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THE 112th MEETING OF THE COMMITTEE WAS HELD AT
THE WHITE POST, OLLERTON ROAD, FARNSFIELD, NOTTINGHAMSHIRE, NG22 8HN
ON
THURSDAY 21ST JULY 2016 AT 9.30AM

Present

In the Chair Rob Severn (RS)
Chief Officer: Nick Hunter (NH)
Secretary: Alison Ellis (AE)

Members: Ketan Chandi (KC), Sunny Dhain (SD), Dave Fernley (DF), Gordon Heeley (GH), Louise Keating (LK), Dayaram Mistry (DM), Vijay Pujara (VP), Guillermo Sierra (GS), Jon Such (JonS) and James Sutcliffe (JS)

Attending

- Sharon Davis Gough, Public Health Nottinghamshire County Council
- Carol Ford, Public Health Nottinghamshire County Council
- Sally Handley, Public Health Nottinghamshire County Council
- Mindy Bassi, Head of Medicines Management, Nottingham City CCG
- Rachel Jenkins, Adult Integrated Care, Nottingham City CCG
- Jay Sansoyer, Adult Integrated Care, Nottingham City CCG
- Michelle Peet, Project Manager, NHIS
- Prema Nirgude, Healthwatch Nottinghamshire
- Jez Alcock, Healthwatch Nottinghamshire

Apologies

- Sarah Abbott, Ashford Medical Services, NHS Mansfield and Ashfield (**coming to September meeting**)
- David Pearson, Corporate Director of Adult Social Care, Nottinghamshire County Council (**Coming to November meeting**)
- Garry Myers, PSNC Regional Representative
- Linda Ferguson, LPC member
- Ankish Patel, LPC member
- Ceri Fowler, LPC member

Observers

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2.1 Apologies for absence

- Linda Ferguson
- Ankish Patel (APC and son unwell)
- Ceri Fowler (new CCA member)

Reminder to members that apologies need to be given in a timely manner

2.2 Acceptance of the minutes from 19th May 2016 - Attachment A1

The minutes were agreed as an accurate record of the LPC meeting on Thursday 19th May 2016 and signed by the chair.

2.3 Action points from 19th May 2016 – Attachment A2

2.3.1 Changes to vice chair

AE has informed PSNC of the changes to the exec team – vice chair - from Louise Keating to Dave Fernley

2.3.2 Declarations

AE to chase up declarations from James Sutcliffe as received all others outstanding during the meeting

2.3.3 Governance Policy

JonS is going to chase Mike King for the draft PSNC version and then the governance sub-committee will review – first items on the governance agenda will be reviewing declaration forms, producing governance policy and reviewing TOR.

Action: JonS to chase up Mike King for the governance policy template and then organise a meeting of the subcommittee. Agenda items will be TOR agreement, governance policy and reviewing members' declaration forms.

2.3.4 Expense policy

Forward to September 2016 LPC meeting

Action: GH/DF to review the Nottinghamshire LPC expense policy against the PSNC policy and then discuss at the September LPC meeting

2.3.5 Memorandum of understanding

RS reported back to Derbyshire LPC that the Nottinghamshire LPC members were happy with the memorandum of understanding.

2.3.6 Minutes

Personal circumstances resulted in the minutes being slightly delayed

2.3.7 LPC guide, business cards, ID badges

Business cards and ID badges have been produced and members have all received them
LPC guide – this is still to be completed – forward to September 2016

Action: AP and AE spend time looking at the LPC guide

2.3.8 Domiciliary MURs

Commissioning delayed due to other pressures from things like the Sustainability and Transformation program, but assurance has been given it will be commissioned again.

Action: NH / AE to work with ST re a launch event for Domiciliary MURs in Autumn 2016

2.3.9 Finance

GH is still reviewing the format of the accounts and whether we need to change to the PSNC format

AE to check with GH around whether the finance summary can be added to the website page

Pension options – this is still ongoing – how much to pay in per month and when the stepping up of payments occurs.

Actions: GH to review the accounts and see if any adaptations are needed and if to change to the accounting format that PSNC use.

Action: AE to add the Finance summary to the finance page on the website and also the slides from the treasurer's session

Action: Finance committee to be sent a document going through the options for pensions and why GH chose the Nest option. Need to agree the amount the LPC are paying into the scheme on behalf of employees whether to just follow legally required stepping or to move at a faster rate.

2.3.10 Employee appraisals

No comments have been received from members

2.3.11 EPS tokens

EPS tokens correct process article was included in the newsletter

2.3.12 Training

Forward actions to September 2016 meeting as AP was not present today

Action: AP to organise the EPS claiming process training session – Liam Stapleton and NHSBSA – ?? 2016

Action: AE to add domiciliary MURs relaunch to the training group agenda

2.3.13 Financial Management for LPCs – 23th November 2016 / 1st December 2016

Felt that this should be attended by a few members to ensure governance

Action: Members to contact AE if they wish to attend and when booking is open AE will book places

2.4 Declarations of Interest for any item on the agenda

- *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*

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Comments from Development day

- **Confirmation of sub groups and what each group are mandated to do – draft TOR and link to the strategy plan sections Attachment 1a (RS to provide) and 1b**
- Governance (Governance)– Jon Such, Dave Fernley, Sunny Dhain, James Sutcliffe
- Finance (Governance) – Linda Ferguson, Gordon Heeley, Dave Fernley, Louise Keating
- Training (Develop and Empower) – Ankish Patel, Alison Ellis, James Sutcliffe, Louise Keating, Dayaram Mistry, Vijay Pujara, Ketan Chandi

