

Minutes of Meeting of Surrey Local Pharmaceutical Committee

Date Wednesday 10th July 2019 starting at 0930
Location: Sandman Signature Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH
Present: Rupi Bhasin, Chair, Hemal Chudasama, Vice Chair, Anish Prasad, Treasurer, Andrew Jackson.
In attendance: James Wood, Chief Executive Officer, Hinal Patel, Service Development Support Pharmacist, Sandra Lamont, Communications & Engagement Lead, Micky Cassar, Business Administrator.
Observer: Luvjit Kandula

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting.
CCA Reporter: Henal Ladwa

2: Apologies for Absence

Jaymil Patel, Rupi Bhasin (am only)

3: Governance Matters

The Chair asked if there were any changes to the Declarations of Interest, none raised. It was noted that the committee currently has a vacancy following the resignation of Dalveer Johal.

4: Minutes of the last meeting

The Chair asked the members if they had read the 4th June 2019 LPC minutes and if there were any issues with the accuracy. These were signed off as accurate by the Chair.

5: Matters arising

The Action log was reviewed.

It was noted that there is a CCA vacancy.

Action: Chase CCA vacancy

It was highlighted that members bank details need to be obtained and passed to AP

Action: Obtain member bank details.

The members discussed the new Frimley Health MDS Service.

Action: JW to follow up re concerns (Frimley Health MDS Service).

The members reviewed the contractor feedback.

Action: check all DOI on website for Oct meeting including new members

6: LPC Self Evaluation

- Written Governance Agreement: change to green
- DOI: change to green – need to replace Dalveer and add Charlotte.
- LPC agendas and minutes: CPSS to discuss – minutes not available within 3 working days – draft minutes are on the website, but this should be adopted ones. Capability and expertise: need to be discussed at the October meeting – what did we do with the responses
- Reserves: to be reviewed in October meeting

Action: Charlotte to review the performance against the operating plan in 6 months at the LPC meeting.

- It was raised that no external visitors to enable amber, purple, green decision.

- Budgeting needs to include a review of which meetings are attended and by whom.
- It was discussed that there is enough funding available for training for members.

7: Local Matters & Representation Matter for report

TCAM – RB – only for patients who need MDS.

LPC communications with IND – letters?

IT – how many emails were actually opened.

In future it was agreed only to publish minutes on the website if quorate – responses archived.

Luvjit from PSNC updated the members that CCGs using faxes is to end by 03/20 with an aim that all pharmacists and GPs work together and follow one procedure.

NHS England survey will start in late summer – checking for patients receiving dispensing services (market entry + rural). The LPC will need to be available to support pharmacies when this happens.

The members reviewed the pricing audit document – low valuation.

8: Service Development Update – Matter for report

HP updated the committee on the recent Surrey Public health meeting. The committee was informed, and feedback gathered on the Surrey County Council longer term contract and intention to use Dynamic Purchasing system criteria. Members were circulated an overarching Public health contract and the members were asked to pass any comments back to the HP. All the changes to the contract was discussed with the members.

The committee was updated on the Launch of new Service ‘Take home Naloxone’ in Surrey and the launch, and training event held on the 10th June at Hilton Cobham. The committee was also made aware to some contract variation changes to the NHS Healthcheck SLA.

The agenda and tentative dates for the SCC /LPC annual joint event was shared and the content of the agenda was discussed. HP provided end of year 2018-19 and this year Quarter -1 Provider Activity Data to the committee in terms of all the locally commissioned services.

An update was provided to the committee with the Surrey Care Record (SyCR) workstream and the progress so far. SCR to be phased out by 2023. SyCR – community pharmacy access – going to STP board in Oct 19, implementation in 2020.

Action: Establish task work force gap for SvCR

Action: HP /JW to review the overarching PH SCC contract

Action: continue work on the proposal MoU for BP+

SCR to be phased out by 2023. SyCR – community pharmacy access – going to STP board in Oct 19, implementation in 2020.

Integrated Care Systems – There are currently daytime events being run. In September there will be evening events to allow pharmacy to attend.

9: Finance

The treasurer gave the members an update on Surrey LPC, the SE Forum and the CPSS accounts. The members approved the accounts.

10: AOB

LPC Conference attendees were discussed. Henal, Hemal & Charlotte expressed an interest in attending.

11: Future meeting dates & venue

East Sussex LPC	West Sussex LPC	Surrey LPC
Ashdown Room, Barnsgate Manor, Heron Ghyll, Crowborough, TN22 4DB 9.30am – 4.00pm	The Old Tollgate, Bramber, Steyning, BN44 3WE 9.30am – 4.00pm	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm
AGM 17th Sep 2019	AGM 10th Sep 2019	AGM 18th Sep 2019
3rd Oct 2019	9th Oct 2019	8th Oct 2019
9th Jan 2020	8th Jan 2020	15th Jan 2020
12th Mar 2020	11th Mar 2020	18th Mar 2020

NHS England KSS Liaison Meeting and South East LPCs

(Chairs, Vice Chairs to attend)

1st October 2019 – 10:00 – 15:30. The Sandman Signature Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

5th December 2019 – 12.00 – 14:00. The Sandman Signature Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

5th March 2020 –10:00 – 15:30. The Sandman Signature Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

Community Pharmacy Surrey & Sussex Executive Committee:

(Chairs, Vice Chairs and Treasurers to attend – options for conference call dial in & skype for business available)

1st October 2019 – 15:30 – 17:00. The Sandman Signature Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

***5th December 2019** – 14.00 – 17:00. The Sandman Signature Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

5th March 2020 –15:30 – 17:00. The Sandman Signature Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

**longer running time to allow for business planning for FY year ahead*

12: Close