

**MINUTES OF THE COMMUNITY PHARMACY STAFFORDSHIRE AND STOKE-ON-TRENT(CPSSOT)**

**held on**

**Wednesday 8<sup>th</sup> May 2024**

**Dean & Smedley, Burton upon Trent**

<b>MEMBER</b>	<b>CATEGORY</b>	<b>8<sup>th</sup> May</b>	<b>10<sup>th</sup> July</b>	<b>11<sup>th</sup> Sept</b>	<b>13<sup>th</sup> Nov</b>		
Lucy Dean (LD) Chair	AIMp	✓					
Raj Morjaria (RM) Vice Chair	independent	✓					
Chris Ward (CW)	CCA	✓					
Jeet Patel (JP)	CCA	✓					
Indy Grewal (IG)	Independent	✓					
Lee Ison (LI)	Independent	✓					
Eleanor Lawton (EL)	CCA	✓					
Alex Zahorodhyj (AZ)	CCA	✓					
Helen Watton (HW)	AIMp	✓					
Hema Morjaria (HM)	independent	✓					
Ashwin Patel	CCA	A					
Rahul Sharda	Independent	✓					
Simon Hay (services Manager) (SH)	Officer	✓					
Gillian Mason (GM) (IT Support Officer)	Officer						
Tania Cork (TC)Chief Operating Officer	Officer	✓					
Andrea Hawkins (AH) Treasurer	Officer	✓					

✓ Present / A Apologies for absence / Absent X / R Resigned/ S sick/ N/A Not applicable \* Member unable to attend all or part of meeting due to attendance at a meeting elsewhere on behalf of the CP on the same day.

GROUP WORK:  
GOVERNANCE SUB COMMITTEE

Jane Banks and Holly France from Reed Wellbeing joined the meeting virtually to give a presentation on Path to Remission.

Path to Remission in Staffordshire and Stoke on Trent started on 1<sup>st</sup> September 2023 and provides support for people with Type 2 diabetes by weight loss and healthy living.

Jane and Holly gave an explanation of what they do and how it came about. They also explained the eligibility criteria and went through the steps for a successful referral.

The programme is offered on a face to face or virtual option.

They use a Total diet replacement – nualtra and it is completely free. Progress is monitored by taking blood pressure, monitoring weight and blood glucose levels.

Question:

Members wanted to know how Community Pharmacy tie into this and what they need from CPs.

Answer: GPs must sign off the programme so all CP would have to do is refer patients to their GP.

This is a stumbling block as CP often see patients that don't want to go to the GP and there's no way round this. Also, there is no financial incentive for CPs.

JB and HF would send bitesize information to LPC that they could distribute it to CP to make them aware of the scheme.

It was agreed that this was frustrating as CP don't gain anything and are very capable of referring patients to the correct healthcare services.

### **Stakeholders Mapping exercise**

Members made a list of stakeholders and stated their importance and the relationship CP have with them.

Take Action/Monitor /Maintain/Ignore

**ACTION:** To type up the results and put them in a table.

Put on agenda for Julys meeting.

	<b>Welcome/Apologies/Introductions/Announcements</b>
	Chair (LD) and TC welcomed everyone to the meeting and introduced the new member, Rahul. AP sent apologies
	<b>Declarations of Interest (DoI)</b>
	<ul style="list-style-type: none"> <li>• Simon – Central Health</li> </ul>
	<b>Approval of minutes from previous meeting and Competition Law approval</b>
	<ul style="list-style-type: none"> <li>• It was agreed to go through the minutes and make appropriate amendments.</li> </ul>
	<b>Matters arising from previous meeting</b>
	<p>TC is doing a slot on local radio once a month and asked for ideas on what areas she should cover in the future. June – Hypertension, July – Insect Bites.</p> <p>Another idea suggested was embarrassing conditions – promote that the consultation room could be used.</p> <p>MAPCOG – the meeting was attended as some LPCs wouldn't boycott. It was made clear that LPCs were not happy that they weren't consulted and that it shouldn't happen again. NHSE agreed.</p>
	<b>Action Log</b>
	<ul style="list-style-type: none"> <li>• The Action Log can be found on Teams for everyone to update. The completed actions were removed, and the Log will be updated with Actions made throughout the meeting.</li> </ul>
	<b>Reports</b>
	<ul style="list-style-type: none"> <li>• <b>FINANCE</b> All the figures have been added to the Monthly Budget Template. It was decided to complete the LPC Survey as it is anonymous. We went over the questions and AH will complete the survey online. The Budget was approved. It was decided to leave the levy as it is for the present.</li> <li>• <b>GOVERNANCE</b> The salary increases had been finalised and letters given to individuals. They are now discussing ways to recruit for the CP Services Coaches with EL emailing NHS jobs to if we can use that platform.</li> <li>• <b>COMMUNICATIONS</b> The sub-grouped the committee on future plans for the Comms Strategy. Most of this work was from the morning working session. The group also mentioned a survey they have devised for contractors and locums. Gillian Mason to transfer to a survey platform</li> <li>• <b>NATIONAL COMMUNITY PHARMACY ENGAGEMENT FORM</b> LI discussed the forum he attended and its future work. He answered all the questions from the committee members and will take feedback to the next meeting.</li> <li>• <b>CHAIRS REPORT</b></li> <li>• <b>CHIEF OFFICERS REPORT – new staff member</b> TC briefed the committee on two new members of staff, their names, start date and background. Laptops and mobile phones have been issued. Gillian Mason will organise email addresses asap.</li> <li>• <b>SERVICES REPORT</b> SH talked through his services presentation. We also discussed substance misuse contracts and increased fees.</li> </ul>