Action: AE will facilitate a training group meeting in August

- Media / Communication (Communication) – Gordon Heeley, Nick Hunter, Rob Severn, Ankish Patel, Alison Ellis, Guillermo Sierra.
- Exec committee (Building Alliances) – Dave Fernley, Rob Severn, Gordon Heeley, Nick Hunter,

Alison Ellis

Action: Need to create a document and send to members so they are aware of the groups and discussions

Sub groups to discuss over lunch and then plan in meeting in August - ?? move to the end of August / beginning of September and then can encompass the agenda planning session

Sub groups to look at current strategic aims and objectives and make recommendations as to whether they are still fit for purpose or need changing – including considering the how and when.

CCG prescribing committee meetings

- Identify which CCG's have meetings and frequency
- Agree LPC involvement
- Agree member lead
- Agree key messages / objectives

Sub groups to discuss the aims / objectives for future discussions and their ultimate purpose (Terms of Reference).

Suggestions for future work

- Media / Communication group – discuss Talk about Medicines for next year – budget and staff pool from contractors rather than just being LPC members
- Training – development day for LPC members – Liam Stapleton

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Governance Items

a) Declarations of Interest – outstanding from GH, LK, VP, GS and JS and CF– **Attachment 2**
These have now been collected from members at the meeting – still need from JS and CF.

b) Governance Policy – governance group to make a recommendation (see above under development day feedback)
JonS to send through the policy that the group have worked on today and then to be put onto LPC letter header and circulated to the members of the governance group for agreement.

Action: JonS to forward the policy through to AE for LPC header to be added and then sent round to members of the governance group for agreement.

c) Expense Policy – **Attachment 3**
To be reviewed after attendance at the PSNC finance meeting – September 2016

d) Self-evaluation – (PDF with evidence) – **Attachment 4**
The evidence information has not been added to the self-evaluation document yet – this needs to be completed and then sent round to members for agreement

AE to print off the PDF version with evidence included in comments for agreement and sign off by members at the September LPC meeting.

e) Members skills assessment – **Attachment 5**
No overall gaps in skills at committee level so individual members to incorporate in to their own training needs.

<p>4</p>	<p>Pharmacy funding cuts - Campaign update</p> <ul style="list-style-type: none"> ➤ National and Local update MP attending briefing session on 24.05.16 <p>House of Commons Lillian Greenwood, Graham Allen, Ken Clarke and Robert Jenrick replied to say would attend</p> <p>Lillian Greenwood and Graham Allen arrived together – very positive.</p> <p>Ken Clarke and Robert Jenrick gave apologies as they were attending the debate and</p> <p>NH provided a PSNC update from Garry Myers based on briefing given to Rotherham LPC meeting 14.07.16 – petition did manage to change opinions in No 10. 2.2million signatures on paper petition 21.07.16 is the last day to impose cuts to be actioned in October 2016. Summer recess till September so would not be until January 2017. PWC report – social value of pharmacy is £4b to the economy – so could have repercussions if implement the cuts. Prescription volume growth higher than expected so will be a reduction in fees – August / September so that affects the pharmacies in November 2016 instead of everything in October. May be looking at the cuts as evidence that secondary care is overspending not primary care so need to look at how secondary care is funded. PI’s and generics – going up and higher than the drug tariff price. Need information to be forwarded into PSNC – specific details need to be given so that price concessions can be organised.</p> <p>EPS - Phase 4 is going ahead. This includes NHS England having contracts with the system suppliers including criteria that they will have to meet.</p> <ul style="list-style-type: none"> ➤ <u>Summary of members actions since May 2016</u> Customers who signed cards and sent to the MPs reported that they had received responses back from Vernon Coaker. ➤ <u>Next steps</u> Petitions Action for NH/RS/AE to work on the campaign with mp’s over the summer while in constituencies Talk with MP’s – need to be more positive – what pharmacy can do for the community. Need to wait a couple of weeks – August 2016 – Media /Communications group to discuss RS needs to reply back to Kenneth Clarke
<p>5</p>	<p>NHS Contract Matters Applications summary spreadsheet SYB – nothing received</p> <p><u>4.1 New contracts-Routine</u> 4.1.1 Application for inclusion in the pharmaceutical list offering unforeseen benefits By: Lakshmi Healthcare Ltd At: Vicinity of Health Centre, Candleby Lane, Cotgrave, Nottinghamshire Re-started application - Closing date for response: 15th August 2016</p> <p>Previous LPC response from May 2016 – Attachment B (application still contains the sentence “the proposed pharmacy will be located within Cotgrave”) Response: Add onto the original response – the applicant needs to be more clear in their application re location of pharmacy before this can be discussed properly.</p> <p><u>Contract applications received from other areas</u> Nothing received</p>

4.3 Litigation

Nothing received

4.4 Decisions

4.4.1

4.2 New contracts-Excepted

4.2.1 Application for a No significant change relocation

By: DB Raval Ltd T/A Bingham Pharmacy

From: 5 Eaton Place, Bingham, Nottinghamshire, NG 13 4BD

To: 23 Eaton Place, Bingham, Nottinghamshire, NG13 4BD

4.2.2 Application for inclusion in the pharmaceutical list in respect of a Distance Selling Pharmacy

By: Baljinder Singh

At: Sherbrook Business Centre, Sherbrook Road, Daybrook, NG5 6AT

Not had anything back from PCSE regarding responses and 2nd comments and unaware what is going on with the outstanding contract applications. AE to carry on chasing PCSE and also contact PSNC and let them know of the situation.

