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THE 108th MEETING OF THE COMMITTEE WAS HELD AT
THE WHITE POST, OLLERTON ROAD, FARNSFIELD, NOTTINGHAMSHIRE, NG22 8HN
ON
THURSDAY 21st JANUARY 2016 AT 9.30AM

Present

In the Chair Rob Severn (RS)

Secretary: Alison Ellis (AE)

Chief Officer: Nick Hunter (NH)

Members: Ketan Chandi (KC), Sunny Dhain (SD), Linda Ferguson (LF), Dave Fernley (DF), Gordon Heeley (GH), Louise Keating (LK), Mary Lee (ML), Dayaram Mistry (DM), Ankish Patel (AP), Vijay Purara (VP), James Sutcliffe (JS)

Attending

- Samantha Travis, Clinical Leadership Advisor, NHS England North Midlands
- Lucy Pitt, Closerstill Media (Pharmacy Show)

Apologies

- Gerald Ellis, Project Manager, Pharmacy Transformation , N&S CCG
- Michelle Peet, Project & Business Change Manager, NHIS
- Mindy Bassi, Assistant Director of Medicines Management, Nottingham City CCG
- Garry Myers, PSNC Regional Rep
- Dr Matthew Boyd, Assistant Professor in Pharmacy Practice, University of Nottingham
- Kevin Smith, SCR Project Manager Arden GEM CSU
- Jon Such (JonS), LPC member
- Ankish Patel, LPC member (pm only – at APC)
- Gordon Heeley, LPC member (am only – at City CCG transfer of care workshop)

1

Governance Items

- a) Declaration of interests – outstanding from Sunny Dhain
AE to send through the documents again to SD to complete and send back
- b) Resignation from Phil Kielthy–Attachment A
PK has written a very nice letter – CCA are aware of resignation and will arrange replacement asap.
- c) Governance Subcommittee update
Needs to be a standard agenda item for future meetings

Strategy plan – Attachment B (NH provided hard copies at the meeting)

	<p>➤ <i>Committee to review the actions / priorities for this month</i></p> <p>Handed the business plan to members and anything that is not covered during the meeting will be raised at the end of the meeting.</p>
<p>2</p>	<p><u>Open discussion regarding frequency and style of meetings</u> <u>Summary of bullet points received from members- Attachment C</u></p> <p>RS outlined the purpose of the discussion - to release resource to enable the LPC to function in the current NHS structure. Not specifically about money saving exercise, but about being more efficient and making best use of the funding and skills we have.</p> <p>There was much debate by members with lots of points raised – for the purpose of the minutes key points are captured below and put in some general themes.</p> <p>➤ Change to when meetings are held</p> <ul style="list-style-type: none"> ○ One full day meeting, then half day with other work being completed or visiting contractors on the other half day. As long as use time when not at meetings to do the work that needs to be completed. ○ Hold Informal meeting every other meeting – voluntary attendance – could be evening meeting ○ If miss a meeting when bi-monthly then miss quite a lot of information <p>➤ How to keep members informed and included</p> <ul style="list-style-type: none"> ○ Need to think about how members keep updated between meetings – suggestion of producing briefing docs and conference calls with an agenda and notes sent through beforehand. ○ Bi monthly and then in between A4 report – one side on what has happened over past month and one side what need to do. This could be followed by a conference call. ○ Contracts – could have subcommittee or circulate by email and document interests, can be included on the briefing sheet. <p>➤ What would be done with the time / resource created</p> <ul style="list-style-type: none"> ○ Needs to be outcome based – if freeing up time what are going to do with this – items that need to be completed, business plans?? ○ Need to attend CCG meetings - attend CCG board meeting rather than Meds Management meetings. ○ Have bigger relationship with Healthwatch and other public groups ○ Need to spend time promoting community pharmacy and relationship building ○ Members need to feed in key contacts <p><u>Proposals / options around working differently</u></p> <p>➤ LK – bi monthly meetings and have conference call / informal meeting in between. Feb & March 2016 full meeting and then have April meeting as first one that miss. On the other meeting date have a briefing paper and then follow up with conference call or meeting for any one that wishes. LK proposed, JS seconded – 6 votes for, 0 against, 5 abstentions</p> <p>➤ Counter proposal – Carry on with monthly meetings Carry on with monthly meetings but miss the August and December meetings as these are not well attended anyway. VP proposed, DM seconded – 4 votes for, 4 against and 3 abstentions.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: Move to bi-monthly meetings with the first meeting to be missed being April 2016. AE to change these on the website, calendar, agenda and also change the bookings with the White Post.</p> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>Action: NH and AE to produce a resource pack and detailed plan by next month for members to use when speaking to commissioners, parish councillors, district councillors, voluntary organisations</p> </div> <p><u>Pharmacy Funding cuts announcement</u></p>

Contractor meeting to explain the funding cuts, explain risks, being positive, explain what LPC and PSNC are going to do. LPF willing to co-host the contractor meeting
Need to ensure work with charities and voluntary organisations plus Healthwatch.
MPs – need to try and get dialogue with them all and also HWB chairs. Joyce Bosnjak has said she will visit a pharmacy – need to do this asap.

