

# Minutes of Meeting of East Sussex Local Pharmaceutical Committee

**Date** Tuesday 21<sup>st</sup> September 2021 starting at 12:00pm  
**Location:** Zoom conference call  
**Present:** Sarah Davis, Vice Chair, Paul Antenen, Treasurer, James Grieves, Sharon Waghorn, Shammi Radia.  
**In attendance:** Julia Powell (JP), CEO, Marie Hockley, Service Development & Support Lead, Micky Cassar, Business Administrator.

## **1: Welcome & Introductions**

The Vice Chair welcomed the members and guests to the meeting. The members briefly discussed the workforce issues and if a merge with West Sussex LPC would be advisable. The workload and staff pressure should be relayed to PSNC.

CCA reporter: Sarah Davis

## **2: Apologies for Absence**

Craig McEwan, Susan Khlef.

## **3: Governance Matters**

The Vice Chair asked if there were any changes to the Declarations of Interest, none were raised. The members were reminded by the Vice Chair of the LPC constitution and the Nolan principles.

## **4: Minutes & Matters arising:**

The minutes from the last meeting on the 20<sup>th</sup> of July 2021 were reviewed. James Grieves surname is incorrectly spelt. The minutes were virtually signed off as accurate by the Vice Chair.

## **Actions in progress:**

235 - to investigate using LinkedIn and other avenues to link in with locums – in progress.

## **5: CEO report**

The AGM is taking place tonight and also the EGM to allow the change in the LPC constitution with regards to elections. Attendance at AGMs is low this year which is likely due to workload and staff issues. JP will cover PQS 2021-2022 and give an update on DMS, RSG and GP-CPCS.

Annual reports have been distributed and postal votes have been received. The annual review was also sent out by hard copy.

Covid costs update: the total amount of claims is as yet unknown but more than originally estimated. 95% of contractors who have claimed will get the full amount claimed back. 5% will be asked for evidence due to high claim costs however the LPC is unlikely to find out who. CPSS hosted a PCN lead webinar last week for the community pharmacy PCN leads to give them a timeline for information to collate, information on the webinar they need to have with contractors and the meeting with clinical directors. The deadline for completion is aimed for the end of oct which allows mop ups and follow up with PCN leads who haven't completed the tasks. There are 10 PCN lead vacancies known at this time in Surrey & Sussex. All contractors with vacancies have been contacted but no responses back at this time. CPSS will continue to work on filling these vacancies.

CPSS comms update: Website work has taken place to prepare for the migration across. CPSS is migrating on the first phase and expecting the website to be in the new format by the end of oct. £1000.00 support package option has been agreed. Newsletter format has been changed and is now circulated on a weekly basis and combined into one newsletter, the top being LPC news and bottom other partners news.

Email lists are also being updated. Currently the website sign up list does not specify locality so they will all be contacted and asked if they want area specific information in addition to the newsletters. Any feedback re the website and newsletter is welcome.

GP-CPCS update: Digital First have agreed the financing for EMIS integrated and PharmRefer. They have the contract however there is a minor issue with the contract, but this will be amended and signed shortly. EMIS integrated is being set up in the background so as soon as the contract is signed, the practices can be activated the next day. Virtual outcomes funding is agreed and live and has been sent to early adopter surgeries for staff to do training. A funding bid of £51,520.00 for training for GP staff has been signed off as Sussex CCG's have no spare staffing capacity

to do the vital training themselves. JP has created a job description for someone to be employed on a part time basis to support and do the training, this will be advertised imminently. 4 PCNs are confirmed as early adopters. Foundry Lewes, Alps PCN, Coastal & South Downs PCN and Crawley Collaborative PCNs. Another 13 PCNs will have 1:1 presentations and then the go live date will be agreed so training can be planned in before Christmas. The current plan is that half the surgeries in Sussex will be live by Christmas and by 3 months post-Christmas all will be live.

The members reviewed the Q2 operational plan progress. CRM database for MPs and press, this has been moved to Q3 as SL has now left. In the Southwest HEE were providing funding for LPCs for 5 IP places however in the Southeast there is no budget for this, however HEE have been given some funds to provide training over the next three years for community pharmacy for clinical skills and part of this also includes IP funds. This is however not available yet. 200 pharmacies applied to become covid phase 3 booster sites across Surrey and Sussex, 20 are confirmed as sites currently. NHS E&I have not advised those that have not been successful so far as they are on a waiting list depending on gaps etc.

The members reviewed the Q3 operational plan. Work will be done on PQS and the GP-CPCS rollout, also another acute trust is going live with DMS. The website migration will take place in oct.

