



Community Pharmacy Cheshire and Wirral



Meeting Minutes

For the Zoom meeting held on Wednesday 13 January 2021, 9am-12.15pm

1	<p>Present</p> <p>Members</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Nadia Ali</td><td>CCA</td><td>NA</td></tr> <tr><td>Daniel Byatt</td><td>AIMp</td><td>DB</td></tr> <tr><td>Ian Cubbin</td><td>Independent</td><td>IC</td></tr> <tr><td>David Crosbie</td><td>CCA</td><td>DC</td></tr> <tr><td>Stuart Dudley</td><td>Independent</td><td>SD</td></tr> <tr><td>Heather Johnson</td><td>CCA</td><td>HJ</td></tr> <tr><td>Anna Mir</td><td>CCA</td><td>AM</td></tr> <tr><td>Sally Lloyd</td><td>CCA</td><td>SL</td></tr> <tr><td>Dane Stratton-Powell</td><td>CCA</td><td>DSP</td></tr> <tr><td>Stephen Thomas</td><td>CCA</td><td>ST</td></tr> <tr><td>Lee Williams</td><td>Independent</td><td>LW</td></tr> <tr><td>Katrina Worthington</td><td>CCA</td><td>KW</td></tr> </table>	Nadia Ali	CCA	NA	Daniel Byatt	AIMp	DB	Ian Cubbin	Independent	IC	David Crosbie	CCA	DC	Stuart Dudley	Independent	SD	Heather Johnson	CCA	HJ	Anna Mir	CCA	AM	Sally Lloyd	CCA	SL	Dane Stratton-Powell	CCA	DSP	Stephen Thomas	CCA	ST	Lee Williams	Independent	LW	Katrina Worthington	CCA	KW	<p>In Attendance</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Suzanne Austin</td><td>CS&DP</td><td>SA</td></tr> <tr><td>Adam Irvine</td><td>CEO</td><td>AI</td></tr> <tr><td>Alison Williams</td><td>BSO</td><td>AW</td></tr> <tr><td>Tom Knight</td><td>NHSE</td><td>BP</td></tr> </table> <p>Apologies</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Andrew Hodgson</td><td>Independent</td><td>AH</td></tr> <tr><td>Wesley Jones</td><td>CCA</td><td>WJ</td></tr> </table>	Suzanne Austin	CS&DP	SA	Adam Irvine	CEO	AI	Alison Williams	BSO	AW	Tom Knight	NHSE	BP	Andrew Hodgson	Independent	AH	Wesley Jones	CCA	WJ
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2	<p>Welcome, Apologies and Expressions of Interest</p> <p>DSP chaired and welcomed members, including new CCA member Anna Mir, to the first committee meeting of 2021.</p> <p>Apologies were received from AH and WJ.</p> <p>No expressions of interest were received.</p>																																																							
3	<p>Suzanne Austin, Chair of the Cheshire LPN</p> <p>SA updated members on the following LPN/NHSE business:</p> <ul style="list-style-type: none"> • An email was forwarded to the committee from Dr Jonathan Griffiths regarding representation on the emerging Integrated Care System; this has been shared with all North West LPCs. The invitation is for two pharmacy representatives to be part of the membership offering assurance that the Chair and CEO want primary care representation to be across the whole of primary care and local authority. • GP CPCS continues to roll out with a keenness from GPs to support solutions which reduce workload in the current climate. DSP asked for an update on activity and these figures were shared; activity appears to be taking place in pockets. 																																																							