AE to Contact PSNC and let them know that there is a problem. Area teams are also chasing this up.

NH to put on the Secretaries forum and ask if others are experiencing the same

AE to keep in contact with PCSE re outstanding contracts applications

4.5. Amendments

4.5.1 Amendment 399 – supplementary hours

By: Mistry Pharmacy

At: Unit 3-4 Top Valley Way, Top Valley Nottingham, NG5 9DD

Please note the change of supplementary hours

From:

Mon - Thu 9am - 6pm

Fri 9am - 7pm

Sat 9am - 5:30pm

Mon - Sat Lunch closed 1-2pm

To:

Mon - Thu 9am - 6pm

Fri 9am - 7pm

Sat 9am - 5pm

Mon - Sat Lunchtime open

4.5.2 Amendment – distance selling pharmacy opening

By: Med One Consortium Ltd T/A Church Walk Pharmacy,

At: 2-6 Mansfield Road, Eastwood, Nottingham, NG16 3AQ.

Opening 11.07.16

Action: AE to update the contractor spreadsheet with the new Church Walk Surgery details

4.5.3 Amendment 401 – supplementary hours

By: Boots Pharmacy

At: 1-3 Commercial Road, Bulwell, Nottingham

Please note the change of supplementary hours from 01.02.16

From: Mon – Sat 8:30am – 17:30pm	To: Mon – Fri 8:30am – 18:30pm Sat - 8:30am – 17:30pm
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4.5.4 Amendment 400 – supplementary hours
 By: Boots Pharmacy
 At: 48 Lowmoor Road, Kirkby in Ashfield, Nottingham

Please note the change of supplementary hours from 01.02.16

From: Mon – Sat 8:30am – 17:30pm	To: Mon – Fri 8:30am – 18:00pm Sat - 8:30am – 17:30pm
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4.5.5 Amendment 395 – supplementary hours
 By: Boots Pharmacy
 At: 205 Nottingham Road, Eastwood, Nottingham

Please note the change of supplementary hours from 01.02.16

From: Mon - Fri 9am - 6pm Sat closed	To: Mon - Fri 8:30am - 6:30pm Sat 9am - 5pm
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4.5.6 Amendment 396 – supplementary hours
 By: Boots Pharmacy
 At: 45 Greens Lane, Kimberley, Nottingham

Please note the change of supplementary hours 01.04.16

From: Mon - Fri 9am - 6pm Sat 9am – 5pm	To: Mon - Fri 8am - 7pm Sat 9am - 5pm
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4.5.7 Amendment 397 – supplementary hours
 By: Boots Pharmacy
 At: Giltbrook retail Park, Kimberley, Nottingham

Please note the change of supplementary hours from 01.02.16

From: Mon - Sat 9am - 9pm, Sun 11am - 5pm	To: Mon - Sat 8am - 8pm, Sun 11am - 5pm
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4.5.8 Amendment 394 – supplementary hours
 By: Boots Pharmacy
 At: 110-116 Nottingham Road, Eastwood, Nottingham

Please note the change of supplementary hours from 01.02.16

From: Sun - Closed	To: Sun 10am – 4pm
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	<p>4.6. Responses received Nothing received</p>
<p>5</p>	<p>Treasurer's report – GH 5.1 Finances May/ June 2016 – Attachment C1 <u>April and May finances</u> Income – contractor levy for both April and May =£35,199.35, Postage payment from NPA for flu campaign last year - £69.71 and interest of £119.79 Total = £35,389.45. Normal expenditure + meetings in London for RS and GH. Total = £50,948.58 In reserve for Well £1,645.00 – invoice for services when members attend meetings rather than GH just paying via bacs when attend so waiting on head office to send through to GH for payment</p> <p><u>June finance</u> Income – contractor levy £17,599.96 + interest £62.64 and returned pension payment £92.20 = £17,754.80. Expenditure – normal meetings and salary costs + lanyards, badges and business cards = £439.85 Also payroll and pension set up costs + monthly charge to do all payslips, tax, NI payments. Total expenditure £8,529.00 Balance - £96,142.96</p> <p>5.2 Cashflow – Attachment C2 Back up to full 6 month reserves End of the year will need to review again and if need a payment holiday discuss again at November 2016 meeting.</p> <p>5.3 Pension provider Why chose NEST</p> <ul style="list-style-type: none"> - recommended by Government as a provider, easy to use with ability to set up multiple arrangements of contribution and free to Employer, provides basic pension which can be taken as annuity, lump sums etc - Investigated with 2 pension advisors one wished to charge £1200 to look at and other (recommended by PSNC) advised for level of “business” it was highly unlikely we would be able to find an open market pension that would be of better value than NEST - Accountant also recommended NEST <p>Liaised with RS, LK and DF during the process</p>
<p>6</p>	<p>Chief Officer / Chair reports 6.1 C&D Awards – Newark & Sherwood CCG finalist in the Clinical Service of the Year – Independent Prescriber pilot. Unfortunately, the project did not win – winner was a Warfarin clinic by independent pharmacy and also Sheffield LPC which was a similar service but they cover every pharmacy in Sheffield. Change of venue was very good</p> <p>6.2 The School of Medicines Optimisation and Pharmacy Yorks & Humber event – Health Education England and CPPE Networking opportunity – they were wishing to obtain information from those present not the other way round. Virtual school – NHS England with support from Academic science. Multidisciplinary event – so included social care, which proved very enlightening and worthwhile in its own right.</p> <p>6.3 Presentation to HWB implementation group 26 May.16 Went well. David Pearson was keen for pharmacy to attend – constructive – gave his team actions around HLP. NH was then invited to the STP development workshop.</p>