#### Regional meetings:

JP presented at 4 LMC Liaison meetings across Surrey and Sussex on GP-CPCS and DMS. The new round of LMC meetings will receive an update on PQS and Hypertensive case finding service. A joint LMC/LPC flu letter has been created and distributed to all surgeries and pharmacies. It was raised that there is a surgery in Eastbourne contacting patients, already booked in for their flu vaccination with community pharmacy, to advise to attend the surgery instead, similar incident happened in Littlehampton.

**Action:** Collate info of any flu issues and then feedback to Julius Parker

Due to the ICS structure changes there are a number of new meeting groups, in Sussex the LPC have places on the Medicines Safety group, the workforce steering group, the Planned care Group and Cancer Group. JP has also been invited to sit on the Digital First Board. There is also a Cardiovascular Group and Palliative Care Group in Surrey. The members were asked if they wanted to attend any of these meeting. This would need to be funded by ourselves which the members agreed to.

**Action:** If any members would like to attend these meetings, please let JP know.

PSNC PLOT meetings are attended by Shilpa and Julia in turn, if members want to feed anything back to PSNC this can be done at these meetings. JP will be presenting on PQS and the Hypertensive service at the West Sussex CCG pharmacy conference event on October the 19<sup>th</sup>.

NHS England still host fortnightly meetings and recently Covid phase 3 boosters has been high on the agenda. HEE early years training and technician training – there is interest at the moment for sponsored technician training £46,000.00 per technician over 2 years. The technician could either work in just community pharmacy or do a split placement during this 2-year period. This has been highlighted in our newsletter, but the deadline is fast approaching. Trainee pharmacists will be IP trained by 2027. HEE are looking at clinical capacity as all these students will have IP training as part of the qualification so there will be a need for supervisors. Learnings from London's Early Years Program will be discussed at a meeting with AC and RF.

Sussex ICS meeting was requested by the CCG and was attended by JP and all Chairs and Vice Chairs across West Sussex and East Sussex LPCs, the Chair of the ICS board, the Executive Director of Primary Care and the Director of Pharmacy and Medicines Optimisation Eileen Callaghan. The purpose of the meeting was to discuss the future in terms of the ICS and how this will be structured.

The current CCGs will be replaced by ICSs as the legal entities which will consist of 42 ICSs across England. There will be 3 within the CPSS area, Sussex ICS, Surrey Heartlands ICS and Frimley ICS. ICSs have four key purposes: improving outcomes in population health and healthcare; tackling inequalities in outcomes, experience, and access; enhancing productivity and value for money; supporting broader social and economic development. Within the ICS all of the structures should come together including all the acute hospitals, GP surgeries, community pharmacy and local authorities to work together in an integrated way. The statutory ICS arrangements (subject to legislation) will form 2 different boards, an Integrated Care Partnership (ICP), the broad alliance of organisations and representatives concerned with improving the care, health, and wellbeing of the population, jointly convened by local authorities. Ideally community pharmacy would like a seat on this partnership. The second board is the NHS an Integrated Care

Board (ICB), who set the strategy for the ICS, the only 2 places guaranteed on the ICB is one for a Medical Director and one for the local authority.

Other important ICS features are place-based partnerships (likely to mirror the old CCG areas), beneath these partnerships are the PCNs. If the ICS statutory arrangements are signed off these structures will start to come into place 1<sup>st</sup> April 2022. ICS will take responsibility of the community pharmacy, dental and optometry contracts. This will happen in 2 stages. Some will start as of 1<sup>st</sup> April 2022; majority will take on the contracts as of 1<sup>st</sup> April 2023. It has been agreed that Amy Galer, Executive Director of Primary Care and Eileen Callaghan, Director of Medicines Optimisation will be meeting with JP on a monthly basis for 6 months whilst this structure takes place. By the end of October, we should know if Sussex CCG's will be taking on the pharmacy contract in April 2022.

PCN leads are going to be important moving forward and there is more communication going to leads from CCGs etc. We have had an offer from Pfizer who want to sponsor expert trainer master classes around stakeholder engagement for leads. In West Sussex they are looking to fund the backfill for leads master class in morning then structure and PCN role information for the second half. There will likely be more and more requests of the leads and they need to know what they should and shouldn't do. The members were asked if they would want to do similar to West Sussex. There are currently two funding bids awaiting response, one with HEE and one with NHSE&I (as they are providing funding for this in other localities). SD proposed to fund backfill for this training and SW seconded.

