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	<p style="text-align: center;">THE 119th MEETING OF THE COMMITTEE WAS HELD AT RAMSDALE PARK GOLF CLUB, OXTON ROAD, CALVERTON THURSDAY 21ST SEPTEMBER 2017 AT 9.30AM</p> <p>Present</p> <p>In the Chair: Rob Severn (RS) Chief Officer: Nick Hunter (NH) Secretary: Alison Ellis (AE)</p> <p><u>Members:</u> Ketan Chandi (KC), Lyndon Close (LC), Linda Ferguson (LF), Gordon Heeley (GH), Aalam Kassam (AK), Dayaram Mistry (DM), Ankish Patel (AP), Vijay Pujara (VP), Jon Such (JonS), James Sutcliffe (JS)</p> <p><u>Attending</u></p> <ul style="list-style-type: none">• Garry Myers, PSNC Regional Representative• Mindy Bassi, Nottingham City Meds Management• Nayna Zuzarte, Rushcliffe CCG Meds Management• Patrick Wilson, NUH• Miguel Duran, Solutions4Health• Carrie Fogg, Solutions4Health <p><u>Apologies</u></p> <ul style="list-style-type: none">• Sam Travis, Clinical Advisor, NHS England• Michelle Peet, NHIS• Tracy Lack, Healthwatch Nottingham• Dave Fernley, LPC member• Ceri Fowler, LPC member• Sunny Dhain, LPC member <p><u>Observers</u></p>
	<p>Strategy plan - Attachment 1</p> <ul style="list-style-type: none">➤ Reviewed during the meeting and bring up outstanding items at the end of the meeting so all items are covered.
1	<p>1.1 Apologies for absence</p> <ul style="list-style-type: none">➤ Dave Fernley➤ Ceri Fowler➤ Sunny Dhain <p>Reminder to members that apologies need to be given in a timely manner</p>

1.2 Acceptance of the minutes from 14th July 2017 - Attachment A1

Minutes were agreed and signed as a true and accurate record of the meeting held on Friday 14th July 2017. VP proposed and LC seconded.

1.3 Action points from 14th July 2017 – Attachment A2

1.3.1 Newsletter articles

- Change in addresses to be updated to NHS England – this was included
- Christmas Day opening – need volunteers in Nottingham West otherwise will need to direct – info sent out to Nottingham West Pharmacies only and Manor are covering.
- Blood pressure service in Nottingham North East – expressions of interest to be sent to NHS England – Info was sent out to Nottm North East pharmacies by NHS England directly but VP stated that he had not received this and wasn't sure what area this was covering as not the whole CCG initially.

1.3.2 PSNC newsletters

Some members have sent through the email they wish to use for PSNC newsletters to be sent through – forwarded these to Melinda @ PSNC.

1.3.3 Sub group meetings

Operational plans to be included on the next agenda for sub group meetings

1.3.4 training group

The training group contacted West Yorkshire LPC about how they book contractors on to their training and if can share the program. They still use fax and spreadsheet to collate this information and so Eventbrite is already better.

1.3.5 Treasurer honorarium

GH is to log his time taken doing the accounts

Action: GH logging time taken doing the accounts and ensure pay honorarium

1.3.6 AGM speakers

AE / NH have written to Jignesh Patel and David Evans inviting to attend and speak at the LPC AGM. David Evans is not able to attend

1.3.7 Member review forms

Only received 4-5 through so decided not to publish on the AGM page.

1.4 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*

Governance Items

2.1 Sub groups – (40 mins)

a) Governance update

➤ Declarations for 2017/18 – outstanding from CF and JS - Attachment B

James – change in roles – now director of 7 consortia pharmacies nationally and so needs to change his declaration form and send through.

Ceri – not received any apologies – problem with work load (refit at Victoria Centre). He is the link to the Notts city boots pharmacies so needed on the LPC. CF has spoken to RS about this previously.

Sunny – 6 month secondment from Tesco – working with Nottingham West CCG

CCA members to discuss how they wish to progress as they will have 2 CCA member apologies for the next couple of meetings due to CF and SD commitments.

Action: JS to send through revised declaration form to AE and JonS

Action: CCA members to discuss how they wish to progress as they will have 2 CCA member apologies for the next couple of meetings due to CF and SD commitments.

b) Training update

• HLP update

Last champion training on 19.09.17 – very good training session

Leadership – 26.09.17 – opened up the training to neighbouring LPC contractors

2nd follow up event – 27.09.17 – Notts uni – 16 people booked at the moment.

4 organisations there to promote links with community and pharmacy.

Michelle has issued the first newsletter – had 5-6 queries from this already.

Michelle contracted to November 2017 – sending through monthly reports of who contacted so can analyse.

AP will write up reports from Michelle and Liam

Market place – postponing to February 2018 – contractors are not ready for this yet.

Resits

Can now do this in pharmacies under supervision of the pharmacist – Liam contacting directly

Invoices for non – attendance

Two people have paid for non-attendance but others have not done – do we cash these? Do we chase these?

Members agreed that the LPC should send out a letter stating that the policy has changed and if do not attend then will not be able to attend future training and may impose a cost. Put statistics in the newsletter etc

Agreed to phone the contractors who did not attend and return the cheques to those that have sent through.

• Flu update

Very positive 2nd session – some non-attenders again

➤ Training plan for 2017/18

Generally felt that this year had gone well. Lots of feedback and comments to support this

Evaluation of the training and quotes given – agreed to do this after each session.