Need examples of good news stories from front line – members to send details to NH and AE.

Plan – PSNC are putting together and LPC’s will need to help implement

Informing patients – NPA are creating postcards to sign and send to MPs

Writing to MP’s and ask for meeting with the LPC

Twitter campaign 24 hours in pharmacy – Thursday 24th March 2016 – maybe link with pharmacy staff wearing t-shirt or high vis top with banner to gain customers support.

People / organisations to target

- MPs – will be writing to MPs but waiting for information from PSNC.
- HWB – stakeholder events – table discussions – 6-7 tables (100 people) – there is an event on 23.02.16 – suggested that members attend this to push the voice of pharmacy.

Could have a half day LPC meeting in February – change the date 23.02.16 – then attend the stakeholder event -ML,LK, JS, LF and DF agreed to attend.

Action: LF, DF, ML, LK, JS attending the HWB stakeholder event Securing a Tobacco Free generation - Tuesday 23rd February 2016 1:30-4:30pm at the John Fretwell Sports complex - AE to send through the details to members

Action: NH to contact Cathy Quinn – write paper to be included on the HWB regarding funding cuts.

- Councillors – dependent on influence – do through HWB
- Patients - Wait for NPA postcard – need to have prepared for the contractor event.
- Contractors - Need to give them some information and then invite to the contractor event – label as urgent. Split into groups and discuss actions. Plan event for end of February / beginning of March 2016 – check with Sue Sharpe and Alastair Buxton on their availability to attend and talk.

Action: AE to contact Alastair Buxton and ask for dates that he and Sue Sharpe are available to meet with contractors end of Feb / beg of March and then book venue etc and advertise.

Voluntary sector - try and link with local participation groups:

➤

Age UK

Patient Participation Groups

Self Help Nottinghamshire

Action: NH/RS - create a plan on a page from the above points and discuss at the next LPC meeting. Use report from Garry Myers key messages document.

3

a. Apologies for absence

3) Jon Such -

4) Ankish Patel - pm

2.2 Acceptance of the minutes from 17th December 2015 - Attachment D1

The minutes were agreed as a true and accurate record of the meeting held on 17th December 2015.

No amendments were needed.

2.3 Action points from 17th December 2015 – Attachment D2 and D3

5) Member allocation lists

Send through to members with changes to members due to resignations etc.

Action: AE to go through the member / contractor allocation list and update and then send these out to members with a reminder of what the list is used for.

6) Accountable Care organisations

Not received anything through from members. Reported that have heard nothing at meetings – members reminded that if at CCG meeting that they need to be alert to discussions about GP Federations – probably not agenda discussions, but those before / after the meeting – “corridor conversations”.

7) SCR

Kevin Smith from Arden & Gem CSU was attending the LPC meeting - been commissioned by NHS England to provide the SCR training . AE to liaise with Kevin re dates and venues.

Action: AE to liaise with Kevin Smith from Arden & GEM CSU regarding dates and venues for the SCR implementation training.

8) Provider company

Discussing this with contractors along with the C-Card tender on 26.01.16 – need to organise venue once received replies from contractors – 5 attending at present

Action: AE to send reminder to contractors re the tender process meeting on 26.01.16 and book venue.

9) NIMS

GH is at a 4 hour workshop today 21.01.16 – GH to feedback

10) Training

CRI training is taking place this week - Andy Ambler organised Eczema training session – Thornton Ross are interested in helping with speakers, samples etc . Not organised the date, venue yet. AP still to liaise with pharma companies around supplying samples of creams and also to contact patient support group to see if they have patient who is willing to attend and talk to pharmacists.

Training steering group to be organised and meeting dates arranged

Action: AP/AE to contact sponsor for the eczema training session

Action: AP to contact other pharma companies around supplying samples of emollient creams – have a market stall for pharmacists to try so they are aware what the creams are actually like.

Action: AP to meet / speak with the patient support group and ask if they can help with the training – patient story.

Action: Training steering group to be set up (AE, AP and NH ++) to meet up and discuss the training schedule for 2016 including the 2nd consultation skills session and Dermatology session which we have already started consulting with CPPE about.

11) PSNC leadership academy

RS applied but didn't get on – feedback was that he was too experienced and are planning on offering a more in depth course to LPC members / chairs who applied.

12) Healthwatch

AE and NH to work on mystery shopper exercise and send out to contractors.

Action: NH, RS, AE to meet and discuss how to send through the report from the Mystery Shopper exercise and the recommendations with a covering letter to contractors

13) LPC guide

AP has spoken to ZS – not received docs yet. SD and AE to contact ZS and ask him to send through the document produced so far.