6.4 Joint City / County PH meeting with LPC and LMC 24 May.16

Ongoing meetings – every quarter – common issues with gp’s at the meeting.

EHC service needs to be promoted

Stop smoking service - Contract out for tender later this year – keep a check on tender site and AE to send information to members and contractors.

Action: AE / NH check for tender on the website and then send through to members and contractors

6.5 LPC Chairs and secs meeting 08.06.16 (RS)

PCSE representative was present to answer questions

Sue Sharpe – campaign talk – moved on quickly – meeting was before the Brexit

Garry Myers keeps the LPC very informed

Margins – suffering impact of over performance from last year

Introduced the new legal person at PSNC replacing Steve Lutener – Gordon Hockey.

6.6 East Midlands Pharmacy Workforce Forum 21 June.16 – Attachment D

Next meeting Thursday 4th August at 11:30 at PCDC Office – NH attending

Split into workshops / discussions

Tom Gray – Academic

Cathy Quinn – primary care

Sam Travis – LPN

Steve May – Secondary care – 12 pharmacists – losing half to gp practice working

Lots of pharmacy graduates – but only 70% qualifying – all sectors are struggling to have a full workforce.

No support for pre-reg tutors

5 year integrated pharmacy degree

Independent pharmacy has taken on a student for 6 months and they are paid £5000 and also get support as a tutor too.

6.7 LPC Chief Officers Alert: Guidance on managed repeats – Attachment Q

Sheffield have gone ahead with the scheme – 5 practices have signed up. View at the moment is that it is working.

Coventry – impact on pharmacy stock-flow because not aware of the order and only know about it when the prescription arrives.

EPS has caused the issues re not knowing when the prescriptions are going to arrive at pharmacy as depends on the gp practice work load and when they send through rather than when a staff member used to go to the surgery at a certain time and collect them.

Pharmacy Voice audit option – repeat managed schemes – looking at 50 patients over a week and reviewing how order. Suggested a week over August – November

6.8 www.connect2pharma.co.uk

Mark Robinson –

Free resources – NH will send out the emails that he has received – designed for independent contractors – include on newsletter

Action: Newsletter article detailing resources on the website – link to the website

6.9 Raising Awareness of Mental Health in Higher Education – Attachment E

From TaM – AP and NH spoke to many other professionals attending the events

Underdiagnosed mental health – link with dementia friends work

Some of the contractors who are located around the university sites may be interested.

Action: NH will circulate to LPF and LPN.

Action: AE to include article on the newsletter – NH to write article

6.10 LPF

LPC need to be more involved in the LPF to provide support – community pharmacy need to be included more, increase access to resources and joint events.

Supporting the LPF – involve AP doing joint training events – task and finish groups to enable the work to be completed.

Cover Nottinghamshire & Derbyshire representing all pharmacists registered with the RPS. Funding from RPS. We have worked jointly previously – LPC organised the event and then the LPF covered porter and sandwiches.

Chair of the LPF – RS has been approached to consider – RS will look into the workload and decide if this is something that he wishes to take on.

Open meeting 2pm – 3.30pm

David Pearson, Director of Adult Social Care, Nottinghamshire County Council

- Sustainability and Transformation plan – **POSTPONED TO NOVEMBER**

Prema Nirgude, Healthwatch Nottinghamshire

Jez Alcock, Healthwatch Nottinghamshire

- Medicine wastage

Question asked by Healthwatch England and local Healthwatch been tasked with investigating

Medicine wastage –

More complex than just being dispensed medication that have not ordered – process issues with pharmacy, gp surgery and the misconception from patients that they need to order all repeats. With the pressures in pharmacy and surgeries the questions will start to be closed rather than open eg asking if they want the same again? Rather than asking what they wish to have this month?

Pharmacy do not want the waste either – each prescription that is dispensed costs the pharmacy in operational costs. Pharmacies keep an audit trail of what is ordered – 2 to 3 hours per day spent on checking repeat orders.

Patients moving to ordering from pharmacy as surgeries restricted to ordering certain times, written requests etc but pharmacy are accessible all of the opening times.

Issues about valuing the NHS were discussed - Australian model – everyone pays \$2. Feel that if don't need to pay for the item then patients will carry on ordering but if there is a charge then more likely to ask if actually need the medicines. Part of the solution is to get a mind-set change of consumer behaviour - National figure is that 50% medication is not being taken as prescribed.

Healthwatch – what could they feed into national work

- Ask patients if they would be willing to pay a nominal fee for medication ??
- Explanation to patients around the system of repeat ordering

STP projecting in 2020 – £503m – what would waste medicine reduce this by? - £5m to £10m per year across Nottinghamshire (£1m each CCG)???

