

**UNADOPTED MINUTES OF THE
COMMUNITY PHARMACY SHEFFIELD AGM MEETING
22 SEPTEMBER 2020**

VIRTUAL MEETING VIA MS TEAMS SOFTWARE

7.00 pm to 8.30 pm

MEMBER	11.06.19 Day	24.09.19 Day	19.11.19 Day	11.2.2020 Day	30.06.20 Eve	18.08.20 Eve	15.09.20 Eve	22.09.20 Eve
<i>Nominated/ Appointed Contractors</i>								
David Russell (Well) (Chair)	+	+	+ (part)	+	+	+	+	+
Crispin Bliss (Vice Chair)	+	+	+	+	+	A	+	+
Claire Thomas (Chief Officer)	+	+	+	Mat leave	Mat leave	Mat leave	+	+
Greg Campbell (Treasurer) (Apt 4/16)	+	+	+ (part)	+ (part)	+	+	A	+
Andrew Hartley (Appointed 10/16)	A	+	+	+	+	+	+	+
Simon Hay (Appointed 4/18)	+	A	+	+	+	A	A	+
<i>Company Chemist Reps</i>								
Emilia Stelmach (Boots)	+	+	A	A	+	+	+	+
Matthew Watters (Boots) (Apt 11/17)	+	+	+	A	+	+	+	+
Jamil Ahmad (Well) (Apt 01/2017)	+	+	+	+	+	A	+	+
Luke Downs (Lloyds)	+	+	+	+	+	+	+	+
Rachel Crookes (Lo's) (Apt 10/16)	+	+	A	+	+	R	R	R
Dougie Mistry (Day Lewis) (Apt 4/18)	A	+	+	A	A	+	+	+
Louise Gurney (Boots) (Apt 5/19)	+	+	A	A	+	A	+	+
Garry Myers (PSNC Rep)	A	N/A	N/A	A	+	N/A	N/A	N/A
Susie Coates (LPC Support Manager) Apt November 2012	+	+	+	+	+	+	+	+
<i>Observers</i>								
Tom Bisset	N/A	N/A	N/A	N/A	N/A	N/A	N/A	+
Jo Tsoneva (NHSSCCG)	+	N/A	N/A	+	N/A	N/A	N/A	N/A
Steve Freedman (NHSSCCG)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Peter Magirr (NHSSCCG)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Steven Haigh / Neil Heslop / Yvonne Elliott / Andy Hilton (PCS)	N/A	N/A	N/A	A	N/A	N/A	N/A	N/A