Action: Once received the LPC guide template from ZS need AE, ML, AP to meet and go through final pages before adding to the LPC website etc

14) C&D awards 2016

NH and LK meeting with Gerald next week to finalise entry for the transformation project (Independent Prescribers).

15) NHSBSA payments

NHSBSA – KC to write an article by end of the month – sending out via Mailchimp. There were 44 errors in the latest NHSBSA payment according to PSNC pricing check. Rerun the latest article in newsletter alongside KCs. As far as the LPC is aware contractors who have had checks have all recouped money

Action: Newsletter article regarding NHSBSA payments – KC to write

16) Business cards

Forward to next month.

Action: AE to gather information from members to be included on the business / contact cards

Action: SD to contact Zameer and ask him to send through all the info for the guide and contact cards that he has already completed.

17) HWB representation

NHS England not attending HWB meetings and wondered whether the LPC can attend on behalf – ask Sam Travis who the best person to contact is now Jonathan Ryecroft is leaving.

Action: NH to contact NHS England and offer for the LPC to represent them on the HWB

18) Pharmacy2U

NH sent through the letter explaining the situation regarding Pharmacy2u to LMC – meeting with LMC/LOC/LPC Derbyshire and Nottinghamshire on 04 Feb.16.

2.4 Declarations of Interest for any item on the agenda

19) *If any member has any personal or pecuniary interest whatsoever in any matter, they should declare it or not actively contribute to the discussion unless asked by the rest of the committee to provide factual information to aid their understanding. In either case they should not vote on the item*

3

NHS Contract Matters

Applications summary spreadsheet SYB – nothing received

3.1 New contracts-Routine

Nothing received

3.2 New contracts-Excepted

Nothing received

Contract applications received from other areas

Nothing received

3.3 Litigation

3.3.1 Application offering unforeseen benefits

	<p>By: Morrisons PLC At: Idle Valley Road, Retford, Nottinghamshire DN22 7XD Refused</p> <p>3.3.2 Application offering an identified current need By: GAV Healthcare Ltd At: Nottingham Road, Eastwood, Nottinghamshire Further response – 18.01.16 – no need for anything further from the LPC</p> <p><u>3.4 Decisions</u> nothing received</p> <p><u>3.5. Amendments</u> Nothing received</p> <p><u>3.6. Responses received</u> Application offering unforeseen benefits where the premises are not known By: JHoots Healthcare Ltd At: Seaton House, City Link, Nottingham, NG2 4LA Further response by: 22nd January 2016</p> <p>We have already said quite a lot – comprehensive response previously sent No further response needed</p>	
<p>4</p>	<p>Treasurer’s report – GH 4.1 <u>Finances December 2015 – Attachment E1</u> Adjustment included which the committee have already spoken about at previous meeting – Well Pharmacy invoices. Quite a few meetings have been attended this past month – expenditure £11,770.20 Balance £87,010.86</p> <p>4.2 <u>Cashflow –Attachment E2</u> Still projecting that below budget on expenditure</p> <p>4.3 <u>Budget 2016/17 draft plan</u> Draft costings in February 2016 meeting and then finalise in March 2016</p> <p>4.4 <u>Pensions for employees</u> No update – June is activation date. Compulsory that need to offer but not compulsory for the employee to take. Finance sub-committee need to meet to discuss this in more detail.</p> <table border="1" data-bbox="228 1539 1523 1577"> <tr> <td>Action: GH to organise finance sub-committee meeting before the next LPC meeting</td> </tr> </table>	Action: GH to organise finance sub-committee meeting before the next LPC meeting
Action: GH to organise finance sub-committee meeting before the next LPC meeting		
	<p>Chief Officer / Chair reports 5.1 <u>Joint working across LPCs - join exec meeting 14.01.16 – NH, LK, RS</u> Talked about sharing back office functions – pensions and payroll. If GH was not around then would understand the PAYE info – still have to make payments but the documents side would be done.</p> <p>Joint working – ensure on the same hymn sheet when dealing with issues that arise across Derbyshire & Nottinghamshire. Agreed to have a memorandum of understanding between Derbyshire & Nottinghamshire LPCs. Derbyshire LPC have contracts committee with TOR, feel that this works ok as they only reply re regulations also have a separate finance committee. At the end of the meeting they went through the actions points for the whole meeting so all agreed and they then sent the actions round the week later. Agreed that we should try to do this at future Nottinghamshire LPC meetings.</p>	

Both LPCs agreed that not currently needed to merge but can work together well – especially with the press / media. If the councils merge – devolution of Nottinghamshire and Derbyshire councils then would need to do more work together. Committee agreed with the work and to have more frequent joint meetings.

Derbyshire LPC are attending the meeting in February to hear views of David Pearson on Devolution.