Finances – member taking responsibility for the budget and liaise with treasurer

Administration – complicated and changes take up so much time. Spoken to Liam around taking on the administration and booking of these events rather than Eventbrite and the training group along with NH will pursue this.

Talked about getting sponsorship for the year and then use for any events during the year – need to speak to sponsors around this and report back.

Produced and budgeted for next year

HLP market place events

Flu – think there will be enough pharmacists needing training next year to attend – may need to look at online refresher for people who did face to face training this year.

Need to consider the future of services and quality payments when looking at the plans

Training provides feel good factor and also opportunity to have conversations with contractors.

AE / AP to circulate the training notes and future plan to all members

c) Finance update

Most of the outputs covered in finance section of the agenda

d) Media / Communication

Need a new lead while SD is on secondment – GH and LC have agreed to take on this

Comms strategy – LC and GH are working together to produce this after discussions at the recent sub group meeting.

2.2 LPC Self evaluation (PharmOutcomes) (45 min)

Attached is completed evaluation from 2016 – Attachment C

Agreed to postpone completing the evaluation until the new committee is in place – first meeting in May 2018

2.3 Change of LPC meeting date – following doodle poll this is the proposal – 3rd Wednesday of alternate months

Everyone agreed that this is the best day / week to hold the meeting. AE to send out invite electronically from outlook as well as by emailing a list.

2.4 LPC elections – committee size

(number of members when 13, 14 and 15 – contractor calculator)

Currently 14 members - not had any problems with quorate or voting recently

PSNC recommend committee of 13

Need to have a decision today for the elections – contractor numbers cut off is 31.10.17

- Can use other people to do some work – contractors – Emma Anderson for example
- Changed meetings to 2 monthly so this saved money allowing to fund others to be contracted to work for the LPC. LPC meetings cost £3000 a year per member.

243 contractors – 119 CCA, 27 AIMp, 97 Independents – at moment so would mean the following representative split.

13 members – 6 CCA, 1 AIMp, 6 Independents

14 members – 7 CCA, 2 AIMp, 5 Independents

15 members – 7 CCA, 2 AIMp, 6 Independents

Proposals

LC proposed to stay at 14 members and JonS seconded – voted 5 for, 5 against and 1 abstained

KC proposed 13 members and seconded by GH – voted 7 for, 3 against and 1 abstained

RESULT: Agreed 13 member committee for 2018

Action: AE to ask NHS England for the confirmed contractor numbers on 31.10.17 and do the calculations again before sending out nomination requests to CCA , AIMp and Independent contractors in January 2018

3

NHS Contract Matters

Applications summary spreadsheet SYB – nothing received

3.1 New contracts-Routine

Nothing received

3.2 New contracts-Excepted

Nothing received

DAC applications

Nothing received

Contract applications received from other areas

Nothing received

3.3 Litigation

3.3.1 SHA/18731 – application offering unforeseen benefits

By: Lakshmi healthcare Limited

At: Premises within the vicinity of Cotgrave Health Centre, Candleby Lane, Cotgrave

Refused at appeal

Declaration of Interest: RS and AP (Well Pharmacy)

3.4 Decisions

3.4.1 Application for a no significant change relocation:

By: Daleacre Healthcare Ltd T/A Evans Pharmacy

From: 12 Bridge Street, Newark, NG24

To: 33 Kirkgate, Newark, NG24 1AD

Approved

3.4.2 Change of ownership

From: Bestway Panacea healthcare Ltd

To: Bestway National Chemists Ltd

At: 23 Lawrence Avenue, Awsworth, Nottinghamshire, NG16 2SN

Approved

3.4.3 Change of ownership

From: Knights Chemist

To: Norchem Healthcare Limited

At: Unit 4 9 Bestwood Park Drive, Rise Park, Nottingham, NG5 5EJ

Approved

3.4.4 Change of ownership

From: L P Pharmacy

To: L P Pharmacy Ltd

At: Unit 3 Compton Acres Shopping Centre, West Bridgford, NG2 7RS

Approved

3.5. Responses received

3.5.1

3.6 Amendments to the list

3.6.1 Change of ownership

From: Pasab Ltd

To: JHoots healthcare Ltd T/A JHoots Pharmacy

At: 103-105 Hartley Road, Radford, Nottingham, NG7 3AQ
From 01.08.17

3.6.2 Change of ownership

From: Bestway Panacea healthcare Ltd

To: Bestway National Chemists Ltd

At: 2a Church Walk, Eastwood, Nottinghamshire, NG16 3BG

From 01.09.17

3.6.3 Change of hours

By: Brisco's Chemist Ltd

At: 1-3 Kingsway, Kirkby in Ashfield, Nottinghamshire, NG17 7BB

From 13.09.17

Please note the change of both core & supplementary hours

From:		To:	
Core hours	Supplementary	Core hours	Supplementary
hours		hours	
Mon 9am – 6pm	None	Mon 9am – 5pm	None
Tue 9am – 3pm	3pm – 6pm	Tue 9am – 5pm	None
Wed 9am – 3pm	3pm – 6pm	Wed 9am – 5pm	None
Thu 9am – 3pm	3pm – 6pm	Thu 9am – 5pm	None
Fri 9am – 6pm	None	Fri 9am – 5pm	None
Sat 9am – 1pm	None	Sat Closed	None
Sun Closed	None	Sun Closed	None

Total opening hours with effect from 13 September 2017

Mon 9am – 5pm
Tue 9am – 5pm
Wed 9am – 5pm
Thu 9am – 5pm
Fri 9am – 5pm
Sat Closed
Sun Closed