+ = PRESENT A = APOLOGIES FOR ABSENCE R = RESIGNED N/A = NOT APPLICABLE

		Action
<p>1.</p>	<p>Apologies / Welcome:</p> <p>There were no apologies from members. There had only been very limited requests for access to the login to the virtual meeting from Contractors and none joined the meeting on the evening. Tom Bisset joined in preparation for his own AGM in Barnsley. David welcomed everyone and commenced proceedings acknowledging that this year’s AGM was very different to the one in 2019 with over a hundred attendees. David offered his sincere thanks to all CPS members for their input through good ideas and debates, resulting in good outcomes; acknowledging their commitment to the Committee over the preceding year. David also thanked Andrew and Susie for their work during the COVID-19 crisis. He acknowledged that Andrew’s commencement as Acting Chief Officer, during Claire’s maternity leave, was a ‘baptism of fire’ as the Pandemic broke and his leadership was much appreciated during this exceptional time.</p>	
<p>2.</p>	<p>Minutes of the AGM Meeting held on 24 September 2019</p> <p>Members noted that these Minutes had been approved at the November 2019 meeting of CPS and they had no further queries about the content.</p>	
<p>3.</p>	<p>Presentation of the CPS Annual Report 2019-20</p> <p>Andrew agreed that in accepting the temporary role of Acting Chief Officer to cover Claire’s maternity leave, he had not of course anticipated what this might involve with the arrival of the Corona virus. He further acknowledged the huge financial challenges Contractors had been suffering prior to the Pandemic and the valliant efforts that were then demonstrated as Community Pharmacies rapidly became the only remaining face-to-face primary care option open to the public. Complaints were continuing from members of the public that they are unable to see their GP. Andrew’s full report is contained within the Annual Report 2019-20 – see HERE.</p> <p>Andrew also acknowledged Susie’s invaluable contribution to the work involved on supporting Sheffield Contractors in this huge learning curve for all, which had proved to be a very tense and challenging time, particularly in the early stages of the Pandemic. Evidently the situation is not going to change in the foreseeable future, so it is imperative to try to establish the best ways of working which will best support patients and also enable Community Pharmacies to remain viable. It was acknowledged that Community Pharmacy is now seeing huge rises in absences, either due to COVID-19 infections or the need for people to isolate; the challenges continue.</p> <p>Andrew highlighted that a lot of national new services had had to be delayed with new release dates now set. However, in particular the national GP-CPCS and the Hepatitis C Testing Service were awaiting the relevant Service Specifications. He further highlighted that Sheffield had on-going excellent networking relationships with local Commissioners and the Local Medical Committee. Historically many services had been developed and commissioned with the CCG and it’s predecessors, many of which remain and more recent discussions over how differently Community Pharmacies might support the GP practice workload. Discussioins were underway to improve provision of MDS to vulnerable patients and revise the DACT Supervised Administration Scheme. Andrew asked members to let him know if they could commit some time to being involved in these projects.</p> <p>It was becoming more and more apparent that PCNs were being tasked with taking forward new ways of working and Pharmacy PCN Leads would need guidance to help provide a consistent approach; this was awaited nationally.</p> <p>Andrew particularly drew attention to the outcome of the ‘Wright Review’ indicating a discouragement for LPCs to ‘support’ contractors, yet recent developments demonstrated that they would need more support than ever.</p>	

<p>4.</p>	<p>Financial Statements / Accounts</p> <p>Greg Campbell, CPS Treasurer, referred to the Accounts which had been circulated to all Contractors – see HERE together with Greg’s Report and these were accepted by majority votes from 81 Contractors with no rejections; just a set of queries from one Contractor which had been responded to.</p> <p>Greg ran through the figures and highlighted that the apparent deficit in the final accounts had subsequently been recovered as monies due from exteneral bodies for training outlays etc had been outstanding and then recovered early in the next financial year. Further savings had also been made by using virtual meetings since April 2020. There are still good reserves held for PCN Leads activities and Independent Prescribers costs.</p>	
<p>5.</p>	<p>Looking Forward</p> <p>David confirmed that it was important to view the opportunities with the roll out of the GP-CPCS as the most important development for Community Pharmacy. Clearly during the Pandemic patients have become used to referring to their Community Pharmacy for help but it was important to build in the referral process so that Contractors are appropriately reimubursed for this service. It was noted that evaluation of the pilot work across the Country had not yet been completed, but evidently it was viewed as important for the Scheme to be rolled out to seek to take pressure of GP practices.</p> <p>Sheffield could build on the pilot GP-CPCS work and it was clear success would be dependent on building good working relationships with GP practicesd in order to secure referrals to make the scheme work. It would be a key part of Pharmacy PCN Leads’ connections with Clinical Directors of PCNs so that they could see the benefits of making referrals. Enhanced digital connectivity was paramount. So too with the Hospital Discharge Scheme that was proving successful in Barnsley (TCAM). The STH Lorenzo digital system was not currently compatible with PharmOutcomes. With Independent Prescribers numbers increasing in Sheffield – this was another opportunity to build support for patients who might otherwise need to see their GP; thereby freeing up GP time for more serious cases.</p> <p>The AGM was drawn to a close and some further discussions were conducted in private, regarding relevant CPS actions following on from the recent LPC Conference.</p>	

**NB THESE MINUTES REMAIN IN DRAFT FORMAT UNTIL APPROVED
BY THE FOLLOWING MEETING OF THE COMMITTEE**