CCGs are well aware of waste issues and spend a lot of time trying to change – need to change the system and ensure that all parts are working towards the same goal.

NH will connect Healthwatch with the Pharmaceutical Waste group.

Action: Healthwatch to feed into the national work

- **Ask patients if they would be willing to pay a nominal fee for medication ??**
- **Explanation to patients around the system of repeat ordering**

Sharon Davis Gough, Public Health Nottinghamshire County

Carol Ford, Public Health Nottinghamshire County

Sally Handley, Public Health Nottinghamshire County

- EHC service

Looking at activity and if any gaps, increase accessibility

Visited 15 pharmacies – checking how well promoted and accessible and how much the service is used
37% pharmacies who have signed up for the service had 0 activity – 2015/16

Bassetlaw is higher.

Issues / barriers reported by contractors - Paperwork, locums,

Looking at ways of streamlining the service, less paperwork, use PharmOutcomes as well, - wanting to make it easier for pharmacy. Only having to input information once using PharmOutcomes – need signature though from patients.

Publicity

– paper leaflets – need new – sign posting in other areas / venues, students (university, schools and colleges), gp receptionist staff to be made aware – posters in gp surgeries (pharmacies still receive prescriptions for EHC from gp's rather than refer to the service)

Signing up to service

– accreditation??

List of pharmacies

– need to maintain this – every pharmacy has a legal responsibility to signpost.

PharmOutcomes

– at the moment have to input the number from the sheet before can go through system. Some pharmacists like to input straight away

For those that wish paper version – can create a PDF that can be printed

Need the unique identifier to be for the patient and the same for each time they attend pharmacy so can look at patterns and if certain people are vulnerable.

Asked for a few members to be part of a working group – NH / DF / JonS all volunteered

Communication – include on newsletter, website , PharmOutcomes message system,

Mindy Bassi, Medicines Management, Nottingham City CCG,

Rachel Jenkins, Adult Integrated Care, Nottingham City CCG

Jay Sansoyer, Adult Integrated Care, Nottingham City CCG

➤ Community Pharmacy Social Prescribing Proposal – Attachment F1 and F2 and F3

Pilot in Bulwell – social prescribing – started in sept 2015 – 100 social prescriptions since Sept from GPs – 36 not engaged with the service.

Would consider supporting pharmacies in Bulwell.

6 month pilot– October 2016 to March 2017– 10 pharmacies will be involved

Would have training session on identifying the patients and putting together SOPs.

Envisage that during MURs if feel that patient needs more social help – then do social prescription – not expecting to look through all patients and identify need.

Action: Pilot – need to put together a fee plan – review again at the LPC meeting in September 2016

Agreed that information to be sent to pharmacies in CDG1 (Bulwell) about the social prescribing pilot and what is expected from pharmacy. Mindy to send this out.

Go to the steering group with remuneration details – if not the fee asked for then the process needs to be simpler.

Care coordinators will collect referrals from the pharmacies on a regular basis

➤ Vulnerable Adults Pilot Scheme

One pharmacy per CDG – less than 10 referrals received – difficulties and feedback means that the funding will not be given – not worked – highlighted the difficulties with commissioning situation.

Need the patients to be referred in to the scheme. Decided that need to be decommissioned officially on 30.09.16 and then reviewed.

- DOAC alert card – being sent out via NHS England (Sam Travis) – if not been issued one then can download.

Number of queries where patient started on DOAC and not known

Secondary care have not adopted this yet.

All Pharmacies in Nottinghamshire and City will be involved.

Action: Mindy will send through to LPC for uploading to the website

- MOAT scheme

FLO – working through information governance issues.

Some of the solutions need to be worked through with Nitin (Jayson's) and GH (Lloyds)

- IMT Strategy and inclusion of pharmacy

Pharmacy workforce – task and finish group – across pharmacy sector – wish to have LPC and community pharmacy representation.

NH / RS / DF / VP – volunteered to be on the task and finish group

Michele Peet, Project Manager, NHIS - EPS update

114 practices live – 80%. 12 non dispensing practices left.

5 booked in for initial meetings

11 dispensing practices – asked to be left until last – their system does not support EPS.

EMIS – only one surgery with this system.

Usage – 49% - higher than national average

Completed 70% post implementation process

Business impact meetings – this is where pharmacy attend – when go to kick off meetings then let know what pharmacy have fed back. Helpful as less issues when go live – good opportunity to ensure that aware of processes etc and how the pharmacy side of ordering works.

Phase 4 EPS

Every prescription will go up to the spine whether have nominated pharmacy or not.

Pilot – if nomination set then will be the same. If not got a nomination then gp needs to send patient with a token to the pharmacy of their choice.

Significant contingency planning regarding prescription tracker – still relies on the spine being up and running. GP surgeries need to be made aware of when there is an outage then need to produce FP10's.

Because of the changes in gp SOP's and staff levels then this means that there is not enough staff time to be able to go back to manual prescriptions. CCGs are being helpful and providing support to practices when needed.

