

Minutes of Meeting of West Sussex Local Pharmaceutical Committee

Date Wednesday 23rd November starting at 09:30.
Location: East Sussex National, Little Horsted, Uckfield, TN22 5ES.
Present: Mark Donaghy, Chair, Yola Barnard, Vice Chair, Sam Grieve, Alan Salter, C J Patel, Skye Leach, Sam Ingram, Nisheet Patel.
In attendance: Julia Powell, CEO, Marie Hockley, Deputy Chief Officer, Jess Turner, Service & Development Lead, Micky Cassar, Business Administrator, Ciara O’Kane, Community Pharmacy Clinical Lead NHS Sussex (pm).

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting.
The Chair highlighted that Jess Turner has now been appointed as the new Service Development & Support Lead.

2: Apologies for Absence

N/A

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.
It was noted that Rebecca Harrison has resigned as CCA member from the LPC.

4: Minutes of the last meeting

The Chair asked the members if they had read the 27th of September 2022 LPC minutes and if there were any issues with the accuracy. None were raised. The Chair signed the September LPC minutes as a true account of the meeting.

The members reviewed the action log:

- 337 - Caroline to distribute the incident form electronically as a webform to be able to distribute to contractors. – Complete.
- 344 - Yola and Mark to write to Sir Peter Bottomley regarding the issues. – In progress.
- 346 - Bank cards - Alan has received a new one so has two - Becky and CJ not received bank cards, MC to chase up. – In progress.
- 352 - Ask NHSE to write an article specifying what pharmacies can do with abusive customers. – In progress.
- 355 – Add the DMS numbers to the newsletter. – In progress.
- 356 - Circulate MH slides to all members prior to meetings. – Complete.
- 360 – Members to decide at the November LPC how the LPCs will look boundary wise. – Complete.

It was raised that pharmacies should be able to use the paper copy (DMS) from patients/GP’s and not have to use the digital version via the Acute Trust. This should be raised at PSNC as a change to the service specification.

Action: Raise with PSNC to request that DMS paper referrals from patients/GP’s should be allowed under the service specification.

5: Service development & support update

The members were shown the West Sussex LCS data and the Hypertensive case finding data. In Sussex there are 3 place-based pilots using AccuRx (Bexhill, Dean & Central, Coastal & South Downs). They are obtaining good figures and MH is trying to get further PCNs onboard.

LPC updates:

Sussex:

The following services are currently going through the decommission/recommission process, papers have been submitted regarding impact assessments:

- H Pylori - Unknown at this time if this will be decommissioned. Looking into the benefits for a LCS across Sussex. This is now a service across Surrey Heartlands.
- Gluten Free – This will now be decommissioned, and impact assessments are being written up for submission by the 6th of December.
- MAR Charts – This is still being assessed for patient impact. Issues with blister packs were discussed and that care agencies need clear guidelines of who is suitable and who isn’t. It was highlighted that it would be useful if GPs could refer to the pharmacy for a review of the patients need of a blister pack rather than stating that they automatically can have them. There is a template for this on the PSNC website.

Palliative care – 4 outstanding for £300 20/21 and 43 still outstanding for £550 21/22 – concerns formally raised. Awaiting new specification in final stages. It was requested that the LPC escalate the issues and that interest on these amounts are requested and that CPSS should be asking for an admin fee for the chasing payments work being carried out. It was suggested that the service should be re tendered next year to make sure there are no gaps in the service. The quantities prescribed should also be reviewed.

Action: MH to escalate the issue of non-payment as discussed.

West Sussex:

- Public Health meeting 1.12.22 (no meeting since June 22).
- EHC PGD 31 pharmacies chased to submit signed paperwork.

East Sussex:

- Public Health Meeting 9.1.23.
- Monthly meetings with Colin Brown Public health tobacco lead.

Brighton:

- Smoking service specification draft received- resubmitted fee uplift for consideration.
- Chlamydia treatment: Pgd Doxycycline expires 31/12/22.
- Request for Locally Commissioned Service payments to be made monthly has been submitted formally.
- Public Health Meeting 9.1.23.

The members reviewed the smoking LCS proposal.

Surrey:

- 155 SCC FLU vaccinations since go live, 33 pharmacies commissioned.
- Condom distribution service (CDS) - now open to any pharmacy in Surrey that is interested in Sexual health.
- CDS Training webinars: First held on 16.11.22 - 16 attended.
- CDS - Clarification for retention payment: For those attending the two training this year (16th Nov and 7th Dec) they will be paid £50 and for those that attend 10th Feb will be paid £37.50 and those that attend 17th March £25 retainer fees.
- C difficile service approved – 6 pharmacies chosen across the geography.
- H Pylori service specification – circulated to pharmacies and Head office teams.
- Update to EHC specification and PGD - any patient regardless of age over 25yr can access free EHC if the pharmacist deems the need.
- Public Health Meeting 19.1.23.