	<p>Members shared their experiences of the service to date, including examples of patients being signposted to them outside of the service or inappropriate referrals. SA will take an action to explore a number of concerns regarding how information is recorded and some limitations.</p> <p>There is a PSNC audit planned which will capture this information.</p> <ul style="list-style-type: none"> Setting up COVID clinics is taking up most of NHSE staff time but business as usual continues eg dealing with regs, complaints, etc. SA attends a number of COVID weekly meetings. To try and ease patient confusion, Cheshire CCG wants community pharmacy particularly to focus on the 46,000 health and social care staff. <p>SA explained the process from application to sign off for pharmacies wanting to deliver vaccination clinics; 2 pharmacies sites are going live this week (Macclesfield and Widnes) with more following in subsequent weeks.</p> <p>Funding is available to support the set up the clinics and contractors will receive a payment per vaccine; pharmacies are all getting the A-Z vaccine.</p> <p>SA shared operational learning from Wave 1 and Wave 2 sites which will be useful as more sites across the Mersey network become live.</p> <p>ST shared that Nick Thayer (CCA) is currently designing a potential on-going community pharmacy service.</p> <ul style="list-style-type: none"> SA reported that some patients are receiving information (from NHS not the surgery) which leads them to believe they are entitled to free Vitamin D tablets, which is not the case. SA will try and find out some more information and share.
4	<p>Ian Cubbin/Stephen Thomas, PSNC Report</p> <p>PSNC were due to have an update meeting on 12 January but this has been postponed due to the level of COVID activity.</p> <p>Nothing to report at this time.</p>
5	<p>Wright Review Update</p> <p>ST is one of 10 members who sit on the Wright Review Steering Group.</p> <p>The group met mid-December and a full day workshop, run by Michael Twigg, will take place at the end of January. In the interim members have been asked to complete a questionnaire about the review recommendations and Michael will interview each member to find out individually what they think about the review recommendations, alternatives, etc.</p> <p>There was agreement to employ a comms consultant tasked with creating a Review Steering Group microsite on the PSNC website and putting out press releases based on the minutes of meetings. The group has been asked to nominate 3 people (CCA, AIMp, Independent) to a comms sub-group to approve any press releases and website content prior to release.</p> <p>There is a recognition that legal advice will be required due to potential changes to constitutions and the resulting changes required to primary regulation.</p> <p>Meetings have been scheduled until June 2021.</p>
6	<p>Minutes of CPCW Zoom Meeting – 9 December 2020</p> <ol style="list-style-type: none"> a) The minutes were accepted and signed. b) Outstanding actions/updates: <ol style="list-style-type: none"> i. IC will write a newsletter article re the IFPP ii. LW will produce an independent contractor blog iii. AI will take Community Pharmacy Resilience Plan forward with the team
7	<p>Feedback</p>

	<p>a) Staff and Resource (S&R)</p> <ul style="list-style-type: none"> • The sub-group met to talk about the vacant positions. • AI reported that a number of applications for both roles have been received, the closing date for which is 22 January. AW will do any initial filter of the Engagement Officer with AI filtering the Pharmacy Services Manager. <p>b) Service Dashboard</p> <p>AI updated members on the reasons for the delay in updating the service dashboard. The data was not robust enough to present at today's meeting and will be carried forward to the March LPC meeting.</p>
8	<p>Tom Knight (TK) – Head of Primary Care, NHSE (<i>for this item only</i>)</p> <p>Tom attended the meeting to talk about system leadership, transformation and how community pharmacy can best engage. Main points:</p> <ul style="list-style-type: none"> • There has been a Integrated Care Systems (ICS) publication detailing the requirements to take us to 1 April 2022. • From TK's perspective, over the last few years, the emphasis has been on local systems and local places. Where there are opportunities for NHSE, as a current commissioner or overseer of pharmacy, it is essential that they stitch these into what is happening at the place and local level. <p>This was expressed in a Primary Care Strategy that NHSE presented to the Health and Care Partnership for Cheshire and Merseyside; they see pharmacy at the forefront of transforming primary care and can play an important part in transformation at a local level and as such should it is critical that they are involved in those discussions from the beginning.</p> <ul style="list-style-type: none"> • The Cheshire and Merseyside Local Professional Networks have a healthy list of examples of transformation that pharmacy have already delivered on and are great examples of where pharmacy can fit to the wider picture and what pharmacy can do over and above what it already does. It is amazing what community pharmacy does already and it is amazing what they have got community pharmacy doing since they launched the programme of transformation eg CPCS (reducing demand on GP OOH services), as well as local initiatives such as the information on discharge of patients going to community pharmacies and improving patient safety and the contact. • The focus is very much on how we translate that to the local level and the local systems and places. • IC asked what the plans were for involving community pharmacy at board level (which has been absent); if we are serious about change, we need to have some kind of role at that level. TK agreed – there are some moves to develop a primary care cell for Cheshire and Mersey and SA (Chair of Cheshire LPN) has been invited to join that group. From the beginning there is some pharmacy representation and this needs to be strengthened. • Pre-COVID NHSE was attending a Cheshire & Merseyside Primary Care Program Board and were presenting and taking information on community pharmacy. • SA confirmed that she had received and circulated the communication from Dr Jonathan Griffiths regarding representation on the emerging Integrated Care System; the LPC will provide some comments back. • AI asked for TK's view on the timeline for change and when some crucial things might change. TK explained that it is difficult at the moment as all hands to the pump setting up vaccination centres and responding to COVID.