Way forward – Memorandum of understanding between Derbyshire and also Lincolnshire and Leicestershire LPCs. RS to work on this with John Sargeant - first for Derbyshire and then take to Leices / Lincs.

5.2 GPhC report on care homes–

Decision by LPC on direction of work as a result of this report

http://www.pharmacyregulation.org/sites/default/files/pharmacy_and_care_homes_report_by_jo_webber_december_2015.pdf

Discussed previously – is there a member that wishes to lead?? – decided to leave as GH is at event re transfer of care / care homes

5.3 NH and RS attended Derbyshire LPC meeting on 19.01.16 – verbal update

There was quite a lot of discussion in the meeting from members.

Arch reported that paper media is out of date and need to be focusing on radio, social media (Facebook, Twitter).

5.4 Robert Jenrick MP meeting 15.01.15 – RS verbal update

Very successful meeting – had commitment from Robert Jenrick that he would talk to Alastair Burt re Simon Stevens / Keith Ridge letter. No follow up meeting planned yet.

5.5 Meeting with Bassetlaw CCG – NH and DF – Friday 22nd January 2016

RS is not attending – DF attending with NH.

Previous communication with Andrew Beardsall regarding care home service about 1 year ago.

Lisa Bromley had contact with NH re vanguard information – using community pharmacists in gp practices and ask if LPC could help with this.

5.6 C&D Awards 2016 entry update + decision on budget required

Need discussion on who will attend the event.

This was not discussed – forward to February 2016 meeting

5.7 Special meeting of Chairs and Secretaries 20.01.16 to discuss implications of NHS England letter re 6% cutbacks – NH and RS to report

Hub and spoke – must have the spoke (community pharmacy still giving out the medication)

MDS tray – 3 months prescription - then change – have they factored in the waste of medicines.

Timescale – immediate 2 year campaign but then looking at 5 year timeline for overall work.

Key points to raise in “defense”:

- Damage to patients not to business
- Impact of GP and A&E demands and also NHS 111
- Ensure no CCGs interfere with patient choice
- Change regulations to encourage voluntary mergers – there are companies who have pharmacies in place to protect their business

What would stop the government?

- Going beyond safe – is it safe to have a delivery – if courier service used then would be taken to sorting office if patient is not in but pharmacy would deliver the next day and sometimes

it is delivered by the pharmacist on their way home in an emergency. Maybe need examples of the emergency supply scheme and how it has worked.

- Some pharmacies are the only shop in that village – social / community impact

NPA spoke re campaign support

- Need united front
- Argument is around patient care and not the money made in pharmacy – this has changed from 10 years ago. We are there for the patient.
- Independent contractors are business entrepreneurs
- NPA are putting in funds for the campaign – now or never
- Hand written letter from contractors to their mp's – coordinated by LPCs – need to be positive aspects. **Do we want to be involved in this or leave to individual pharmacies??**
- Online petition is still running
- Trying to get another petition and run together so the signatures count towards the new one – could have paper petition on the pharmacy counter and then send off – NH to ask PSNC
- **Members to speak to gp colleagues, patients etc and let them know what it means**
- Postcard petition – give to patients to send off to mp's
- **Webinar on 25.01.16 – feel that need to be involved in this – advertise to contractors**

Luther Pendragon

- Media strategy to educate journalists
- LPCs to have clarity of plans, ask to write to Jeremy Hunt for details, highlight that it is stage 1 of government plan and that should expect further correspondence
- Anna Soubry is small business minister. Need to talk with her too but different stance.
- Already started writing to local mp's who already have relationship with asking for urgent meeting – Garry Myers is willing to attend too.
- Strike action – if called don't think it would be a full strike, counterproductive to what trying to say, create bad feelings,

Department of health had meetings with PSNC - had been told to expect bad news - as well as the multiples (all separately).

Trying to use this to bring pharmacy sector together – positivity is good at the moment- how do we keep this going for the next 2 years locally as an LPC?

Contractors – need to organise a pharmacy workforce event

5.8 Nottinghamshire Dementia Alliance – 28.01.16

AE attending first meeting. Update at the February 2016 meeting.

5.9 Media update – presentation

- Gem 106
Using as a tool for media marketing
Need to use their creativeness as pharmacy do not do this naturally
Catchy catchphrase or jingle
Competition – drives activity to Facebook, website
Derbyshire spent £11,000 over the last year and also officer time resource – and are budgeting £15k for 2016/17.
Agreed with Derbyshire that should work on joint media - advertising eats money and cannot gauge what increase in service use is created from this.
Working collaboratively with Derbyshire, Lincolnshire and Leicestershire – needs to be specific work towards the flu campaign next year – Gem 106 aimed at 24-45 year olds – different patient / customer base.

