

Minutes of Meeting of Surrey Local Pharmaceutical Committee

Date: Wednesday 8th February 2023.
Location: Tyrrells Wood Golf Club, Leatherhead, KT22 8QB.
Present: Jay Patel, Chair, Hemal Chudasama, Vice Chair, Purvi Shukla, Treasurer, Jaymil Patel, Jay Amin, Chris Scoble, Neha Soni.
In attendance: Julia Powell, CEO, Marie Hockley, Depute Chief Officer, Micky Cassar, Business Administrator, Jess Turner, Service Development & support Lead, Hursh Gagda, NHS Surrey Heartlands Community Pharmacy Clinical Lead (am).

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting.

CCA Reporter: Purvi Shukla

2: Apologies for Absence

Sejal Patel, Emma Guy.

3: Governance Matters

The Chair asked if there were any changes to the Declarations of Interest. Nothing was raised.

The members were reminded by the Chair of the LPC constitution and the Nolan principles.

4: Minutes & Matters arising

The Chair asked the members if they had read the 30th of November 2022 LPC minutes and if there were any issues with the accuracy. No issues raised. The Chair signed the November LPC minutes as a true account of the meeting.

The action/decision log was reviewed.

Actions in progress:

290 – Share the paper written by HG. – In progress.

291 - JT to contact the practices that are not using GPCPCS correctly. - In progress.

5: Service development and support update

The members reviewed the LCS data. The levels are still not as they were pre Covid, MH has asked Surrey County Council for an uplift in fee for all services. They are unable to confirm this at this time, MH will update in due course. The NHS Healthchecks program work is ongoing.

In West Sussex there is a 2 tier stop smoking program, which is working well. Aiming to look at the commissioning landscape and what's viable in each area enabling GPs to signpost to the relevant pharmacies.

The members reviewed the AccuRx hypertensive case finding data, there are currently 3 place-based sites. The digital team have included it in the pathway so practices can use it. It was asked if we can get the AF commissioned separate to BP. MH has entered CPSS/NHS Sussex in the HSJ awards for 2 categories with the hypertensive work. The case study MH has prepared has also been sent to the editor of the PJ.

LPC updates:

Surrey

- SCC LCS FLU vaccinations. This number is down slightly from last year however the final figures are not known at this time.

Action: MH to send a reminder re the flu data for this service.

- Condom distribution service (CDS) Training webinars: Feb and March 23. The relationship between CPSS and PH has been very beneficial for this. The set-up fee was decreased depending on which month the pharmacy came onboard. The training needs to be attended if providing chlamydia service and treatment. There have been events and will be more throughout the year.
- Public Health Meeting 19.1.23- Discussed BP+ and NHS Healthchecks, asked for review of fees and Substance misuse service spec to reflect unsupervised workload.
- Surrey Downs Place have created a UTI service, the service spec is written and the PGD just needs to be finalised.

- Hursh Gagda is working on the IP Pathfinder proposal and is currently finding out how many IP's there are and a working group has been set up. This is in the initial stages but the EOI needs to be submitted by the 28th Feb.
- C difficile. 6 Pharmacies have now signed up.
- H Pylori. EOI went out in October and contracts will be signed shortly.

Sussex: The following services are currently going through the decommission/recommission process.

- H Pylori - Sonar decommissioned – Agreed to have a Sussex wide service. Those that are providing currently will continue under the historical contract.
- Gluten Free – Sonar decommissioned – Confirmed as Decommissioned. 30th April last date (only WS). Have up to 31st of May to put in any claims. Again, any existing claims need to be through new SBS route.
- MAR Charts - In process of discussion.
- Palliative care – All contractors paid apart from 7 outstanding (bank details are being obtained).

West Sussex

- Public Health meeting 1.12.22 - Discussed the fee uplift, review of service model and how pharmacies can be supported to deliver.
- Meeting 31st Jan 23 to discuss proposed tariffs. There is another PH meeting next Friday where this will be discussed.

Brighton

- Smoking service specification confirmed. The fees are better than previously. Priority and non-priority criteria.
- Chlamydia treatment: PGD Doxycycline expires 31/12/22 - service has been suspended, awaiting recommencement date.
- Monthly payments have been agreed as of 1st of April.
- Public Health Meeting 9.1.23 – Discussed HLP service and incorporating Alcohol Brief intervention, training events and CGL.

East Sussex

- Public Health Meeting 9.1.23.
- Working with Colin Brown Public health tobacco lead on East Sussex Tobacco strategy – LCS fees discussed.

NHS Community Pharmacy Smoking Cessation Service -110 pharmacies signed up – 43 SY, WS 29, ES 23 B&H 15. There is a tobacco steering group in Feb where MH will be presenting. Once the leads are in place in the acute trusts the referrals can be shaped.

Hypertensive case finding service – 388 signed up- Surrey 153, WS 74, ES 116, B&H 45

DMS. Meeting next week where MH will push to get PharmOutcomes reports to be sent to her which enables her to support and target the outstanding referrals.

- Ciara O’Kane setting up meeting with SCFT,
- SASH, Epsom and St Hellier, SPFT, SCFT - Not live.