Smartcard updating – asked if wish to update – goes through to the website

New cards – get from Byron Court and Kings Mill

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Members reports

7.1 nothing else to report

8

Tenders and bids / Consultations / Service Opportunities

8.1 nothing to report

<p>9</p>	<p>Standing items / Items for discussion</p> <p>9.1 Training steering group update</p> <ul style="list-style-type: none"> ➤ ?? meeting <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>AE to organise a meeting before September 2016 meeting</p> </div> <p>9.2 <u>NUH Talk about Medicine training event – feedback – Attachment G</u></p> <p>Good event Paediatric training</p> <p>Once discussed in media / comms group then bring back to the September 2016 LPC meeting</p> <p>9.3 <u>Media work across SYB</u></p> <p>Met with Kirsten who works with Weldricks. Good work but diluted across the whole of SYB – different services and working practices Work with each LPC separately under a block contract with SYB Media / Comms sub group to discuss flu press release.</p> <p>9.4 <u>2016/17 Flu season – LPC support / actions</u></p> <p>When write to MP's include flu campaign messages and add in invite to have vaccination at pharmacy and have media presence there. Materials – West Yorkshire produced materials but was poor uptake. Use the same posters as last year – spare copies in storage at the office</p> <p>9.5 <u>Pharmacy careers talk</u></p> <p>The provisional date for this is Wednesday 2nd November, with pharmacist talks between 11am and 1pm (probably 4 different speakers over the 2 hours). NH and RS cannot attend.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>AE to send via email and ask for volunteers to speak - SD (employee and IP) and maybe David Evans (independent)</p> </div> <p>9.6 <u>AGM – 15th September 2016 – format, venue and time</u></p> <p>Venue – golf course <u>Speakers</u> – invite Garry Myers to update on funding cuts Claire Ward – Pharmacy Voice Sam Travis – NHS England Open Q&A session Time – 7pm start</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: AE to book the bar to be open, buffet and drinks, room etc on 15.09.16</p> </div>
<p>11</p>	<p>Commissioners reports</p> <p><u>NHS England Area Teams</u></p> <p>10.1.1 <u>North Midlands Region</u></p> <ul style="list-style-type: none"> ➤ GP Pharmacy Transformation Programme Update and Q4 / Q5 report – Attachment H1 and H2 ➤ <u>Seasonal Flu Planning meeting 5th July 2016 – member report GS</u> <p>No-one from LMC attended Less vaccinations from the year before – weather was better than the year before. Number of children 55% risk patients – target was 75%</p>

Use social media / tv / radio –

Healthcare professionals and carers not getting vaccinated – employees for councils
– good opportunity – contact council departments, carer groups,

10.2.1 SY & Bassetlaw AT

- NHS England SYB Seasonal Flu Planning Meeting 23.05.16 – **Attachment I1, I2 and 18.07.16 – Attachment I3**

DF and NH attended – disbanded the SYB meeting as having the locality meetings.

Wasted £24,000 in over ordering vaccines

Midwives not providing the service – signposting to other providers – need to be in contact with HV and midwifery teams locally – JonS will give contacts for this

- SYB Unplanned and emergency care network – **Attachment J**

AG attended (Rotherham LPC)

Chief officers / execs from CCGs attend.

- Community Pharmacy Assurance Framework (CPAF) Submission Update – **Attachment K**

Members noted.

10.2.2 SY LPCs joint meeting

- 29.06.16 – verbal update

Covered under other agenda items

LPNs

10.3 South Yorkshire and Bassetlaw LPN –

No meeting

10.4 Nottinghamshire / Derbyshire LPN –

Meeting was cancelled

Care homes task and finish group – concerned about waste issues – worse since decommissioned advice service.

Local Authority

10.6 .1 **Public Health – Nottinghamshire**

- CRI contract – NH to update

Not added naloxone into the contract – NH still reviewing and liaising with CRI

10.6.2 **Nottinghamshire County Health and Wellbeing Board**

Nothing to report

Meetings

Board meeting @ County Hall, Loughborough Road, West Bridgford

Wednesday 7th September 2016 2pm

<http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

NH attending

10.6.3 **Public Health – City**

- Nothing to report

10.6.4 Nottingham City Health and Wellbeing Board

- Nothing to report

Meetings

<p>Board meeting @ Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG</p> <p>Wednesday 27th July 2016 - 2pm</p> <p>AE attending</p> <p>Wednesday 28th September 2016 - 2pm</p> <p>http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?Committeeld=185</p> <p>NH / AE attending</p>

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

- Pharmaceutical Waste Management Group (All CCGs) – **Attachment R**

10.7.1 Mansfield & Ashfield – KC

- Meeting with Cathy Quinn – JS / LK / KC – going to pharmacies

Meetings

<p><u>Prescribing sub group</u></p> <p>a) – Friday 24th June 2016 – Attachment L (DF)</p> <p>MAR chart pilot – orchard surgery – nearest pharmacy only being invited</p> <p><u>Next meeting</u></p> <p>b) Friday 22nd July 2016 – Hawthorn House Meeting Room 1 (DF attending)</p> <p>MAR charts service – end of life care for subcutaneous - £5 fee but should be more for the work being done</p> <p><u>Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none"> • Thursday 28th July - 9:00am - 12:00pm. Silverhill, Edwinstowe House 	<p><u>M&A CCG Board meeting</u></p> <p>Thursday 21st July 2016 12.30pm at Birch House, Mansfield</p> <p>Thursday 15th September 2016 12.30pm at Birch House, Mansfield</p> <p>http://www.mansfieldandashfieldccg.nhs.uk/index.php/board-meeting-dates</p>
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- **Thursday 29th September** - 9:00am - 12:00pm. MR 1, 2 & 3, Birch House

<http://www.mansfieldandashfieldccg.nhs.uk/index.php/maaboutus/primary-care-commissioning>

10.7.2 **Nottingham North East CCG – VP**

Meetings

Prescribing sub group

- ??