	<ul style="list-style-type: none"> ➤ Budget – need to discuss this when GH is present ➤ Working with other LPCs – Derbyshire LPC use Arch Communications for media advice / support. Costs £900 / month – Attachment G1, G2, G3, and G4 <p>5.10 <u>Independent Pharmacist project update</u></p> <ul style="list-style-type: none"> ➤ Identify a member to attend stakeholder event on 12.02.16 <p>LK attending Training – ask Sam Travis or Gerald Ellis if can attend to understand training – AP interested. ST has contacted Gerald Ellis and they have said that if AP wishes to attend he can do.</p> <div style="border: 1px solid black; padding: 2px;">Action: LK attending the independent prescribing project stakeholder event on 12.02.16</div> <p>5.11 <u>Learn at Lunch, City Hospital – 9th March 2016 – need volunteer to present</u> NH is unavailable. Presentation already produced and could use, adapt – talk about the extra care that do to keep out of hospital and cuts. NUH have agreed to engage with community pharmacy around discharge and transfer of care</p> <div style="border: 1px solid black; padding: 2px;">Action: RS agreed to talk to the pharmacy staff at City Hospital re Community Pharmacy – 09.03.16</div> <p>5.12 <u>Pharmacy Careers talk, University of Nottingham – 7th December 2016</u> Need volunteer to present – AP agreed to provisionally – review again in November 2016.</p> <p>5.13 <u>LPF – 8 members are RPS members</u></p>
	<p>Sponsor Jas Dol NHS Development Manager, Thornton and Ross Ltd</p> <ul style="list-style-type: none"> ➤ Presentation / talk on the Zero Derma range. Attended late Talked to members over lunch and provided samples of emollients available.
7	<p><u>Open meeting 2pm – 3pm</u></p> <p>Sam Travis, NHS England</p> <ul style="list-style-type: none"> ➤ SCR rollout <p>Commissioned Arden & Gem to deliver the SCR training roll out. Roll out will be in the next 3 months. Most multiples have in house arrangements Procured for everyone else from GEM. 5-6 events over Nottinghamshire & Derbyshire and also some items are available on You Tube. Venues – Standard Court, Derbyshire Hotel, Birch House Relying on LPC members to get events advertised Needs to be one person per pharmacy – one person goes and then goes back and train the rest of the pharmacy staff. Have to do the CPPE learning module which can be done beforehand and then need to self-certificate.</p> <p><u>Flu figures for Sept / Oct</u> 13,600 vaccinations across Derbyshire and Nottinghamshire.</p> <p><u>Leadership training</u> LPN funding a CPPE program – 1 full day – 24th April School of Pharmacy – book on CPPE site. 6 follow up events afterwards – evening and learning groups and then final mop up event explaining learning. 24 places.</p> <p>Primary Care Development Centre (PCDC) – run by Chris Locke (LMC). Set up to offer primary care training – not done anything other than gp training up to yet.</p>

	<p>Single evening event in March 2016. They would like to set up a teleconference on the 8th or 11th February 2016 – talk to 4-5 pharmacists around what needs to be covered in the training. LF, LK (before 3pm) and NH can do 8th Feb and AP also interested. Setting the concept of what is needed – explained pharmacy funding and anxiety and the conversations have with gp's. Need to get the content of the event right</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: AP, NH, LK, LF – teleconference with PCDC on 8th February 2016</p> </div> <p><u>NUH – discharge information</u> Agreed to sending discharge information via PharmOutcomes Spreadsheet to be completed – need help from PharmOutcomes to do this. NUH have given firm commitment to working with community pharmacy.</p> <p><u>Dom MURs</u> It is now live – if authorised last year then will automatically be authorised this time.</p> <p><u>Lucy Pitt, Closer Still Media – Attachment S</u> Attending as observer but also has a questionnaire around the recent cuts in funding – substantial project running and will share results. Other LPCs are putting together a case study so have information when meeting with the CCGs, MP's</p> <p><u>Kevin Smith, SCR Project Manager Arden GEM CSU – Attachment H</u> Given apologies – double booked</p>
<p>8</p>	<p>Tenders and bids / Consultations / Service Opportunities</p> <p>7.1 <u>Integrated Sexual Health Service – Nottingham City and Nottinghamshire County</u> Update</p> <p>7.2 <u>C – Card tender (details to follow) - Attachment I</u> Details and update Use the tender as an example – invited contractors to a meeting on Tuesday 26th January 2016 Attendees- 4 at present. Deadline is 24.01.16. Tender – secondary provider for the provision of condoms.</p>
<p>9</p>	<p>Standing items / Items for discussion</p> <p>8.1 Training update</p> <ul style="list-style-type: none"> ➤ Consultation skills 2nd February 2016 – working with Emma Anderson CPPE. Venue is School of Pharmacy – fully booked with 5 on waiting list. Will do a short talk with contractors at the end of the evening about future events. ➤ Setting up training steering group - What are the 10 most important topics that the LPC need to cover? Steering group for training – LK, AP, AE, VP, JS – organise a date to meet - AE ➤ <u>HSCIC EPS training (live systems) update – dates on website link</u> http://systems.hscic.gov.uk/eps/dispensing/pharmatraining- - Doncaster and Rotherham dates for Bassetlaw contractors <ul style="list-style-type: none"> - Tues 9th Feb 2016 – NexPhase / Pharmacy Manager / Lloyds / Analyst - Tues 16th Feb 2016 – ProScript / ProScript LINK / Rx Web - Weds 20th Jan 2016 – Lloyds / Rx Web - Weds 27th Jan 2016 – NexPhase / Pharmacy Manager - Weds 10th Feb 2016 – ProScript / ProScript LINK / Analyst