3.6.4 Change of ownership

From: Misterton Medical Services Ltd

To: The Hub Pharmacy Limited

At: Retort House, marsh Lane, Misterton, Doncaster, DN10 4DL

From 24.07.17

3.6.5 Change of ownership

From: Bestway Panacea healthcare Ltd

To: Bestway National Chemists Ltd

At: The Ropewalk, Southwell, Nottinghamshire, NG25 0AL

From 01.10.17

3.6.6 Change of hours

By: WR Evans Healthcare Ltd T/A Manor Pharmacy

At: 18 Westdale Lane, Gedling, Nottinghamshire, NG4 3JA

From 01.10.17

Please note the change of supplementary hours

**From: Mon – Fri 12.30pm – 1.30pm
Sat 9am – 1pm**

**To: Mon – Fri 12.30pm – 1pm
Sat None**

3.6.7 Change of hours

By: Lloyds Pharmacy

At: Sainsburys Store, Nottingham Road, Mansfield, NG18 1BW

From 27.10.17

Please note the change of supplementary hours

From: Sun 10am – 12noon

To: Sun 11am – 12noon & 4pm – 5pm

3.6.8 Change of hours

By: WR Evans Healthcare Ltd T/A Manor Pharmacy

At: 40 derby Road, Stapleford, Nottinghamshire, NG9 7AA

From 01.10.17

Please note the change of core hours

**From: Mon, Tues, Thurs, Fri 9am – 1pm
& 2pm – 6pm
Weds 9am – 1pm & 2pm – 4pm
Sat 9am – 11am**

**To: Mon – Fri 9am – 1pm & 1.30pm –
5.30pm**

3.6.9 Change of hours

By: WR Evans Healthcare Ltd T/A Manor Pharmacy

At: 35 Plains Road, Mapperley, Nottinghamshire, NG3 5JU

From 01.10.17

Please note the change of supplementary hours

**From: Mon – Fri 1pm – 2pm
Sat 10am – 1pm**

**To: Mon- Fri None
Sat 9am – 12noon**

3.6.10 Change of hours

By: WR Evans Healthcare Ltd T/A Manor Pharmacy

At: 35 Plains Road, Mapperley, Nottinghamshire, NG3 5JU
From 01.10.17

Please note the change of core hours

**From: Mon, Tues, Weds, Fri 9am – 1pm
& 2pm – 6pm
Thurs 9am – 1pm & 2pm – 5pm
Sat 9am – 10am**

**To: Mon – Fri 9am – 1pm & 1.30pm –
5.30pm
Sat Nil**

3.6.11 Change of hours

By: WR Evans Healthcare Ltd T/A Manor Pharmacy
At: 27 Greens Lane, Kimberley, NG16 2PB
From 27.11.17

Please note the change of supplementary hours

**From: Mon – Fri 8.30am – 9am &
12.30pm – 1pm
Sat 9am – 3pm**

**To: Mon – Fri 8.30am – 9am & 12.30pm –
1pm
Sat 9am – 1pm**

3.6.12 Change of hours

By: WR Evans Healthcare Ltd T/A Manor Pharmacy
At: 40 derby Road, Stapleford, Nottinghamshire, NG9 7AA
From 01.10.17

Please note the change of core hours

**From: Mon, Tues, Thurs, Fri 9am – 1pm
& 2pm – 6pm
Weds 9am – 1pm & 2pm – 4pm
Sat 9am – 11am**

**To: Mon – Fri 9am – 1pm &
1.30pm – 5.30pm**

3.6.13 Change of hours

By: Saffron Apothecaries Ltd T/A Mansfield Delivery Chemist
At: 1 Wood Street, Mansfield, Notts

Please note the change of supplementary hours

**From: Mon – Fri 8.30am – 9am & 6pm –
6.30pm
Sat 8.30am – 1pm**

**To: Mon – Fri 8.30 am – 9am
Sat 9am – 12noon**

	<div style="border: 1px solid black; width: 100%; height: 20px; margin-bottom: 5px;"></div> <p><u>Relocation query</u> Pharmacy moving in the same building – felt that didn't need to do a relocation as not changing the address but the entrance will change. NHS England are looking into this but think it will be agreed that a relocation application is not needed.</p>
4	<p>Chief Officer / Chair reports –</p> <p>4.1 Chair report – Attachment D Attended RPS conference this month – good networking event LPF – new local agenda Flu board meeting – LMC raised pharmacy flu vacs on the agenda so RS attended but the LMC didn't attend the meeting. Members reported that Quad is black triangle and needle comes separate so not as safe for administering the vaccine and that's why some companies are using the Trivalent. NH is feeding information in to NHS England locally and PSNC around gp's stating that pharmacy vaccinations are inferior. Pharmacy did 1million vaccines while gp's did 10million vaccines last year – so impact to GP business is minimal</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: Members asked to give hard evidence of gp practices false claims to NH and this will be forwarded to relevant people.</p> </div> <p>4.2 <u>PREVENTION, PROMOTING INDEPENDENCE AND DISEASE PREVENTION Group</u> Part of the STP – not originally included but raised that HLP is key part of the pharmacy contract and they have agreed that the LPC should have a place. NH will send information when receive.</p> <p>4.3 <u>LMC/LPC meeting with public health 11.08.17 – Attachment E</u> ➤ Promotion of EHC LMC did not make the meeting County Council wish to promote EHC – conversation about how to promote to right audience. Need gp practice staff, health visitors, midwives, school nurses to be promoting the EHC service. Also need to link with the schools.</p> <p>4.3 <u>Wessex Primary Care Project - comment from Notts LMC</u> Circulated via email – shared with LMCs</p> <p>4.4 <u>Pastoral Care</u> Need to keep a check on this – what is the function of the LPC and do we need to ensure got the skills to support the contractors and know where to signpost. RPS may provide this function in the future Feel that should have events where contractors are able to attend and chat – networking. Pharmacist Support – members felt that should have a news item or link on the website. Include on the next newsletter Invite Pharmacist Support to an LPC meeting to talk to members so that they have some information to be able to pass onto contractors.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: AE/NH to invite Pharmacist Support to attend an LPC meeting</p> <p>Action: Newsletter item and include links on the website for contractors to receive support</p> </div>
5	<p>Treasurer's report – GH</p> <p>5.1 Finances July / August 2017 – Attachment F1, F2 July <u>Income</u></p>