Primary Care Commissioning meeting

- Thursday 4th August 2016
@ Gedling Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU

<http://www.nottinghamnortheastccg.nhs.uk/our-meetings/primary-care-commissioning-committee/#reveal>

Nottingham North and East CCG Board meeting

Tuesday 19th July 2016 1.30pm – 4pm at
Gedling Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU

Thursday 20th September 2016 1.30pm – 4pm
@ Gedling Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU

<http://www.nottinghamnortheastccg.nhs.uk/index.php/meet-the-board/governing-body-meeting/>

10.7.3 **Rushcliffe – JS**

Meetings

Prescribing sub group

- 20th May
Optimise RX piloting
Stoma care – commissioned through Sta

Next meeting - 7th September 2016

Primary Care Commissioning meeting

- Thursday 20th October 2016 1.30pm
Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham NG11 6LQ

<http://www.rushcliffeccg.nhs.uk/about-us/governing-body-and-meetings/#PCCC>

Rushcliffe CCG Board meeting

Thursday 21st July 2016 at
Clumber Room, Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham, NG11 6LQ

Thursday 15th September 2016 1.30pm – 4pm
@ Clumber Room, Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham, NG11 6LQ

<http://www.rushcliffeccg.nhs.uk/about-us/governing-body-and-meetings/>

10.7.4 **Nottingham City - DM /GH**

Meetings

<p><u>Prescribing sub group</u></p> <ul style="list-style-type: none">• ?? <p><u>Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none">• Thursday 18 August, 1.30pm - 4pm in the Boardroom, 1 Standard Court, Park Row, Nottingham NG1 6GN• Thursday 1 September, 1pm - 3pm in the Boardroom, 1 Standard Court, Park Row, Nottingham NG1 6GN <p>http://www.nottinghamcity.nhs.uk/about-us-284/nottingham-city-ccg/primary-care-commissioning-panel.html</p>	<p><u>Nottingham City CCG Board meeting</u></p> <p>Wednesday 27th July 2016 9.30am – 12.30pm at The Boardroom, 1 Standard Court, Park Row, Nottingham NG1 6GN</p> <p>Wednesday 28th September 2016 9.30am – 12.30pm @ Ground Floor committee room, Loxley House, Station Street, Nottingham, NG2 3NG</p> <p>http://www.nottinghamcity.nhs.uk/about-us-284/meetings-and-papers.html</p>
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10.7.5 Nottingham West CCG – SD

Meetings

<p><u>Prescribing sub group</u></p> <ul style="list-style-type: none">• September SD attending <p><u>Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none">• Thursday 29th September 2016 4pm Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB• http://www.nottinghamwestccg.nhs.uk/index.php/about-us/primary-care-co-commissioning-committee	<p><u>Stapleford CCG Board meeting</u></p> <p>Thursday 28th July 2016 1:00 – 3:30PM Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB</p> <p>SD attending</p> <p>Thursday 25th August 2016 1pm – 3:30pm Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB</p> <p>http://www.nottinghamwestccg.nhs.uk/index.php/meeting-dates-2016</p>
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10.7.6 Newark and Sherwood CCG - LK

- **Medicines Management initiatives – meeting with Cathy Quinn (NH)**

Meetings

<p><u>Prescribing sub group</u></p> <ul style="list-style-type: none">• Wed 17th August 2016	<p><u>Newark & Sherwood CCG Board meeting</u></p> <p>Wednesday 14th September 2016 5pm</p>
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<p>Primary Care Commissioning meeting</p> <ul style="list-style-type: none"> • Thursday 28th July - 9:00am - 12:00pm. Silverhill, Edwinstowe House • Thursday 29th September - 9:00am - 12:00pm. MR 1, 2 & 3, Birch House <p>http://www.newarkandsherwood.nhs.uk/innovationzone/primary-care-co-commissioning</p>	<p>Everyday Champions, Newark</p> <p>http://www.newarkandsherwood.nhs.uk/about-us/our-governing-body</p>
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10.7.7 **Bassetlaw CCG – DF**

Meetings

<p>Prescribing sub group</p> <ul style="list-style-type: none"> • ?? • Not invited - <p>Primary Care Commissioning meeting</p> <ul style="list-style-type: none"> • Friday the 16th of September, 9:30am to 12:00pm, Collinson Boardroom, Retford Hospital, North Road, Retford, DN22 7XF <p>http://www.bassetlawccg.nhs.uk/about-us/primary-care-commissioning</p>	<p>Bassetlaw CCG Board meeting</p> <p>Tuesday 9th August 2016 9am – 11am 9am – 11am Collinson Board Room, Retford Hospital, North Road, Retford, DN22 7XF</p> <p>Tuesday 13th September 2016 9am – 11am Collinson Board Room, Retford Hospital, North Road, Retford, DN22 7XF</p> <p>http://www.newarkandsherwood.nhs.uk/about-us/our-governing-body</p>
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10.8 **Area Prescribing Committee – AP**