The members received a GPCPCS update. All PCN’s are now set up apart from one. Completion rate for Surrey is stable, dropped referral numbers have reduced. It was highlighted that some inappropriate referrals are happening after all the GP emergency appointments are taken. JT will discuss with HG.

Action: JT to discuss with HG re inappropriate referrals.

Forward view:

- Continued roll out of the GP AccuRx pathway.
- Discussion and meetings ongoing with trusts regarding advanced services rollout.
- Surrey CDS service- Training webinars- Feb 23 and March 23 with more dates TBC.
- C Diff and H Pylori rollout Surrey.
- De/Recommissioning Gluten Free, H Pylori, MAR charts Sussex.
- Support for DPS Surrey ongoing.
- Pharmacy Manager forum – Postponed until Q1/Q2 23.
- PQS and Service 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 Lead 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.

NHS Healthchecks: the members were asked if there would be an appetite for a NHS Healthchecks evening meeting (there is a daytime one scheduled) to encourage service delivery. It was agreed to let the initial NHS Healthcheck daytime meeting go and see if there is a large turnout and if so, host an evening meeting.

DPS: It needs to be highlighted especially to independents the need to register on Proactis. The portal may close 31st of March, MH is trying to get this clarified.

6: PSNC Update

It was proposed to move to one rep across SE which was accepted by PSNC. SK has stated that he will not be reapplying for the regional representative role, the members agreed to send a card of thanks to SK.

Action: Send electronic card to SK.

The PSNC election process for the new South East regional rep has started and current IND contractors EOI have been requested. There is currently one EOI, if nobody else is nominated they will automatically be elected.

Number of press articles from PSNC re lobbying of MPs (further update later). Contraception management is coming out but didn't want to launch until IT platform ready. Still working through details of the program. Hypertensive case finding service, small changes will be made in the next couple of months re requirements of how to communicate with GP. Funding work is still ongoing, the data PSNC are getting is very good and balanced. Trying to negotiate a way of getting the Government to review pricing. Remuneration, issue we have currently, funding envelope is made up of fees and margin. The more services that can be done that are outside the envelope is where we need to focus. There are two barriers to LCS's, complicated to do, and if there is conflict in it. Identify what the conflicts are and see how you can work round it. Complexity, see how you can simplify. Have a day dedicated to a service, to be able to be proactive rather than reactive.

An emergency meeting took place with Rishi Sunak PM, which was attended by Surrey LPC Chair, Jay Patel. Asked what the core issues on the ground were and what can be done. Funding, workforce issues were highlighted and opportunities of what we can support with CPCS, BP check etc which can be done if more funding is secured.

7: NHS Surrey Heartlands & Frimley

Hursh Gagda – Community Pharmacy Clinical Lead, NHS Surrey Heartlands

Yinka Kuye – Community Pharmacy Clinical Lead, NHS Frimley

YK gave the members an update. Pharmacy First service: meeting with ICB exec and conversations with finance who are all behind the concept. IP pathfinder work is taking place with a meeting planned tomorrow with exec team to discuss the Frimley proposal and share ideas. This will then go to the medicines optimisation meeting. YK requested to add the link to the CPSS newsletter. There is a draft spec for Pharmacy First which is not available for circulation to the LPC yet.

Action: Add link to Frimley IP identifier to the newsletter.

As a proposal they are looking at a rota system where prescribers can come into each locality. It was discussed how this would work with indemnity within the pharmacy, this will need to be addressed. Looking at how they can support the prescribers to engage in the service. The deadline for the proposal is the 28th of February.

Also looking at finalising the palliative care service, three months' notice for the new contract. EOI has been circulated. YK to send MH details for newsletter.

Action: YK to send details of EOI to MH for newsletter.

It was asked if the email that has been circulated has also gone to pharmacies with regards to the meeting on the 14th of February. This meeting is only for meds management and not for pharmacy contractors.

Action: YK to send invite to the meds opt meeting on the 14th Feb.

No updates on the Frimley UTI service. Looking at doing a comm to promote but not yet.

8: Market Entry

Awaiting response

Unforeseen benefits – Guildford Road, Ash parish – Appeal

Consolidation – Caterham
Consolidation – Cranleigh
No significant change relocation – Woking
No significant change relocation – Haslemere
Dispensing Doctors relocation – Edenbridge
Consolidation – East Molesey
Inclusion on the pharmaceutical list - Ash Vale
Consolidation – Farnborough

The members reviewed upcoming closures.

9: CEO Report

JT and JP attended a surgery event in Reigate which was aimed at networking. All community pharmacies around that surgery attended as well as all the GPs and a number of PCN and practice pharmacists. It was very positive and helped understanding what each do, and this is likely to become a regular meeting.

PCN leads: Surrey Downs place are funding for backfill (one day a month), rollout of the UTI service and to pay for PharmAlarms. Surrey Heartlands and Sussex ICB have also placed successful bids for CP PCN Leads service. The LPC payments will be under MoU and an LCS will be in place to have a contract with PCN lead companies for their payments.