Levy – 17,600
Interest – 46.04
Sponsorship and flu payments - £2,933.00
Total = £20,579.04

Expenditure

Normal meeting costs plus HLP and Flu training = £18,750

August

Income

Levy – 17,600
Interest – 47.66
Sponsorship – 200.00
HEE funding - £2616.72
Total = £20,464.38

Expenditure

HLP invoices and catering costs, sub group meeting costs, exec meeting = £13,045.59
Still waiting for invoices to be sent through for 2nd flu vaccination session – AE to chase these up.

Action: AE to chase up ECG invoices

5.2 Cashflow – Attachment F3

Underspent on 2017/18 budget overall - £40,847 extra
Need to decide in January 2018 whether to reduce the levy or have a levy holiday
Budget was done when the judicial review was going on and so the amounts were increased – next year need to do a zero based budget – sub groups to do their own budgets and then put into a full one.

Treasurers meeting

Payment of PSNC Levy – hopefully moving to paying on monthly basis
Reserves – reduce down and give contractors money back and also pay into a central pot held by PSNC.
This is being discussed and voted at conference
Discussion around judicial review – there is no need for another payment.

5.3 PSNC levy 2017/18 2nd half – Attachment F4

Agreed to pay invoice when due

5.4 Ratification of Annual Accounts – Attachment F5

Subcommittee has reviewed these
Total £212,629.76 income
Expenditure – £207,515.
Income for the year £5,114.10
**GH proposed and AP seconded – unanimously voted for
Contractors to vote at the AGM this evening 21.09.17**

5.5 Review of expense policy – Attachment F6

Changed the wording to fit in with the committee changes recently – e.g.
- change from monthly meetings
- State number of subgroup members rather than naming as these change
Proposed by GH and VP seconded – unanimously voted for the changes

Action: GH to finalise the changes and then AE to add to the LPC member area of the website

<p>6</p>	<p>Members reports</p> <p>6.1 <u>MP Visit to Mistry Pharmacy (DM) – 03.10.17 4pm – Alex Norris</u> Opportunity to do blood pressure check, Flu jab – LPC could fund this if on private service HLP pharmacy</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Do a promotion stand – AE to send the display boards to Top Valley Pharmacy</p> </div> <p>RS still been tweeting other MPs about NPA stand at the political party conferences</p>
<p>7</p>	<p>Tenders and bids / Consultations / Service Opportunities</p> <p>7.1 <u>GPhC Consultation on guidance to ensure a safe and effective pharmacy team</u> For information</p> <p>7.2 <u>Consultation on Stopping the prescribing of certain items (closes 21.10.17) - ow.ly/iWMz30dRD53</u> Members have responded to this already</p>
<p>8</p>	<p>Standing items</p> <p>8.1 STP</p> <ul style="list-style-type: none"> ➤ <u>advisory group meeting – 10.08.17 – Attachment G1 and G2</u> STP update – Attachment H ➤ Nottingham and Nottinghamshire STP Workforce Symposium (17th October 2017) <p>Early stages – Healthwatch present and raised that the STP is focusing on prevention and referring to other services in 3rd sector – but they are having funding cuts – need to deal with this first. Need to ask CCGs to pay local authority for these services because they are saving money for health services.</p> <p>8.2 AGM 2017 – 21st September 2017</p> <ul style="list-style-type: none"> ➤ members to complete a review of the year form – only received 4 back Update on who attending the AGM 2017 <p>Sam Travis and Chris Kerry, NHS England Louise Baglole, Healthcare Together Jignesh Patel RohPharm Ltd and Sean O’Reilly (Valneva UK) 25 people booked to attend the AGM.</p>
<p>9</p>	<p>Commissioners reports</p> <p><u>NHS England Area Teams</u></p> <p>9.1.1 <u>North Midlands Region</u></p> <ul style="list-style-type: none"> ➤ Flu meeting 16.08.17 and 04.09.17 – Attachment I and I2 ➤ Quality Payment Gateway Criteria - NHS Choices – Attachment J1 and J2 <p>Interesting that a number of contractors have declared but not met gateway criteria NHS Choices – if updated before then needed to do again for the gateway and need to do all 3 pages. NH has had some contact with contractors who were failing to help with this</p> <ul style="list-style-type: none"> ➤ NUMSAS report – Attachment K <p>There is going to be encouragement to engage with service</p> <ul style="list-style-type: none"> ➤ Quality payments summary – Attachment L <p>Information</p> <ul style="list-style-type: none"> ➤ Contractor concerns / complaints <p>NH is supporting a few contractors at the moment Members asked that if contractors talk to them about their grievance with the system – need to try and calm contractors down and stop them from verbally abusing staff members that they ring at NHS England, PSNC etc.</p>

