

### Meeting Minutes

<b>Date:</b> 6 <sup>th</sup> September 2023	<b>Chair:</b> Pete Shergill (PS)
<b>Venue:</b> MS Teams, Virtual	<b>Chief Officer:</b> Peter Prokopa (PP)

<b>Present:</b> Dev Dalvair (DD)            Ali Din (AD) Pete Shergill (PS)        Peter Prokopa (PP) Lawrence Hancox (LH)    Emily Crabbe (EC) Rebecca Butterworth (RB) Bhupinder Malhi (BM)    Sukhjit Gill (SG)	<b>2. Apologies</b> Alison Compton (AC)
	<b>Guests:</b> Dan Attry - ICS Head of Community Pharmacy Clinical Services Jas Heer – Regional CPE Rep

923.1	<b>Welcome, Intros, Apologies</b>  The Chair opened the SLPC meeting at 7.40pm and welcomed members to the meeting. The Chief Officer provided an overview of the key agenda points. Introductions were made for the new member and SG introduced himself. Guests JH and DA were introduced.	
923.2	<b>Governance</b>  a) Declarations of interest relevant to the agenda: None b) Outstanding Declarations of interest/Conf Agreements: PP reminded members to submit asap.	
923.3	<b>Minutes</b>  Minutes of 26/07/23 proposed by RB and seconded by AD.	
923.4	<b>Matters Arising – Nil.</b>	
923.5	<b>Autumn Vaccination Programme</b>  PP had circulated a link regarding recent changes and asked JH to provide an update. <a href="https://cpe.org.uk/our-news/c-19-vaccination-programme-brought-forward/">https://cpe.org.uk/our-news/c-19-vaccination-programme-brought-forward/</a>  JH shared his frustrations but overall, a great opportunity to deliver the service. Extension to EOI was welcomed and can see the rationale for dual vaccination although fees reduced. RB gave an update on service commencement and stock availability over the next week or so. BM shared that flu vac was arriving next week and had sent an EOI but limited info available other than confirmation – this was hugely frustrating – action to check if this was isolated or common. JH confirmed more details will follow from 7 <sup>th</sup> Sept. SG as a previous C19 provider had not received up to date info either. DA explained there would be a lag between confirmation and service info availability. AD shared that there was a Black Country action group to reach out to Sharon Rawlinson at ICB – DA will make contact to provide information.	PP
923.6	<b>ICB Update</b>  PP thanked DA for attending and providing a PowerPoint update for last mtg. DA presented his most recent deck.	

	<p>NHSE WM branch hosted by BSOL working on behalf of all 6 ICBs – known as Office of West Mids Team. Still covering rotas, CPAF, change of hours etc. Issue 8 of a CP Newsletter went out today and is a bi-weekly communication. DA asked for feedback...sent via NHS mail by the ICB comms team for Black Country only. Limited visibility at the local level.</p> <p>Extended Care Services and Advanced OC Service – Ph’s were not claiming 7-day follow up for extended services, average 67-80% claiming – payments therefore not made – no follow-up, no payment. 127 CP providers across BC to provide UTI service (29 in Sandwell); 81 Ph registered for Adv OC Services in BC, 28 in Sandwell. Little progress of Tier 2 OC pilot.</p> <p>DMS and CPCS – an update on CPCS volumes was provided and Sandwell was lowest engagement but may be due to success of Pharmacy First. May need to revisit use of funding to support this activity. DMS referrals commenced end of May. Dan asked for feedback in terms of volumes to be reported back to him. DD shared his experience and DA asked for that feedback to be sent formally for him to take forward.</p> <p>NMS Depression Ext Pilot – 9 Sandwell pharmacies registered with 6 live, activity in 2. Would welcome LPC support in growing numbers. RB shared her experiences on patient contact and had also sent to DA.</p> <p>Hypertension Case Finding – Reminder all pharmacies must use the IT system to record and get paid for the service. One difference of note was Sandwell is SystemOne and referrals appear via NHS mail rather than PharmOutcomes with EMIS. Figures were also shared. Ambulatory could do with improvement. A comparison with prior year activity was also shared.</p> <p>Common condition service expected at end of year. Training/webinars will be required.</p> <p>NHSE is working on an IT system to allow patient record views with a write-back facility.</p> <p>IP Pathfinder Programme – DA provided a thorough update. All 42 ICBs approved. 4 pathfinder sites in BC. Newsletter provides further details. Site funding information was shared. EOIs must be submitted by cop 18<sup>th</sup> Sept. A lot of work underway in the background. Peer support and supervision will be required.</p> <p>PP invited questions. PS thanked DA for his comprehensive update.</p>	All
923.7	<p><b>Stakeholder Updates</b></p> <p>NHSE/CPM/CPE/SMBC</p> <ul style="list-style-type: none"> <li>• Sandwell MBC &amp; Oral Contraception</li> <li>• NHSE CD Newsletter</li> </ul> <p>JH provided an update on a CPE perspective. He will also share a slide deck. Seeking views of pharmacy owners before the next meeting in October. There is a pharmacy owners engagement mtg on Sept 18<sup>th</sup> .</p> <p>Primary care recovery plan – no further progress. Aiming to make it more workable for PH. Feedback had been provided and listened to. There will be an IT solution required for referrals and minimising transcription.</p> <p>Year 5 is now in play. Negotiations are open and ongoing.</p>	JH
	AOB – None.	