- Nottinghamshire dates – need members to attend each session
- Thurs 21st Jan 2016 – ComPass
- Thurs 28th Jan 2016 – NexPhase
- Thurs 4th Feb 2016 – Pharmacy Manager
- Thurs 11th Feb 2016 – ProScript LINK
- Thurs 18th Feb – ProScript
- Thurs 25th Feb – Rx Web / Analyst

Not sent through to multiples by HSCIC / CCA and so not aware of the training.
AE has sent through the dates to contractors.

8.2 Champix PGD for Smokefreelife Nottinghamshire – attachment J1, J2, J3, J4, J5, J6, J7, and J8
PGD – example from pharmacy. Need to organise meeting with Alastair Nixon to discuss the contracts and make sure everything is up to date and agree the PGD.
Good service and payments are an incentive – pharmacy will need to choose how they target patients
NH will read the PGD and send through comments to members asking for any other comments – feed them all back to Alastair Nixon.

Action: NH to send out comments on the Smoking Service PGD to members and organise a meeting with Alastair Nixon to feedback.

8.3 Primary Care Workforce: Next Steps and Opportunities –9th March at 14.00-16.00 at Health Education England East Midlands office, Ruddington NG11 6JS.

➤ Need a volunteer as NH unavailable
RS to attend

8.4 CRI Methadone pilot with PharmOutcomes – LK and ML to update
Nothing to update so far – asking Derbyshire contractors to do the same – trial of the PharmOutcomes report

8.5 LMC / LPC / PH meeting at County Hall – Wednesday 2nd February 2016 10 – 11.30am
➤ NH to attend

8.6 LPC guide
Nothing further

10 Commissioners reports – some of this will be covered under Sam’s report earlier on the agenda

NHS England Area Teams

9.1.1 North Midlands Region

- a) Summary care records roll-out and e-learning update – contacted by HSCIC – *open meeting*
- b) Pharmacy Flu Programme Evaluation – **Attachment K**

9.2.1 SY & Bassetlaw AT
Nothing to report

9.2.2 SY LPCs joint meeting –
Meeting on 08.01.16 - NH
Purpose to discuss and set up contractor event on 03.03.16 around cutbacks – Bassetlaw included.
Sue Sharpe speaking

LPNs

9.3 South Yorkshire and Bassetlaw LPN –

Nothing to report

9.4 Nottinghamshire / Derbyshire LPN –
Nothing to report

Medicines optimisation – cross sector training - GH

Mindy Bassi organised.

There were chief pharmacists and CCG pharmacists present – GH was only community pharmacist. Health Science Network – Rachel Munton – government funded project that helps the transformation of NHS.

Good set up – trying to work out pharmacy sections in medicines optimisation and what role is.

Round table discussions and way forward is several task and finish groups – discharge information

Mindy Bassi will attend the February 2016 LPC meeting to update in more detail.

Hopeful that it will produce some useful information for community pharmacy

Local Authority

9.5 .1 Public Health – Nottinghamshire

Nothing to report – next joint meeting 02 Feb.16

9.5.2 Nottinghamshire County Health and Wellbeing Board

Next board meeting **Wednesday 3rd February 2016 2pm** at Beeston Town Hall, Foster Avenue, Beeston NG9 1AB <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

AE and NH attending. Steve Kell stepped down as vice chair of the Nottinghamshire County HWB. Dr Jeremy Griffiths has replaced him.

- a) NH attended the January meeting on 06.01.16 –Attachment L1

For information

- b) Notts County HWB Stakeholder event Securing a Tobacco Free generation - Tuesday 23rd February 2016 1:30-4:30pm at the John Fretwell Sports complex – Attachment L2
 - Who is attending - RS could attend. LK, JS , LF, ML, DF attending

9.6.1 Public Health – City - – next joint meeting 02 Feb.16

9.6.2 Nottingham City Health and Wellbeing Board

Next board meeting: **Wednesday 27th January 2016 1.30pm** at Loxley House, Station Street, Nottingham <http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?Committeeld=185>

AE attending

9.7. CCG's – (minutes and agendas for board meetings are available at the links below)

9.7.1 Mansfield & Ashfield – KC

- a) Mansfield & Ashfield prescribing sub group –22.01.16 – KC– Attachments M (folder)

Total cost spend – details in presentation – increase in costs from drug companies – they are stating that it is pharmacy rather than stating that it is costs increasing.