Newsletter article reminding contractors to not verbally abuse staff they are calling for advice / support– use PSNC information that has been sent recently

9.2.1 SY & Bassetlaw AT

- Flu meeting
- ACS Primary Care Steering Board Meeting - Wednesday 6th September 2017 -
- SYB Draft Workforce Framework – Attachment M
- SYB Urgent and Emergency Care Steering Board 06 Sept.17 meeting notes – Attachment N

For information

9.2.2 SY LPCs joint meeting

- 05.10.17 – report back

For information

LPNs

9.3 South Yorkshire and Bassetlaw LPN –

- Nothing

9.4 Nottinghamshire / Derbyshire LPN –

- postponed

Local Authority

9.5 .1 **Public Health – Nottinghamshire County**

- Advertising EHC services in pharmacies
- Stop Smoking SLA update – Attachment O1 and O2

NRT – not selling any products in pharmacy but there are still prescriptions being sent through

- Meeting with Nottm County Council re CGL – Attachment X

Re reviewing contract with CGL – LPC raised concerns about CGL contracts

Less problems over the last 6 months. Also mentioned that don't update the LPC.

Sharing incident information with pharmacy

Alcohol abuse – Rushcliffe have high drink driving rates – can link to HLP campaign over Christmas.

9.5.2 **Nottinghamshire County Health and Wellbeing Board**

- PNA meeting 20.07.17- members to review sections relevant to them – discuss

Will come out in draft mid October 2017 then consultation a couple of weeks later.

Go through and check for major issues before formal consultation. NH has been liaising with PH and so DF and RS have not had to be involved so far.

Members agreed to go through the PNA sections relevant to them when NH sends these through.

Trying to make this PNA a tool to commission from rather than using against. SY are developing an interactive map as part of the PNA.

- Health and wellbeing board meeting 06.09.17
- Refresh of the HWB Strategy – consultation – Attachment U1 and U2

These events will take place:

District	Date	Time	Venue
Ashfield	3 October	5-7pm	Summit Centre
Bassetlaw	2 October	3-5pm	Retford Town Hall

Broxtowe	5 October	9.30-11.30am	Beeston Library
Gedling	15 September	1-3pm	St Georges Centre, Netherfield
Mansfield	29 Sept	1-3pm	The Towers
Newark and Sherwood	10 October	2-4pm	The Civic Suite, NSDC
Rushcliffe	25 September	10-12pm	Council Chamber, RBC

Meetings

Board meeting @ County Hall, Loughborough Road, West Bridgford
 Wednesday 4th October 2017 @ 2pm
 And
 Wednesday 1st November 2017 @ 2pm
<http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

9.6.3 **Public Health – Nottingham City**

➤ ?

9.6.4 **Nottingham City Health and Wellbeing Board**

Meetings

Wednesday 27th September 2017 – 2pm – Attachment P
 Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG
 And
 Wednesday 29th November 2017 – 2pm
 Boardroom, Standard Court, Park row, Nottingham, NG1 6GN
<http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?CommitteId=185>

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

9.7.1 Mid Notts (**M&A + N&S**) – **KC / DF**

- Joint Mid Notts Prescribing Group 19.07.17 – Attachment Q1
- Joint Mid Notts Prescribing Group 13.09.17 – Attachment Q2

Need people to be present at the next joint prescribing meeting – November 2017

Meetings

<p><u>Prescribing sub group</u></p> <p><u>Next meeting</u></p> <p>a) 13th September 2017 6pm – 8pm @ Hawthorn House,</p>	<p><u>M&A & N&S CCG Board meeting</u></p> <p>➤ 28th September 2017 3.30pm – 6.30pm @ Birch House</p>
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<p>Mansfield (joint with N&S)</p> <p><u>M&A + N&S Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none"> ➤ 14th September 2017 9am – 12pm @ Birch house ➤ 9th November 2017 9am – 12pm @ Birch house <p>http://www.mansfieldandashfieldccg.nhs.uk/about-us/meetings/primary-care-commissioning-committee/</p>	<ul style="list-style-type: none"> ➤ 26th October 2017 3.30pm – 6.30pm @ Birch House <p>http://www.mansfieldandashfieldccg.nhs.uk/about-us/meetings/governing-body/governing-body-meeting-dates/</p>
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9.7.2 Greater Notts Joint prescribing group TOR – Attachment R

Meetings

9.7.3 North & East CCG (VP)

<p><u>Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none"> • 5th October 2017 - 9.30am – 12.30pm <p>Gedling Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU</p> <p>http://www.nottinghamnortheastccg.nhs.uk/our-meetings/primary-care-commissioning-committee/#reveal</p>	<p><u>Nottingham North and East CCG Board meeting</u></p> <p>19th September 2017 – 1.30pm – 4pm</p> <p>Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU</p> <p>http://www.nottinghamnortheastccg.nhs.uk/index.php/meet-the-board/governing-body-meeting/</p>
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9.7.3 Rushcliffe – JS

<p><u>Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none"> • 19th October 2017 1.30pm <p>Clumber Room, Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham, NG11 6LQ</p>	<p>Rushcliffe CCG board meeting</p> <ul style="list-style-type: none"> • 21st September 2017 1.30pm <p>Clumber Room, Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham, NG11 6LQ</p> <p>http://www.rushcliffeccg.nhs.uk/about-us/governing-body-and-meetings/#PCCC</p>
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9.7.4 Nottingham City - DM /GH