Confidential Section

	<p><b>Confidential Agenda 6<sup>th</sup> September 2023</b></p> <p>Commenced 8.30pm.</p>	
923.8	<p><b>Confidential Minutes</b></p> <p>BM and AD approved.</p>	
923.9	<p><b>Member Vacancies</b></p> <p>Continue to push for recruitment and notice published on website.</p> <p>LloydsPharmacy (CCA) selling contracts – proportionality is remains unchanged.</p>	
923.10	<p><b>Matters Arising</b></p> <p>Nil.</p>	
923.11	<p><b>Financial Report</b></p> <p>a) <u>LPC Accounts 22-23</u>: Awaiting an update from accountant on loan provision...LH had contacted both Patara and CHS. AD was happy to expedite if needed. Members agreed to approve the accounts noting we had raised a query with the accountants. Aim is to have the query resolved by the AGM date. Push on.</p> <p>b) <u>Current position</u>: LH provided an explanation of the numbers. £40,519.84 in primary account and £52,292.64 in secondary (grant) account.</p> <p>Claims from Haleema were expected to come in and further work was expected.</p> <p>Address for correspondence needs to be updated – LH had suggested use of his home address.</p> <p>LH welcomed Sukhjit Gill – account details required for payment details.</p>	<p>LH</p> <p>SG</p>
923.12	<p><b>Administration</b></p> <p>a) Conference of LPC Reps 12<sup>th</sup> Oct '23 – choose 2 CPS delegates PP and RB volunteered. Any other interest can be sent to PP. Virtual option is available and AD requested.</p> <p>b) <u>CPS Website</u> PP updated.</p> <p>c) <u>Member training</u> PP reminded members of available training</p> <p>d) <u>AGM – topic – for discussion</u> Yemeni Centre had been booked by AD.</p>	
923.13	<p><b>Regulation &amp; Market Entry</b></p> <p>a) Reduction of hours – Tesco Cradley Heath</p> <p>b) Updated Annex C information</p> <p>c) Change of ownership application for Bestway National Chemists Ltd at 86 Hill Top West, West Bromwich, B70 0RT by RJR Chem Ltd.</p>	
923.14	<p><b>AOB</b></p>	

	<p>MYS issues in August raised by AD. PP explained there had been a communication re inability for claims to be entered after a certain date. There is a work around solution by way of a spreadsheet upload for prior month claims not input. PP will forward the information email.</p> <p>Highlighted importance of improving communications for c19 vaccination programme.</p>	PP
923.15	<p><b>Next meetings and close:</b></p> <p>Next meeting dates:</p> <ul style="list-style-type: none"> <li>• Tuesday 10<sup>th</sup> October (F2F, evening, AGM followed by regular mtg) TBC</li> <li>• Wednesday 29<sup>th</sup> November (F2F, daytime)</li> <li>• Wednesday 17<sup>th</sup> January (Teams, evening)</li> <li>• Wednesday 6<sup>th</sup> March (F2F, daytime)</li> <li>• Wednesday 24<sup>th</sup> April (Teams, evening)</li> </ul> <p>Close 9.35pm.</p>	