Updates:

- NHS Community Pharmacy Smoking Cessation Service 103 pharmacies signed up – 40 Surrey, WS 29, ES 34.
- Hypertensive case finding service – 378 signed up, 74% of our contractors.
- Substance misuse contract Sussex - Specification approved expected December and go live Feb 23.
- PCN lead – Funding for backfill support for Community Pharmacy PCN Leads requested from the systems.
- Service costing tool produced.
- DMS – Webinar for Surrey contractors to be pre-recorded for CPSS website.

The members viewed the total number of DMS claims including Completed and Incomplete stages eligible for payment as per NHSBSA. This data counts towards CQUIN targets for the Acute Trusts.

The members reviewed the flu statistics and also the received a GPCPCS Sussex update. There are now 82 practices live with GPCPCS in Sussex with a 55% increase in referrals in Sussex from September to October.

Forward view update:

- Continued roll out of the GP AccuRx pathway
- Discussion and meetings ongoing with trusts regarding advanced services roll out
- Surrey CDS service - Training webinars
- C Diff and H Pylori rollout Surrey Heartlands
- De/Recommissioning Gluten Free, H Pylori, MAR charts Sussex
- Support for DPS Surrey ongoing
- Area manager forum – Postponed until March 23

- PQS Clinics
- CGL substance misuse contracts – Needle exchange and Naloxone
- Palliative care
- Continued collation of data for PCNs without funded lead for hypertensive case finding service
- PCN support- presenting at PCN meetings and advising on local matters
- Next round of PH and stakeholder meetings
- Service fees and contract renewal from 1st April 23

6: LPC Self evaluation

The LPC evaluation is carried out annually. The list of questions was circulated prior to the meeting.

The members agreed with the overall self-evaluation RAG rating with one change agreed to the rating on PSNC representation.

Action: Upload the self-evaluation to the website.

7: Market entry

Awaiting outcome

Application to offer identified future need – Forge Wood, Crawley – chased November still no answer

Consolidation – East Grinstead

Application approved

No significant change relocation – Burgess Hill

8: Finance update

The members reviewed the West Sussex LPC and the CPSS accounts YTD. JT will run virtual GPCPCS teams training sessions until March which will use all the remaining ICB funding for GPCPCS. Sussex ICB have been informed that their funds have been spent. Sussex ICB have agreed to look to fund PharmAlarms for 18 months for all Sussex contractors should they wish to accept them.

It was highlighted that there is now a BH for the coronation in May and discussions should take place with NHSE now to arrange a rota service.

The services booklet will need to be recreated for the 12th of March event.

The members were reminded to send in their expense claims promptly.

Joint West Sussex LPC and East Sussex LPC meeting

9: NHS Sussex update (Ciara O’Kane)

Ciara O’Kane gave the members an update. She has been working with the LPC on GPCPCS and more practices and PCNs are coming online. She has also been working with MH and they are meeting the new tobacco lead to discuss the new advanced service for smoking cessation. There are a few categories that have arisen (with regards to MOIS) and the medicines optimisation team should circulate their workplan shortly. CO has been working with the Digital First team on GPCPCS. Trying to get funding for PharmAlarms.

10: CEO report

The members reviewed the Q3 operating plan, all actions are currently green for October and November 2022.

PCN lead funding update: Sussex ICB have been approached for funding for the Community Pharmacy PCN leads as it is a priority for the ICBs to keep them in role. The funding request is for backfill for one day per month. There are 38 leads in Sussex and therefore a significant amount of work goes into training, supporting, and attending meetings with them, therefore it has also been requested that there will be an admin fee per PCN payment for LPC support. The funding request proposal is for 16 months, and this is going to ICB finance for agreement. Once agreed this will be passed to the Committee in Common as there are 6 ICBs in the south east with the devolved NHSE contract for POD. Surrey Heartlands and Sussex are both keen to gain this funding for PCN leads. There is still HEE PCN training support funds available which JP is in discussions with HEE how best to use.

The Surrey Heartlands and Frimley shared care records are in the roll out phase and pharmacies will have access. Pushing for Sussex to get the same access which will assist with potential new services etc.

The PNAs have all been published and identified no gaps.

UTI service PGD is being discussed and GPs keen on the service as it will save appointments.

A funding bid has been successful in Surrey Heartlands for workforce development funding (2 years' worth of funding) to support access to DPP's in community pharmacy. HEE funding available for a bid around transformation and IP's and DPPs. Looking at a system bid in all 3 ICB's.

The members reviewed the Q4 operating plan. A big focus in the next 8 days will be completion of the workforce survey as 187 pharmacies are yet to complete.

Closure summit update: Meeting was held with NHSE, with reps from the 6 ICBs and LPC CEOs and rep from Boots. The aim of the meeting was to educate the ICBs on the current workforce issues. Julia Booth gave a presentation around closure figures, and it was highlighted that pharmacies are not closing because they want to, they have no choice. It was highlighted that community pharmacies cannot give advance notice of closures as this is against regulations. Surrey Heartlands are looking to support with a bank of staff when pharmacies are struggling.

