

Minutes of Meeting of West Sussex Local Pharmaceutical Committee

Date: Wednesday 20th July 2022 starting at 13:30.
Location: Sandman Signature London Gatwick Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH
Present: Mark Donaghy, Chair, Yola Barnard, Vice Chair, Sam Ingram, Sam Grieve, Becky Harrison, Alan Salter, Nisheet Patel, C J Patel, Skye Leach.
In attendance: Julia Powell, CEO, Marie Hockley, Service & Development Lead.

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting.
CCA Reporter appointed: Yola Barnard.

2: Apologies for Absence

None

3: Governance Matters

The Chair asked if there were any changes to the Declarations of Interest. No changes.
The members were reminded by the Chair of the LPC constitution and the Nolan principles.

Action: New member Skye Leach to complete Declaration of Interest.

4: Minutes of the last meeting

The Chair asked the members if they had read the 4th of May 2022 LPC minutes and if there were any issues with the accuracy. None were raised. The Chair signed the May LPC minutes as a true account of the meeting.

The members reviewed the action log:

- 307 - MH to chase regarding outstanding Palliative Care payments – in progress, new service specification awaiting sign off.
- 314 - Set up Lloyd's banking mandate to include CP and BH – in progress, Alan received a second card, no cards yet received for Becky or CJ.
- 322 - MC to sort the double signatory mandate out – in progress.
- 328 - Members to feedback to MD re specific issues regarding meds quotas.

Action: Yola and Mark to write to Sir Peter Bottomley regarding the issues.

- 334 - Invite Ash Soni to the joint July LPC meeting – contacted awaiting meeting date.
- 335 - Circulate the incident reporting contact – awaiting confirmation from SECAM.
- 337 - Caroline to distribute the incident form electronically as a webform to be able to distribute to contractors - awaiting confirmation from SECAM.
- 341 - Include a section on how to claim at the September contractor event – Agreed to change this action to a leaflet with claiming and services information for contractors to take away - in progress.

Action: Claiming for services letter to be sent out to all contractors – this will be sent out as a newsletter to all contractors separate to the weekly newsletter.

5: Finance update

The CPSS accounts have been received back from the accountant. The members reviewed the finalised figures from last year. The members reviewed the West Sussex and CPSS accounts YTD. No issues or queries identified.

Action: Bank cards- Alan has received a new one so has two- Becky and CJ not received bank cards, MC to chase up.

6: Market entry

Awaiting outcome

- Application to offer identified future need – Forge Wood, Crawley
- No significant change relocation – Burgess Hill

Notification received - Refused

- Unforeseen benefits – Chichester

7: Service development and Support

Slides were shared on the latest locally commissioned services data and LPC members participated in a 15 question quiz.

Updates included:

West Sussex

- AccuRx roll out to support hypertensive case finding service Coastal and South Downs PCN's due to go live imminently. Cissbury PCN pharmacies were contacted but no pharmacies live.
- Public health meeting - plans to support service delivery in progress.
- EHC PGD's in progress expires August.
- Fee uplift and Service specification reviews confirmed to be a public health priority.

Action: MH to review the remuneration of NHS Healthchecks with public health and discuss increase from 1st April 2023.

Action: MH to send contractors information on what they are commissioned to deliver and ask for feedback on challenges or training they may have.

East Sussex

- AccuRx roll out to support hypertensive case finding service Bexhill PCN live - 1st set of data showed 31 responses to 71 text messages.
- NHS Health Checks LCS - meeting with Dan Ford to discuss EOI for additional pharmacies to be onboarded. Training needs were collated and sent across this has been organised directly by Thrive Tribe.
- Smoking LCS - In process of collating data of which pharmacies require training, once this is collated Tanya Sutton will organise training sessions.
- Monthly meetings with Colin Brown Public health tobacco lead.
- Service specification reviews to take place September.
- Varenicline PGD not renewed as unable to supply.

Brighton

- AccuRx roll out to support hypertensive case finding service West Hove will be using less structured referral pathway and East Deans/Central PCN are in implementation phase due to go live in next few weeks.
- EHC PGDs circulated to pharmacies.
- Smoking service specification in discussion and review taking place.
- Flu plans in discussion regarding council colleagues.