- Nottingham City CCG meeting Wednesday 26.07.17 – Attachment P
- City PH Governance meeting 12 Oct.17 – need deputy to attend

Meetings

<p><u>Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none"> • Thursday 5th October 2017 1.30pm, Boardroom, 1 Standard Court, Park Row, Nottingham, NG1 6GN • Thursday 2nd November 2017 1.30pm, 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> <ul style="list-style-type: none"> • Wednesday 27th September 2017 from 9.00am, Ground Floor Committee Room, Loxley House, Station Street, Nottingham, NG2 3NG • Wednesday 25th October 2017 from 9am Boardroom, 1 Standard Court, Park Row, Nottingham, NG1 6GN <p>http://www.nottinghamcity.nhs.uk/about-us-284/meetings-and-papers.html</p>
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9.7.5 Nottingham West CCG – SD

Meetings

<p><u>Primary Care Commissioning meeting</u></p> <ul style="list-style-type: none"> • Thursday 26th October 2017 @ 4pm Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB <p>http://www.nottinghamwestccg.nhs.uk/about-us/primary-care-commissioning-committee/</p>	<p><u>Nottingham West CCG Board meeting</u></p> <ul style="list-style-type: none"> • Thursday 26th October 2017 @ 1.30pm Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB <p>http://www.nottinghamwestccg.nhs.uk/about-us/governing-body/meeting-dates-papers-and-minutes/</p>
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9.7.7 Bassetlaw CCG – DF

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"> • Friday 22nd September 2017, 1.30pm to Collinson Boardroom <p>http://www.bassetlawccg.nhs.uk/about-us/primary-care-commissioning</p>	<p><u>Bassetlaw CCG Board meeting</u></p> <p>14th November 2017 - 9am – 11am @ Collinson Board Room, Retford Hospital, North Road, Retford, DN22 7XF</p> <p>http://www.bassetlawccg.nhs.uk/about-us/governing-body/governing-body-meetings</p>
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9.8 Area Prescribing Committee – AP

- Draft minutes from 20th July 2017 and agenda for 21.09.17 – Attachment W1, W2 and W3

Meetings

Thursday 21st September 2pm – 5pm @ Duncan Macmillan House
Thursday 16th November 2pm – 5pm @ Duncan Macmillan house
➤ <http://www.nottsapc.nhs.uk/about-the-apc/>

9.8 **LMC**
No meetings

Open meeting 2pm – 3pm

Miguel Duran and Carrie Fogg – Solutions4 Health

SLA – revision

Tier 1 – general advice

Tier 2 – pharmacy service subcontracted – bulk of quits

Tier 3 – S4H specialist service – priority groups - pregnancy, mental health, etc

Based on County Durham service

- 500 quits and 3500 by subcontractor services

6 week program

Support and NRT for this time - £50 per quit and £75 NRT reimbursement

£30 per non quit – expect to get 50% rate for NRT and 70% for Champix

- Would usually know by week 3 so will not have given all the NRT so should cover the costs.

Problem with the financial risk – that’s why pharmacies are going to be reluctant

Training and support is going to be provided by the Solutions4Health team – trained to follow process so that ensure only sign up those that should complete the course.

If pharmacies are struggling then Solutions4Health will work and support them to increase = action plan – changing staff member etc

Monthly basis – number of quitters registered and then number who have successfully quit – 50%

Monitored as go along

Can give behavioural support to those that use e-cigs

40 quitters per year per contractor

CO validation 85% - provided by Solutions4Health and also the calibration of the CO testers

Have own coordinator – see on monthly basis offering support

Face to Face training being provided

Mindy Bassi, Nottingham City Meds Management and Nayna Zuzarte, Rushcliffe CCG Meds Management

South Notts CCGs and City CCG selected as an accelerated accountable care system – Greater Notts

By 01.04.18 – shadow at the moment.

CCGs are still separate statutory role but working as ACS.

Easier to work with the CCGs

Services over all 4 CCGs rather than individual services

- The new GN Meds Optimisation Group and LPC engagement –draft TORs attached (MB) – Attachment 2

Sent out to CCGs med management, clinical council, accountable officers,

Need a Greater Notts Medicines Management Committee equivalent to the APC.

Would like the LPC to be involved in representation and also the LMC

Main aim – consistent, coherent, joined up policies

LPC definitely want to be involved

No funding for attendance for the LPC member – only funding for some gp prescribing leads – Mindy will take back to the CCG. If you fund then will get more buy in to the group?

Will be reviewed again in 6 months – April 2018.

Asked for EPS and eRDS to be added to the project list and this needs to be part of the driving force for the group to enable the services to work.

- An overview of the GN Prescribing QIPP-see attached paper for brief description of each project (MB/NZ) – Attachment 3
- Encouraging use of MAR Charts (NZ)

CQC have told one carer company that they need to get pharmacist to do MAR Charts – could be an issue if carry on saying this – NZ to contact CQC and ask what info has been given.

- Repeat Prescribing Patient Ordering Direct (POD) model – Pilot in Rushcliffe CCG – Attachment 4
Centralised service across Nottinghamshire – Rushcliffe vanguard pilot

Sent through revised model of the service

LPC still not received final version of Code of Conduct – sent out to leads and this is going to be sent out to all contractors. / stakeholders

More coordinated approach

Stating that practices work closely with community pharmacy – this is up to the practice – giving a checklist to practices.