M&A have a negative pharmacy perspective.

Waste – 7 day scripts – issues around safety – when given 4 trays then carers have been giving meds from all trays on one day.

New director of primary care – David Hainsworth. Sam Travis asked KC to write down points around the concerns he has with the pharmacy voice being heard in prescribing sub-committee and she will discuss with David Hainsworth when she meets him.

Action: KC to send through some bullet points re concerns about M&A prescribing subcommittee and send to ST at NHS England for her meeting with David Hainsworth, M&A.

Next CCG board meeting: **Thursday 21st January 2016 12.30pm** at Birch House, Mansfield
<http://www.mansfieldandashfieldccg.nhs.uk/index.php/board-meeting-dates>

9.7.2 Nottingham North East CCG – VP

a) Nottingham North East Prescribing committee – VP

Nothing to report.

Next CCG board meeting **15th March 2016 1.30pm – 3.30pm** Gedling Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU <http://www.nottinghamnortheastccg.nhs.uk/index.php/meet-the-board/governing-body-meeting/>

9.7.3 Rushcliffe – JS

a) Rushcliffe Medicines Management meeting – JS

Nothing to report

Next CCG board meeting: **Thursday 21st January 2016 1.30pm** in Clumber Room, Easthorpe House, Loughborough Road, Ruddington, NG11 6LQ <http://www.rushcliffccg.nhs.uk/about-us-governing-body/8-about-us/80-governing-body-meetings>

9.7.4 Nottingham City - DM /GH

a) Primary Care Commissioning Panel – 07.01.16 – AE attended – Attachment N (will be forwarded) Not much to report on for pharmacy, there is a tender for TB testing – single action tender. Need to check that this is a service that can only be provided by gp's – state that need to have access to records. Discuss with NH and update committee if needed.

Next CCG board meeting: **Wednesday 27th January 2016** from 9.30am to 12pm in Board Room, Standard Court, Nottingham

<http://www.nottinghamcity.nhs.uk/about-us-284/meetings-and-papers.html>

AE to attend

9.7.6 Nottingham West CCG – AE / SD

Next CCG board meeting: **Thursday 28^h January 2016 1pm – 3.30pm** at Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB

<http://www.nottinghamwestccg.nhs.uk/index.php/meeting-dates-2016>

AE/ SD to attend

9.7.6 Newark and Sherwood CCG - LK/ML

a) Prescribing workstream – Wednesday 20th January 2016 – verbal update LK

LK attended – only one meds management member there.

John Reynolds asked for contractors who are willing to send through prescriptions with Not Dispensed items (copy prescriptions with crossed out items) to him to show the prescribing work stream that pharmacies do not dispense everything all of the time.

State that patients report pharmacists are ordering everything every month for patients – LK asked for evidence of this.

David Hainsworth is responsible for N&S too so asked LK to send through points to KC.

Need to showcase what we do – even if don't get paid – show the good things that pharmacy do (not dispensed items)

	<p>Next CCG board meeting: Wednesday 9th March 2016 5pm at Everyday Champions Centre, Newark http://www.newarkandsherwood.nhs.uk/about-us/our-governing-body</p> <p>9.7.7 <u>Bassetlaw CCG – DF</u> DF unable to attend the Bassetlaw meetings this month.</p> <p>Next board meeting: Tuesday 9th February 2016, 9am – 11am Collinson Board Room, Retford Hospital http://www.bassetlawccg.nhs.uk/about-us/governing-body/governing-body-meetings</p> <p>9.7.8 <u>Area Prescribing Committee – AP</u> Next meeting – Thursday 21st January 2016 2pm – 4.30pm, Duncan Macmillan House, Conference Room 2 http://www.nottsapc.nhs.uk/index.php/about-the-apc AP sent apologies this month due to work commitments</p> <p>9.8 LMC – Tuesday 26th January 2016 7.30pm – 5 Phoenix Place, Nottingham, NG8 6BA http://www.nottinghamshirelmc.co.uk/about-us/open-meetings/ AE attending</p>
<p>11</p>	<p>Review any items from the strategy plan that have not been covered on the agenda or if members wish more information - Nothing to report</p>
<p>12</p>	<p>Information</p> <p>If members wish any of the items below to be discussed at the LPC meeting then please let the chair know before lunchtime and this will be discussed under AOB.</p> <p>Members are advised that many PSNC communications are now communicated electronically and repeated on the PSNC website. It is recommended that members regularly visit the PSNC website ‘LPC members’ area to access the latest information available on www.psn.org.uk</p> <p>PSNC briefings / newsletters</p> <p>12.1.1 LPC Website Digest - December 2015 12.1.2 PSNC announcement: government delivers financial blow to community pharmacy 12.1.3 NCSO/price concessions December 2015 (further update) 12.1.4 LPC News: Final call for PSNC Leadership Academy applications; PCSE update; Market entry application timescales; Upcoming events 12.1.5 NCSO/ price concessions December 2015 updated 12.1.6 News: RPS Fellowship for PSNC Members; Category M changes; EPS process changes; Updated Specials Guidance; Resources on antimicrobial resistance 12.1.7 PSNC News: New features for Check34 tool; January to-do list; IG toolkit reminder; Our latest resources; Views sought for public health survey 12.1.8 LPC News: Public health survey; Flu fighter nominations; New Statesman pharmacy supplement; Medicines management report; Upcoming healthcare events 12.1.9 NCSO/Price Concessions January 2016 12.1.10 NCSO/Price Concessions January 2016 (update) 12.1.11 News: PSNC demands clarity on NHS England long-term plans; Flu fighter awards; Patient safety survey; DH permits use of antivirals against flu 12.1.12 LPC News Alert: EPS costing study commences</p> <p>11.2 PSNC Events 1) Nothing planned</p>