Surrey

- AccuRx roll out to support hypertensive case finding service SASSE 1 and 3 Live, Guildford East and Epsom PCN's want to go live and are in implementation phase. COCO and Woking Wise 2 PCN's contacted.
- Supported PCN leads with presentation material for PCN meetings and presented at Leatherhead PCN meeting to support our PCN lead.
- Condom distribution service - MOU agreement sent to SCC legal team to sign off, once completed EOI will go out to pharmacies who provide sexual health services.
- 2.8% fee increase applied to all LCS.
- DPS – portal to reopen.
- C difficile service approved - Service spec expected July, go to MOG for sign off in August then EOI's to start around September time.
- Frimley- Additional pharmacies to be onboarded for Simple UTI service.
- Sexual health needs assessment working group.

Other

- NHS Community Pharmacy Smoking Cessation Service - 52 pharmacies signed up – 25 Surrey, WS 11, ES 16
- Met with Rob Hebdon NHSE Programme lead for Smoking Cessation due to him being made aware of the work I'm doing across Surrey and Sussex to support the roll out i.e., One You Surrey/Sussex and meeting with trusts to present the service. They offer support to trusts to support the pathway and facilitate meetings for go live.
- Hypertensive case finding service – 356 signed up, 69.1% of our contractors and increasing week on week. Linking in with St Johns ambulance, Covid vaccination sites and GP referrals to explore addition pathways into the service.
- Substance misuse contract Sussex- comments received back from CGL, we will review this and submit comments back, next meeting due with public health/CGL/LPC.
- AccuRx model published on NHS Futures website.
- Discussion in Surrey and Sussex to develop additional services such as weight management.
- PCN leads claimed £800 part 2 of Enhanced service, we have 4 vacancies Hayward Central, Horsham Central, West Byfleet and Surrey Heath.
- Sussex GP Self-care domain 2022/23 Prescribing incentive scheme.
- HLP 69 courses requested: 32 passed, 37 in progress.
- Fortnightly meetings to support new colleagues: Ben Sylvester, new Public Health Lead for substance misuse in Surrey, Tina Fowler, Pharmacy Liaison Lead for CGL and Georgina Gillard, Pharmacy Services lead at Kent LPC.

- Palliative Care Sussex – Jo Piper and I have contacted the pharmacies with payments outstanding, I am waiting on an update on any outstanding.
- DMS –Access to PharmOutcomes have been removed, therefore we only have the NHSBSA data to report. Discussions with trusts is ongoing as this is now part of their [CQUIN CCG7](#): Timely communication of changes to medicines to community pharmacists via the Discharge Medicines Service. It is imperative pharmacies complete this service as is essential and now monitored via claims submitted for trusts to meet their targets.

Forward view:

- Continued roll out of the GP AccuRx pathway.
- Discussion and meetings ongoing with trusts regarding smoking cessation service.
- Expression of interest Surrey CDS service, training and rollout.
- Area manager forum – TBC.
- Service clinics.
- CGL substance misuse contracts.
- Palliative care.
- Continued collation of data for PCNs without funded lead for hypertensive case finding service.
- PCN Lead support.
- Next round of PH and stakeholder meetings.
- West Sussex PGD renewal.
- Annual Review.

8: RSG Recommendations

The committee reviewed all the RSG recommendations with particular emphasis on those which apply to LPC committees. The members reviewed where actions would need to be taken to put into place the recommendations and a discussion was had around the recommendation on the LPC footprint matching an ICS. CPSS structure fit for purpose and no changes envisaged at that level. LPC meeting format discussed. Proposal to have further joint meetings. Awaiting further information from PSNC in terms of transformation.

9: AOB

Nothing raised.

10: Close

11: Future meeting dates & venue

LPC Committee Meetings

East Sussex LPC	West Sussex LPC	Surrey LPC
The East Sussex National, Uckfield, TN22 5ES 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
September Meeting + AGM Thursday 29/09/22	September Meeting + AGM Tuesday 27/09/22	September Meeting + AGM Monday 26/09/22
Thursday 24/11/22	Wednesday 23/11/22	Wednesday 30/11/22
Thursday 09/02/23	Wednesday 01/02/23	Wednesday 08/02/23

Community Pharmacy Surrey & Sussex Executive Committee:

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

8th September 2022 – 10:00 – 12:00 Venue TBC

12th January 2023 – 15:30 – 17:00 Venue TBC

30th March 2023 – 10:00 – 12:00 Venue TBC

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

8th September 2022 (Hosted by Surrey and Sussex) 10:00-13:00 Online

12th January 2023 (Hosted by Kent) 10:00-13:00 Venue TBC

PSNC Forward Dates:

2022 PSNC Meeting Dates

22nd September 2022