**Decision:** The members agreed to fund backfill but try and get funding through other means also.

**Action:** Agree training dates with Pfizer, likely beginning of November.

### **6: Service Development & Support**

MH has had a meeting with Mark Weston on the 17<sup>th</sup> of September. There has been an increase in drug related deaths across Sussex. Naloxone work is also taking place. Sussex performance and income was reviewed (primarily with regards to the supervised consumption fee) and that CGL will not go back to previous performance and prescribing habits. Take out doses as well as supervised and missed doses were discussed which CGL have agreed to investigate this locally. Currently, we do not know the progress. There is a nasal spray naloxone pilot running in Birmingham (primarily with the police carrying them) but any outcomes will likely take up to 6 months. Hostels are also keen on this as residents are not allowed sharps. New specs will be reviewed by MH around naloxone and a simplified dispensing process. Not just one pen (in Surrey its 2), also if a client has had a pen within 12 months, they don't need training again. Looking for train stations, supermarkets etc to store them. Brighton & Hove had poor uptake of this service and a training webinar will be arranged. There will be monthly meeting between MH and MW with CGL to discuss issues. By the next LPC meeting members will be able to ask questions to take to these meetings.

Weekly meetings for Surrey & Sussex with regards to LFT testing are taking place. Hep C meetings have taken place which have led to one store in Brighton signing up to start the service. Various engagement and conference events have taken place including the trial for IT of the NHS digital weight loss referral program (2 pharmacies have agreed to pilot). Service clinics will be held on the 23<sup>rd</sup> and the 30<sup>th</sup> of September, these dates have been circulated both in the newsletter and directly to area managers. The Area Manager Forum "save the date" has been circulated (20<sup>th</sup> October 2-3.30pm), this is primarily a networking event looking at PQS and services, supporting them to support their teams.

The members reviewed the East Sussex LCS data. The members reviewed the Brighton & Hove LCS data. Brighton & Hove are reimbursing staff for flu vaccination upon a valid receipt. Supervised and needle exchange in B&H is similar to ES and take-home message is naloxone in B&H should be a big service. Engagement needs to be better, on the CGL website there is no mention of pharmacy providing Naloxone.

DMS: MH has established a new email process for outstanding DMS referrals and check in calls will take place with pharmacies with significant volumes outstanding. It was highlighted not all pharmacists had completed their CPPE. These reports will cease as AHSN support has now stopped, PharmOutcomes access has been requested.

Sussex LFT pharmacy collect data was reviewed, also the Sussex assisted LFT Testing data which shows a reduction due to the pharmacy collect service. A meeting took place in August for both Surrey & Sussex LFT services organised by CPSS that has fostered a collaborative approach enabling sharing data and stock. We are waiting for confirmation that this service may be extended for 3 months. Surrey is performing significantly higher than Sussex. Larger numbers are seen when there are events on.

The Lung Cancer Service has been extended until March 31<sup>st</sup>, 2022. This is not just performance based, the service is supported by cancer alliance and citizens advice bureau. There have been some payment issues, but these should

now be resolved. Citizens advice are doing leaflet drops alongside the LPC and check in calls are taking place. There is now an opportunity to onboard more pharmacies, numbers and timings are next steps.

HLP champion update: Please can LPC members relay that there are a significant number of places to fill. It was highlighted that CCA head office prefer to use internal training. MH to look into this.

**Action:** Encourage more people to enrol in the free HLP training. MH will circulate the link again to members.

The pharmacy collect service LFT is due to end on the 3<sup>rd</sup> of October however from the 4<sup>th</sup> of October an amended Covid test kit distribution service will begin. There are two pricing structures, to get £1.70 you need to collect the 16-digit code from the pack, if anonymous supply you only get paid £1.20. As part of the changes people wanting a kit will be asked to register on Gov.uk or via 119 for a collect code to pick up tests.

Palliative care service – has gone to pricing board to sign off the increased fee.

NHS DWMP – Geddes Pharmacy and Day Lewis Tadworth have both expressed an interest to test the platform.

West Sussex Flu are enrolled on Boots Corporate Flu Program.

Brighton Flu – offering their staff the opportunity to book into any pharmacy and are reimbursed with a receipt.

East Sussex Flu – awaiting decision (for staff).

Surrey Flu Vaccination for staff bid has been secured at £10.30 per vaccine (an increase of 22p from last year). EOI is open until Friday.

Ondansetron in Frimley – final list due to be confirmed and shared with the children and young people's board, then next steps, issues, contracts, and training can be put in place.

Surrey Dynamic Purchasing System webinar event was attended by 20 delegates. Due to start sending out information and packs to contractors.

