contractors.
  - News on flu and covid (service bulletin every 6 months)
  - Membership
- MA/YL/CL to get together re upcoming changes.
  - ✚ Have an agenda that reflects what we do with our time!

- **Meeting dates**

*Full Committee 9am -4pm*

Thursday 11<sup>th</sup> July '24 - The Mount Somerset Hotel

Tuesday 17<sup>th</sup> September '24 - TBC

Wednesday 13<sup>th</sup> November '24 – TBC

*Exec*

Weds 21 August '24 - Zoom evening meeting.

Weds 23 October '24 – Zoom 9.30am-1pm