Portfolio working was discussed, Sussex are creating an MoU which would allow a person to work across all areas. This is being signed off by acute trusts across Sussex.

11: PSNC update

No update.

12: TAPR update

The merger subcommittee has met with a view to how to move forward with the recommendations.

- Transformation Toolkit
- Discussion of 5 key questions
- Merger sub-committee update
- Forecast for 23/24 and 24/25

The subcommittee updated that the meeting went well, and all views were listened to and addressed. The mutual view was to look at the possibility of a merger.

The members need to decide the following:

Merger yes or no:

Number of committee members:

Levy decision:

To extend the committee period to 31st June 2023:

It was highlighted that the levy for West Sussex is currently higher than that for East Sussex. The CCA stance is the if a merger occurs the combined levies should not be an increase.

The members were shown an estimated costing for the next three years of what the LPCs need to pay to PSNC along with the LPC estimated budget. The members discussed what the best outcome for contractors would be with regards to the levy should the 2 LPCs merge. It was also highlighted that the reserves of the two committees would need to be levelled out prior to a potential merger. An EGM would need to be held for contractors to vote on the LPC recommendations for the merger. Following that, if the proposals are agreed, a new committee would be formed from the agreed timeline.

13: Timeline for 2023 committee

The proposed timeline of a potential merger was circulated prior to the meeting.

The LPCs split into their respective LPCs to discuss the matters and agree on the key questions.

The 2 LPCs merged the meeting again.

East Sussex

1 Merger decision: Yes

2 Committee numbers decision: 12.

3 Finance decision: Support lowest denominator.

4 Extend the committee time decision: The members voted unanimously to extend the current committee period until 31st of June 2023.

West Sussex

1 Merger decision: Yes.

2 Committee numbers decision: Undecided and further information requested.

3 Levy decision: A levy holiday for West Sussex was voted for and unanimous to reduce reserves to the level of those in East Sussex. It was also decided to support the lowest levy denominator.

4 Extend the committee time decision: The members voted unanimously to extend the committee period until 31st of June 2023.

It was highlighted that the 2 LPCs had not reached the same decision on committee size. It was agreed that we wait for the final version of the model constitution before a decision is agreed on by a vote of members within the two committees.

Action: Circulate final version of the new model constitution when available from PSNC to committee members for a vote on committee size to then take place with the aim to reach a consensus decision.

14: Consultation: Nuffield Trust and The King's Fund on the PSNC and community pharmacy vision and strategy

The consultation has set up initial questions which individuals and the LPC's can respond to. The first phase involves a steering group panel and advisory board being set up. The consultation has been promoted in the newsletter and contactors can submit their opinions, the LPC can also submit a response (cut-off date is the 9th of December). The questions are:

1. Thinking about the future of community pharmacy, what would "good" look like, from either a community pharmacy, NHS or patient perspective?
2. What are the key building blocks that need to be in place to achieve that ambition?
3. Thinking about past policies and developments in pharmacy practice and possible future developments, what are the key barriers to change?
4. Thinking about past policies and developments in pharmacy practice and possible future developments, what are the key enablers of change?
5. Are there innovative models of the delivery of community pharmacy services that you are aware of that should be explored during the development of the vision?

It was agreed to circulate these questions to members for responses to be collated and submitted by JP.

Action: JP to collate responses and submit on behalf of the LPC.

15: AOB

It was raised that SD is fundraising for The Little Princesses Charity. SG will forward donation link to MC to forward on to LPC members.

MD gave a brief APC update: An amalgamation of formularies from the old CCG areas has taken place. Dexcom One glucose monitor has been approved but there is an objection as there is a transmitter part that needs renewing which is expected to be supplied by pharmacy. The stance is that community pharmacy are not happy to take on this workload for no remuneration but happy to do under an LCS, or alternatively this could be supplied by the company directly to the patient. JP is seeking advice from PSNC to establish what the national stance is.

16: 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
Thursday 09/02/23	Wednesday 01/02/23	Wednesday 08/02/23
Thursday 18/05/23	Wednesday 03/05/23	Wednesday 10/05/23
Thursday 20/07/23	Wednesday 12/07/23	Wednesday 19/07/23
Thursday 14/09/23 Short meeting + AGM – Venue TBC	Wednesday 13/09/23 Short meeting + AGM – Venue TBC	Wednesday 20/09/23 Short meeting + AGM – Venue TBC
Thursday 23/11/23	Wednesday 22/11/23	Wednesday 29/11/23
Thursday 08/02/24	Wednesday 07/02/24	Wednesday 14/02/24

Community Pharmacy Surrey & Sussex Executive Committee:

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

12th January 2023 – 15:30 – 17:00 Online

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

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

12th January 2023 (hosted by – Kent) 10:00 – 13:00 Online

PSNC Forward Dates:

National Meeting of PSNC and LPCs 2023: Thursday 18th May 2023, 10am-3pm, Location: Online

Annual Conference of LPC Representatives 2023: Thursday 12th October, 10am-3pm, Location: London