Surrey BP+ EOI have been completed. The next steps are to reinstate pre-existing sites and commence training for new sites. Several new Surrey sites have expressed interest for NHS HealthChecks.

Surrey Assisted LFT EOI has gone out again due to gaps in provision.

Stop smoking service (referrals from hospital) – setup fee £1000.00 but we do not have the spec yet.

Hypertensive case finding study which is a new advanced service due to launch 1<sup>st</sup> of October. Each BP check will pay £15.00 and if blood pressure is elevated and monitoring is done for 24 hours you can claim £45.00. There is an incentive payment in years 3,4 & 5. In the first year if you do 5 ABPM you can claim £1000.00, and then subsequent years £400.00 awaiting service spec, but we do have an approved list of monitoring equipment and MH looking into if there are any discounts available to pharmacy.

It was raised that the flu vaccines need to come from current stock. There is a national central flu stock.

**Action:** JP to raise with NHS E&I when we will be able to order vaccines from the central stock.

## **7: Finance update**

The members reviewed the CPSS accounts. There is a surplus and that can be reimbursed to LPCs in due course.

The members reviewed the East Sussex accounts.

The finalised accounts for East Sussex LPC 2020-2021 were ratified by the members. PA proposed accepting the accounts, SD seconded the proposal.

PA was thanked for his work on the accounts.

JP is in conversation with HEE re the BP+ funds to allow for these funds to be used for newly signed up contractors, awaiting HEE agreement.

## **8: PSNC Update**

Concerns regarding workforce issues were raised. The members were given an update from SD about the discussions from the PSNC conference last week. Simon Dukes is leaving 1<sup>st</sup> Oct and there is a recruitment panel in place. There were Q&A sessions, website relaunch update and breakout groups. There is now an RSG project manager in place however no real update as to RSG progress. There was feedback around MYS and the amount of data that needs to be input in MYS, especially with regards to DMS. The lack of PCN lead funding was feedback.

## **9: Market Entry**

Agreed:

DSP – Sussex Online Ltd – Brighton Marina – reapplied new address

Refused:

Unforeseen benefits – East Sussex Healthcare Ltd – Hastings – Oral Hearing completed

Awaiting response:

No significant change relocation – Kamsons Uckfield

**10: AOB:**

It was raised that there was no external guest content today, but that Public Health had been invited but were unable to attend. If the members have suggestions of guests, please feedback.

The members discussed if the 3 LPCs should have a joint meeting and if so when and if face to face meetings should be started up again. They agreed to see what the other two LPCs thought regarding a joint meeting, but that November would be too soon. The pros and cons of face-to-face meetings were discussed, and the members agreed to try and hold the November meeting face to face at the National.

It was highlighted that Saturday was world pharmacy day.

**11: Close**

**12: Future meeting dates & venue**

**LPC Committee Meetings**

<b>East Sussex LPC</b>	<b>West Sussex LPC</b>	<b>Surrey LPC</b>
The East Sussex National, Uckfield, TN22 5ES 9.30am – 4.00pm <b>Please note these will be online Zoom meetings until further notice.</b>	The Old Tollgate, Bramber, Steyning, BN44 3WE 9.30am – 4.00pm <b>Please note these will be online Zoom meetings until further notice.</b>	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm <b>Please note these will be online Zoom meetings until further notice.</b>
Thursday 25/11/21	Wednesday 24/11/21	Tuesday 30/11/21
Thursday 10/02/22	Wednesday 02/02/22	Wednesday 09/02/22

**Community Pharmacy Surrey & Sussex Executive Committee:**

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

7<sup>th</sup> October 2021 – 10:00-12:00 Venue TBC

13<sup>th</sup> January 2022 – 15:30 – 17:00 Venue TBC

31<sup>st</sup> March 2022 – 10:00-12:00 Venue TBC

**South-East LPCs and Partners (Regional Meeting)**

(Chairs, Vice Chairs to attend)

**13<sup>th</sup> January 2022 (hosted by Surrey & Sussex) 10:00-13:00 Venue TBC**

**PSNC Forward Dates:**

**2021 PSNC Meeting Dates**

Thursday 10th November 2021 London

**2022 PSNC Meeting Dates**

2<sup>nd</sup> and 3<sup>rd</sup> February 2022

18<sup>th</sup> and 19<sup>th</sup> May 2022

6<sup>th</sup> and 7<sup>th</sup> July 2022

14<sup>th</sup> and 15<sup>th</sup> September 2022

23<sup>rd</sup> and 24<sup>th</sup> November 2022