There are PCN vacancy leads at this time, staffing support is needed for some leads. A database could also be set up available for all leads so they can share information of what's happening in theirs and others PCNs to increase communication. We will have funding across Surrey and Sussex to support (through the LPC PCN admin fees). All current leads will be contacted to see if they wish to be part of the service (and receive the backfill funding).

Looking to rollout access to Surrey shared care record and Frimley shared care record. Both looking at pilot phase currently. Frimley have 5 pharmacies (Day Lewis) however there is no update at this time if this has started.

PQS is in the claim stage currently. There are a number of pharmacies that have not hit the NMS gateway criteria. They have been sent communications however it is likely that due to workload some contractors are opting out of PQS.

In December in response to the antibiotic shortages, a successful process was set up in Sussex which has been favourably mentioned as to the joint working between meds management, secondary care and community pharmacy. 6 pharmacies were identified that were open over the period across the Sussex locality and the local hospital supported them with antibiotic supplies. The outcome was a reduced attendance at Sussex hospitals and collaborative working was excellent. Eileen Callaghan has written a paper around what the system did, benefits, impact and what could be done differently should this happen again. This has been submitted to NHSE regional and national level.

NHS Sussex: There is a new appointment for Chief Pharmacist, Helen Porter.

PSNC requested LPCs contact MPs re pressures in community pharmacy. This was sent to all the MPs across our patch, and we received responses from 3. Sir Peter Bottomley MP also did a pharmacy visit to Boots in Worthing.

Reports from local meetings

NHSE meeting – BH directed rota ends April 2023 and is now being looked at to recommission the service. NHSE are reviewing the current fee and spread of opening hours. They have asked for feedback from the CEOs in the South East, an uplift of fee is unanimous from contractors. JP will be pushing back for this.

Devolved contract in Surrey. This has been running as a committee in common all 6 ICBs sit on this committee. From 1st April this committee in common was due to end. The 6 ICBs are in different states of progress so it has been decided to extend the committee in common until 31st June before being fully devolved. Surrey Heartlands is looking at integrating optometry, dental and community pharmacy into their infrastructure within the ICB and an engagement plan has been developed to support this. There are now a couple of new meetings e.g. Primary Care Advisory Board that we are now invited to. They would also like contractor involvement on this committee so looking in the future to pay a contractor backfill to attend the committee with a proposed day rate (£500.00 one day a

month). JP confirmed LPC will stay on committee with addition of a contractor. More details will follow and then as a LPC support a contractor to be appointed.

Surrey Heartlands also want to run a pharmacy contractor event in April (evening) ICB will present in terms of their involvement with community pharmacy and the wider system. Contractors will be encouraged to attend. Further info will be circulated when available.

The members were encouraged to talk to pharmacy teams to promote the CPSS conference on the 12th of March. Janet Morrison is now unable to attend the CPSS conference but will be prerecording a message for the day. Delegate sign-ups will be asked if they have specific questions for JM which can be responded to this way.

Action: Ask delegate sign-ups for questions for Janet.

10: TAPR Update

The Surrey SGM took place 06/02/23. The final vote was that 100% of votes accepted the changes. In Surrey this means adopting the new model constitution as of 1st of April and also moving from 9 to 10 committee members. The ICB footprint doesn't match in Frimley but the recommendation agreed as part of the vote is to leave it as it is. West Sussex SGM was last night and East Sussex on Thursday. The proposal is to merge to one Sussex LPC, the main reasons being minimum recommended contractor numbers and also to match the Sussex ICB footprint. As there is a potential merger they will not go a new committee on the 1st April, there will be a three month extension until 1st July. CPSS exec will change slightly as it will have Chair and Vice Chair from 2 LPCs. The collaborative agreement has been signed by Surrey Chair and West Sussex Chair for a 3-month extension to the 30th June 2023. With a new collaborative agreement coming into force for the 1st of July with 2 LPCs.

Next steps for Surrey: election for new committee, MC will send our EOI to IND. Moving from 9 to 10 committee members. IND – 5, 4 CCA, 1 AIMp. If more than 5 IND EOI's are received it will go to vote from IND contractors. CCA, and AIMp will be contacted for them to nominate who they wish to have on the committee.

It has been discussed if we should review representation as this should be done 6 months before the new committee date. If there are any significant changes this will be reviewed.

The outcomes of the SGM votes will be highlighted to contractors.

Action: Highlight outcomes of SGMs to contractors.

11: Finance Update

The members reviewed the CPSS accounts YTD, no questions were raised.
The members reviewed the Surrey accounts YTD, no questions were raised.
Budget 2023-34.
Expenses policy reminder.

A new Surrey LPC payroll needs to be set up by March for honorariums.

Action: Set up a Surrey payroll for honorariums.

12: Operating plan

The operating plan was reviewed by the members. All feedback from the 3 LPCs will be collated and once a final operating plan is agreed this will be signed off and uploaded to the website.

13: AOB

14: Close

15: 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 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 15/02/24

Community Pharmacy Surrey & Sussex Executive Committee:

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

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

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

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