Problems with certain issues of prescription direction

- Screening tool being implemented that has already been used in Ruddington and Castle Practice – once evaluated will share. LPC asked to be involved in the selection process of the pilots and could have used as a comparison. Practices did not invite to meeting at the surgery so were not aware of the pilot in Ruddington. **Nayna will send through to NH and AE to review and forward to members.**
- Only one part of the Vanguard
- Pressure on reducing wastage and cost
- Not being able to order before 7 days – there needs to be some exceptions. Need to look at the prescription process from gp to payment

Greater Notts are wanting to go forward with a positive relationship / engagement with the LPC

Action: Nayna will send through details for the POD pilot to NH to review and AE to forward to members.

Action: MB to send the dates through for meds management meetings to NH and AE

Patrick Wilson, NUH

Assistant practice pharmacist at NUH – clinical and operational of dispensary and wards

PharmOutcomes

Alex Spurling has done a pilot which NHS England have worked with NUH

Wanting to develop the system so that can send through discharge information directly rather than having to add as PDF manually.

Pharmacies would need discharge info and medicines prescribed – discharge MURs and NMS, domiciliary MURs could be done.

Start with previous Domette patients with changes and also new NOAC patients.

Send the info and then the pharmacy will determine what service is needed rather than being directed

Training group could provide support on services that are commissioned in community pharmacy

Invite the hospital pharmacists to the training sessions that are organised.

Action: NH/AP to work with Patrick Wilson, NUH on Discharge Summary info via PharmOutcomes

NUH update

Leadership of department has changed

Reviewing the openness of NUH pharmacy

Reviewing job descriptions –

To move into hospital – what is classed as relevant experience?

	<p>Maybe have part time staff that can share with the community pharmacy – some only work a couple of days. Need to look at salary as it is a big drop from community pharmacy Could be good to have newly qualified pharmacists (pre-regs) working in both hospital and community so gain experience – could sub contract? Could work well with discharging patients – interface between hospital and community Need to formulate the job description so fits into the banding scale – 8a Education team at NUH that would be involved in induction. ‘Walk in my shoes’ project – doing in gp practice and pharmacy – see if can use this. Could ask for funding from HEE to do this – workforce improvement. Small pilot could be organised to help with this.</p>
	<p>Garry Myers, PSNC Regional Representative ➤ Confidential update</p> <p>Update on funding changes – fees and margins NUMSAS – funding from Pharmacy Innovation Fund Urging contractors to use the website rather than phone calls and to not be abusive to staff members they speak to on the phone. Supervision changes – would need to go through parliament</p> <div style="border: 1px solid black; padding: 5px;"> <p>NHS mail – send through details to NH if not received yet and NH will send through to Andy Hathaway at NHS Digital – also try and get to attend LPC meeting</p> </div>
<p>11</p>	<p>Information received from various sources</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>11.1 <u>LPC News Alert: Campaign update</u> 11.1.1 July 2017 Price Concessions/NCSO (update) 11.1.2 PSNC News Alert: EPS enhancements survey – pharmacy teams, please share your views 11.1.3 EPS enhancements survey August Category M adjustments SCR calculator Patient activation project NUMSAS FAQs Care home case studies survey 11.1.4 July 2017 Price Concessions/NCSO (further update) 11.1.5 PSNC News Alert: Important information on the Flu Vaccination Service 2017/18 11.1.6 PSNC News Alert: PSNC support for the Flu Vaccination Service 2017/18 11.1.7 National workforce survey Hepatitis B guidance Preparing for Flu Vaccination Service NMS offers £500m in long-term savings 11.1.8 PSNC News Alert: Quality Payments - Urgent action required by contractors who did not fully update their NHS Choices profile 11.1.9 August 2017 Price Concessions/NCSO 11.1.10 PSNC News Alert: Last chance to share your views on EPS enhancements 11.1.11 August edition of CPN magazine out now 11.1.12 Quality Payments news Cashflow changes resources Record keeping Hepatitis B vaccine shortage letter Adrenaline auto-injectors Flu FAQs 11.1.13 August 2017 Price Concessions/NCSO (update) 11.1.14 PSNC News Alert: Quality Payments - Do you have editing rights for your NHS Choices profile? 11.1.15 August 2017 Price Concessions/NCSO (further update) 11.1.16 PSNC News Alert: Contractor warning - unsolicited calls claiming to be from the NHSBSA</p>

- 11.1.17 PSNC News Alert: Quality Payments reminder - Urgent action required by contractors who did not fully meet the NHS Choices gateway criterion
- 11.1.18 Promoting the Flu Vaccination Service | NHS Identity guidelines | Pregabalin statement | Needle stick injury procedure | Health & Care Review
- 11.1.19 August 2017 Price Concessions/NCSO (further update)
- 11.1.20 PSNC News Alert: Service specification & PGD for national Flu Vaccination Service 2017/18 now available
- 11.1.21 PSNC News Alert: Incomplete version of Flu Vaccination Service PGD uploaded to NHS England website
- 11.1.22 PSNC News Alert: Directions published for the national Flu Vaccination Service 2017/18
- 11.1.23 PSNC News Alert: National Flu Vaccination Service 2017/18 starts tomorrow – are you ready?
- 11.1.24 Flu Vaccination Service is launched | #PSNCTalk video on flu jabs | Workforce survey reminder | NovoPen device alert | 'Acid' attack guidance
- 11.1.25 PSNC News Alert: Quality Payments - Have you got editing rights for your NHS Choices profile?
- 11.1.26 PSNC News Alert: Quality Payments deadline approaches - Urgent action required by contractors who did not fully meet the NHS Choices gateway criterion
- 11.1.27 Pharmacy Minister pledges to make best use of sector | Generic shortages notice | Opinions on MURs sought | Pharmacy public health opportunities
- 11.1.28 PSNC News Alert: Quality Payments - Edit or validate your NHS Choices entry now
- 11.1.29 PSNC Emails: Please update your details
- 11.1.30 September 2017 Price Concessions/NCSO
- 11.1.31 PSNC News: Quality Payments - Urgent action required by contractors who appear to have not met the gateway criteria for April review point
- 11.1.32 September 2017 Price Concessions/NCSO update
- 11.1.33 September edition of CPN magazine out now
- 11.1.34 Quality Payments | Stoptober Resources | September CPN | Tackling errors
- 11.1.35 September 2017 Price Concessions/NCSO further update
- 11.1.36 Quality Payments: action required if you haven't got a pharmacy NHSmail account