	<p><b>Confidential matters/issues</b> TC discussed, in the closed part of the meeting, any issues and took comments and guidance from the committee members</p>
	<p><b>GP Connect</b> TC and SH gave an update on GP connect and how it will work in the future to support services delivered by pharmacies.</p>
	<p><b>Numark</b> Peter Walker talked to the group regarding what he could do to support the contractors in the area. He also mentioned free venue hire for LPC meeting. He would also support us by sharing tips, newsletters etc.</p>
	<p><b>POD</b> SH informed the group that a new surgery was about to come on board. The POD was working well now, and it is hoped that commissioning will be in place for more PCNs to be rolled out. Pharmacies are feeding back that the workload for ordering prescriptions for patients has been reduced and they welcome this. There was a discussion around Accurx and how it may be used in the future.</p>
	<p><b>CRIS</b> TC and SH briefed the group on this pilot. The initial work was undertaken in NSLPC, then put on hold. This was now due for a re-launch. TC showed the group the flowchart that pharmacies and the CRIS team will work from. The pilot will start with UTI in males that are referred to community pharmacies.</p>
	<p><b>Count it Out</b> TC explained about the idea of working with an asthma specialist that is looking at sustainability issues with waste inhalers. Discussion around the table included logistics, cost, willingness for patients and pharmacies to take part.</p>
	<p><b>Pharmacy First</b> SH gave a comprehensive talk on the PF service and data received so far. The group discussed the lack of data, referrals and how the new CP Service Coaches can support pharmacy staff.</p>
	<p><b>Policy and Advisory</b> TC discussed some the enclosures handed to the members and answered any questions.</p>
	<p><b>CPCL update</b> Sam Travis joined virtually and talked about IP Pathway – they now have 4 sites live out of the 5 that were allowed. The 5<sup>th</sup> decided to delay. 280 patients have been seen to date and it seems to be building quite quickly. They are encouraging CP to identify patients. This is giving ST examples of how the scheme would work nationally. Staffordshire is seen as a trail blazer. ICB- LPC will get £25 - £26,000 to develop CP Engagement Leads. The person will support relationships between GP and CP. ST will be asking LPCs opinion. ST agreed that lack of data from the PF service, to share with us, is unsatisfactory. Smoking Cessation (TLH service) – Jackie Buxton and Eleanor Carnegie, from NHSE, are working hard to try and retain the funding so they can keep this going. ST confirmed that NHSE are aware of how good Staffordshire is and this is fed back nationally. The ICB are launching Minor Ailments Service which will be rolled out into a very few socially deprived area of Staffordshire – this is slightly delayed due to PharmOutcomes. The template should be available soon. IPMO Meeting – is on Tania’s meeting plan. We need a strategic plan on integrating Pharmacy into ICB and Medicine Optimisation</p> <ul style="list-style-type: none"> <li>• NHSE – priorities and planning</li> </ul>

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	<ul style="list-style-type: none"> <li>• ICB – Joint forward plan</li> <li>• Patient Safety</li> <li>• Greener NHS</li> </ul>
	<p><b>Market Entry</b> TC informed the members that all market entry was being updated by Gillian and is available on TEAMS</p>
	<p><b>Open Invite for contractors/guests at LPC Meetings</b> The committee discussed the procedure that we will take regarding observers and guests to the LPC meetings.</p>
	<p><b>Review of Actions</b> TC read out the action from the meeting</p>

	<p><b>AOB</b> – CW discussed about annual complaints and the complicated system this involves particularly for pharmacies with multiple sites. We need to ask what are done with the reports and what is learnt by them – if any. TC to invite NHSE to LPC meeting</p>

**If you are unable to attend, please send your apologies to**

**Tania Cork [taniacork@cpstaffsstoke.org.uk](mailto:taniacork@cpstaffsstoke.org.uk) or Andrea Hawkins [andreaawkins@cpstaffsstoke.org.uk](mailto:andreaawkins@cpstaffsstoke.org.uk)**

Date	time	Venue	chair
Wednesday 10 <sup>th</sup> July	9:30	Keele	LD
Wednesday 11 <sup>th</sup> September	9:30	Dean & Smedley	LD
Wednesday 13 <sup>th</sup> November	9:30	Dean & Smedley	LD

These minutes are signed as being a true record of the meeting, subject to any necessary amendments being made, which will, if any, is recorded in the following meeting’s minutes.

Signed: .....Position: .....CHAIR..... Date: .....11/9/2024

Signed: ..... Position: .....CO.....Date: .....11/9/2024

During this meeting, along with these minutes, there was a constant check to ensure no discussions could constitute to breaking competition law.

Signed..... .....position.....Governance and competition law.....Date...11/9/2024