	<p>11.3 <u>PSNC pricing audit report – May 2015 – Attachment S</u> For information</p> <p>11.4 <u>EPS</u> a) - Deployment – Attachment O1 b) - Update from Michelle Peet January 16 –Attachment O2</p> <p>11.5 Healthwatch Nottinghamshire a) nothing received</p> <p>11.6 CPPE a) <u>Quote for further training – Attachment Q</u> Subcommittee to organise – could approach HEEM. Use for next year – after April 2016. Ask for NHS England funded session.</p> <p>11.7 Pharmacy2U GPhC update –http://www.pharmacyregulation.org/news/update-pharmacy2u</p> <p>11.8 CCA / AIMp Communication / Pharmacy Voice 11.8.1. Pharmacy Voice patient safety survey – Attachment R For information</p>																														
<p>13</p>	<p>Any other business</p> <p>14.1 none</p>																														
<p>14</p>	<p><u>Newsletter stories</u> 15.1 changed format – using template on Mailchimp</p> <p>Newsletter stories from topics discussed during the meeting that need to be added to the next newsletter and volunteers to write the articles</p>																														
<p>15</p>	<p>Details of future meetings - CANCEL THE MEETING DATES EVERY OTHER MONTH All meetings will now have a open meeting section at 2pm – 4pm</p> <table border="0"> <tr> <td>18th February 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>17^h March 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>21st April 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>19th May 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>16th June 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>21st July 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>18^h August 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>15^h September 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>20th October 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> <tr> <td>17th November 2016</td> <td>9.30 am – 5pm</td> <td><i>White Post Farnsfield</i></td> </tr> </table>	18th February 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	17^h March 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	21st April 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	19th May 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	16th June 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	21st July 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	18^h August 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	15^h September 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	20th October 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>	17th November 2016	9.30 am – 5pm	<i>White Post Farnsfield</i>
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Next meeting is on Thursday 18TH February 2016 at The White Post Pub, Farnsfield, NG22 8HN – start time 9.30am.

Minutes agreed as true and accurate record of the LPC meeting held on Thursday 21st January 2016

Signed: original signed by Rob Severn
Rob Severn, Chair, Nottinghamshire LPC

Social updates

a) LPC ball update – 25.06.16

- Subcommittee to be organised and first meeting on Monday 25th January 2016 – LK, AE, Toni Fernley, AP (would like to be given set job to complete).

RS highlighted that the hotel had not been in contact around the booking of rooms and had allocated all bedrooms to another event on the same night. Felt that they had not fulfilled the contract. Managed to get 10 rooms but at a £20 extra cost – felt that needed more rooms than this and would mean changing the date. Need bedrooms available as otherwise would affect ticket sales. Not happy with the service.

Discussed what needed to ask The Belfry for when ringing then back.

- 1) Ask if can have the superior rooms at the original agreed price
- 2) Move date to 18/06/16 so can have more rooms
- 3) Cancel and request money back

Members were not confident that they could sell all of the tickets as lost members with contacts last year. Considered reducing the amount of tickets to 50. Members were still not happy with being accountable for selling all tickets.

It was suggested and discussed that the Pharmacy Ball should be cancelled so as not to lose any more money. The deposit would not be refundable and would be liable for 50% of revenue = £1400. This would involve each member covering the costs by £100 each – this is members money not LPCs.

Proposed by LF and seconded by KC. Majority vote for cancelling the event.

AE to contact the hotel and ask if able to receive deposit back, reduce the amount that LPC is liable for from 50% to 25%, move event and use for contractor event – funding cuts.

Action: All agreed that the Pharmacy Ball should be cancelled

Action: AE to contact the hotel and ask if able to receive deposit back, reduce the amount that are liable for from 50% to 25%, move event and use for contractor event – funding cuts.