Meetings

<p>Thursday 21st July 2016 2pm – 5pm @ Duncan Macmillan House</p> <p>AP attending – report back to September meeting</p> <p>Thursday 15th September 2016 - 2pm – 5pm @ Duncan Macmillan House</p> <p>http://www.nottsapc.nhs.uk/index.php/about-the-apc</p>
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10.9 LMC open meetings

Meetings

<p>Tuesday 26th July 2016 7.30pm – 9.30pm @ 5 Phoenix Place, Nottingham, NG8 6BA</p> <p>Tuesday 27th September 2016 7.30pm – 9.30pm @ 5 Phoenix Place, Nottingham, NG8 6BA</p>
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	<p>AE attending</p> <p>http://www.nottinghamshirelmc.co.uk/about-us/open-meetings/</p>	
<p>11</p>	<p>Strategy plan (plan will have been distributed at the beginning of the meeting – review any items that have not been covered on the agenda) – Attachment M</p> <p>Not many Bassetlaw contractors at arranged contractor meeting but was useful. Nutrition – prescribing less than coeliac and NICE guidance say Eastwood – ongoing – still supporting Comms – need to make sure that pharmacy are able to deliver what LPC are promoting via media – LPC guide – discussed earlier Contract reviews – need to plan interim reviews and not completed the full review properly Self-evaluation – send through to members to review and then agree at September 2016</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: AE to complete and send through to members to review and then agree at September 2016</p> </div>	
<p>12</p>	<p>Information</p> <p>If members wish to discuss any of the items below at the LPC meeting then please let the chair know before lunchtime and this will be discussed under AOB.</p> <p><i>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</i></p> <p>PSNC briefings / newsletters</p> <p>12.1 <u>LPC News Alert: Campaign update</u></p> <p>12.1.1 Contractor Alert: We need your help to determine the social value of community pharmacy 12.1.2 May 2016 Price Concessions and NCSO (update) 12.1.3 Campaign activity on consultation deadline day PSNC responds to DH consultation Help us determine pharmacy's social value Category M reduction 12.1.4 Pharmacy campaign update: MPs briefed as consultation ends 12.1.5 NCSO/Price Concessions May 2016 (Updated) 12.1.6 PSNC News Alert: Government postpones 'hub and spoke' plans 12.1.7 Tomorrow last day for submitting PwC data CPAF screening survey Government postpones 'hub and spoke' Changes to disposal of unwanted medicines 12.1.8 June 2016 Price Concessions and NCSO 12.1.9 NHS fraud checking guidance Meet the aspiring pharmacy leaders Beyond the pharmacy consultation Handy CPN factsheets Pharmacy Show 2016 12.1.10 June 2016 Price Concessions and NCSO (update) 12.1.11 Call for greater role for community pharmacy Sheffield pharmacists reduce GP workload New materials highlight benefits of SCR Be Clear on Cancer 12.1.12 MPs want Government to reconsider pharmacy services Pharmacy minister to step down Newly qualified pharmacist training Health and care review 12.1.13 PSNC podcasts now available; Change management seminar; Antibiotic Guardian campaign; SCR materials; Cycling to support pharmacists 12.1.14 July 2016 Price Concessions and NCSO</p> <p>12.2 <u>PSNC Events</u></p> <p>1) Financial Management for LPCs – 23th November 2016 / 1st December 2016</p>	

	<p>JS wishes to attend 23rd November 2016 session – AE to book when open</p> <p>2) LPC Conference 2016 – 2nd November 2016</p> <p>3) LPC Chairs and Chief Officers Meeting – 1st November 2016 NH / RS</p> <p>4) Change management – 14th September / 20th September NH is attending 20th September</p> <p>12.3 PSNC Prescription checks nothing received</p> <p>12.4 HSCIC</p> <p>a) - Update from Michelle Peet June 16 and July 2016– Attachment N1 and N2 b) - EPS highlight report – Bassetlaw May / June 2016 – Attachment N3 c) - Proposed SCR Event - Sunday 7th August</p> <p>sent out to members prior to the meeting</p> <p>12.5 <u>Healthwatch Nottinghamshire</u> May newsletter – Attachment O1 Spring Newsletter – Attachment O2 For Information</p> <p>12.6 CCA / AIMp Communication / Pharmacy Voice a) Pharmacy voice forward view and consultation response b) Talking Point newsletter – Attachment P For information</p>									
13	<p>Any other business</p> <p>13.1 <u>Complaint from NNE CCG Peoples Council</u> Dr Frances Henman – no more contact received Presenting to People’s Council on 27.09.16 - NH going with Boots Pharmacy rep.</p>									
14	<p><u>Newsletter stories</u></p> <p>14.1 August newsletter – articles to be written by members</p>									
15	<p>Summary of Actions agreed during the meeting</p>									
16	<p>Details of future meetings REVISED DATES – Bi-monthly</p> <table> <tr> <td>15^h September 2016</td> <td>9.30 am – 5pm</td> <td><i>Ramsdale Park Golf Club</i></td> </tr> <tr> <td>15^h September 2016 AGM</td> <td>7pm</td> <td>??</td> </tr> <tr> <td>17th November 2016</td> <td>9.30 am – 5pm</td> <td><i>Ramsdale Park Golf Club</i></td> </tr> </table>	15^h September 2016	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>	15^h September 2016 AGM	7pm	??	17th November 2016	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>
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17th November 2016	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>								

Next meeting is on Thursday 15th September 2016 at Ramsdale Park Golf Club, Calverton

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

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