LPC newsletters

- 11.1.37 LPC News: New care models webinar on-demand; Tees LPC wins award; PharmOutcomes MasterClasses; Antimicrobial stewardship; PSNC Services Database
- 11.1.38 LPC News Alert: Communications and Public Affairs update
- 11.1.39 LPC News Alert: Two weeks left to respond to consultation on Minor Ailment Service toolkit
- 11.1.40 LPC News: One week left to respond to toolkit consultation; NHS England publishes STP Dashboard; Study on variation in public health commissioning
- 11.1.41 LPC News: Leadership Academy update; LPC Leaders Forum; PSNC flu presentation; Conference booking; EHR briefing
- 11.1.42 LPC News: LPC flu toolkit launched; 15k of savings from medicines optimisation service; Provider company networking event; LPC Conference Dinner
- 11.1.43 LPC News: Opportunity to develop pharmacy; Patient communication materials for Flu Vaccination Service; LPC Conference Dinner; LPC elections 2018
- 11.1.44 LPC News Alert: Negativity from GPs surrounding the Flu Vaccination Service
- 11.1.45 LPC News: Developing pharmacy across Derbyshire; Whistleblowing policies; Register for Leaders Forum; Wellbeing workshops; Apply for research funding

11.2 PSNC Events

- 1) Leaders Forum – 27/09/17
– RS attending
- 2) LPC Chairs and Chief Officers Meeting – 31st October 2017 – Manchester
RS and NH attending
- 3) LPC Conference 2017 – 1st November 2017 – Manchester
 - 4 places available – NH and RS attending so 2 more places available

	<p>Action: AE to email out to all members asking them to email back if interested in attending the conference.</p> <p>Action: AE to then book the places via PSNC booking site</p> <p>11.3 <u>PSNC prescription Check March 2017 – overpayment of £32.16 – Attachment V</u> For information</p> <p>11.4 NHS Digital a) - <u>Update from Michelle Peet August 2017 – Attachment S</u> For information</p> <p>11.5 Healthwatch Nottinghamshire ➤ Merging with Healthwatch Nottingham in 2018 – moved to the same address <u>Suite 7, Arnold Business Centre, Brookfield Rd, Arnold NG5 7ER</u></p> <p>11.6 CCA / AIMp Communication a) Nothing received</p> <p>11.7 CPPE CPPE annual brochure and infographic – Attachment T1 and T2</p> <p>11.8 PCSE (Capita) PSNC update on contract notifications</p>
12	<p>Any other business (raised by lunchtime) Nothing raised</p>
13	<p><u>Newsletter stories</u> 13.1</p> <p>Action: Newsletter item and include links on the website for contractors to receive support from Pharmacist Support</p> <p>Newsletter article reminding contractors to not verbally abuse staff they are calling for advice / support– use PSNC information that has been sent recently</p>
14	<p>Summary of Actions agreed during the meeting</p> <p>Action: GH logging time taken doing the accounts and ensure pay honorarium</p> <p>Action: JS to send through revised declaration form to AE and JonS</p> <p>Action: CCA members to discuss how they wish to progress as they will have 2 CCA member apologies for the next couple of meetings due to CF and SD commitments.</p> <p>AE / AP to circulate the training notes and future plan to all members</p> <p>Action: AE to ask NHS England for the confirmed contractor numbers on 31.10.17 and do the calculations again before sending out nomination requests to CCA, AIMp and Independent contractors in January 2018</p> <p>Action: Members asked to give hard evidence of gp practices false claims around Flu vaccinations to NH and this will be forwarded to relevant people</p> <p>Action: AE/NH to invite Pharmacist Support to attend an LPC meeting</p>

	Action: GH to finalise the changes and then AE to add to the LPC member area of the website
	Action: AE to chase up ECG invoices
	Action: Nayna will send through details for the POD pilot to NH to review and AE to forward to members.
	Action: MB to send the dates through for meds management meetings to NH and AE
	Action: NH/AP to work with Patrick Wilson, NUH on Discharge Summary info via PharmOutcomes
	Action: AE to email out to all members asking them to email back if interested in attending the conference.
	Action: AE to then book the places via PSNC booking site
	Details of future meetings Bi-monthly
	AGM 21st September 2017 7pm - 9pm <i>Ramsdale Park Golf Club</i>
	16th November 2017 9.30 am – 5pm <i>Ramsdale Park Golf Club</i>

Next meeting is on Thursday 16th November 2017 @ Ramsdale Park Golf Club, Calverton

Minutes agreed as true and accurate record of the LPC meeting held on Thursday 21st September 2017

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