	<p>ICS's need to be in a completely different position by 1 April 2022, so working backwards from this date does not give a lot of time.</p> <ul style="list-style-type: none"> • The national message is we need to make sure we push for as many pharmacy sites as we can, and they contribute to the system. Reflecting back community pharmacy should be there to provide local system resilience and support. It is about patients not funding. • TK is grateful to all community pharmacies for the work that that they have been doing, not only over winter but also those who have stepped forward for the community vaccination sites. 																
9	<p>CEO and Employee Report</p> <p>An employee report was pre-circulated to members. Actions and points to note:</p> <ul style="list-style-type: none"> • AI pre-circulated the latest stakeholder report and explained the ratings and how the report would be used. Members felt it was a handy overview for the committee and the report will be covered at each LPC meeting. • A meeting is planned for 18 January to plan the team objectives until the end of March. • Support meetings for contractors across Cheshire and Merseyside – Discharge Medicines Service (DMS) and GP CPCS – are being planned. • Following the recent national communication regarding flu vaccinations for the 50-64 age bracket members reported to seeing a surge in patients. • AW gave members an update on the PCN situation; there are potentially 3 PCNs who will not be able to declare the PCN elements of PQS due to not having a Pharmacy Lead. The LPC continues to seek contractors to volunteer. 																
10	<p>Treasurer's Report</p> <p>a) CPCW total money is £219,467 as of 12 January 2021</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Lloyds Bank Current Account</td> <td style="text-align: right;">£173,275</td> </tr> <tr> <td style="padding-left: 20px;">Close Brothers 12-month notice account</td> <td style="text-align: right;">£85,905</td> </tr> <tr> <td style="padding-left: 20px;"><i>Less Holding Money</i></td> <td style="text-align: right;"><i>- £27,251</i></td> </tr> <tr> <td style="padding-left: 40px;">• <i>Estates</i></td> <td style="text-align: right;"><i>£11,677</i></td> </tr> <tr> <td style="padding-left: 40px;">• <i>Inhaler Training</i></td> <td style="text-align: right;"><i>£5,834</i></td> </tr> <tr> <td style="padding-left: 40px;">• <i>Warrington Alcohol Pilot</i></td> <td style="text-align: right;"><i>£4,500</i></td> </tr> <tr> <td style="padding-left: 40px;">• <i>EPS Round-Off Event</i></td> <td style="text-align: right;"><i>£240</i></td> </tr> <tr> <td style="padding-left: 40px;">• <i>CWC PH Campaign Resources</i></td> <td style="text-align: right;"><i>£5,000</i></td> </tr> </table> <p>b) The Governance and Finance have reviewed the Q3 financial statements and will meet in February to do a full review and plan the 2021/22 budget; the sub-group will feedback to the March LPC meeting.</p>	Lloyds Bank Current Account	£173,275	Close Brothers 12-month notice account	£85,905	<i>Less Holding Money</i>	<i>- £27,251</i>	• <i>Estates</i>	<i>£11,677</i>	• <i>Inhaler Training</i>	<i>£5,834</i>	• <i>Warrington Alcohol Pilot</i>	<i>£4,500</i>	• <i>EPS Round-Off Event</i>	<i>£240</i>	• <i>CWC PH Campaign Resources</i>	<i>£5,000</i>
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11	<p>Topics for Discussion</p> <p>a) CCG Prescription Medication Shortage Guidance Members supported this pre-circulated document. AI will contact the CCG.</p> <p>b) Supervision Service This was discussed at the December LPC meeting and IC and WJ's names were put forward; there has been no further progress as yet. Members discussed supervision in the current climate and concluded that a supervision service needs to remain.</p> <p>c) Displaced Patient Situation To enable the team and the LPC to better support pharmacies AI asked members to share what is it like out there.</p>																

	<p>Members reported that it is worse than the initial lockdown and shared examples of wide-ranging daily challenges. AI will share the views aired to PSNC, via the PLOT meeting.</p> <p>d) Medicines Optimisation Service (Warrington) AI pre-circulated an outline of a service in broad terms, linked to the Frailty workstream in Warrington. ST asked about the timescales. The CCG will be willing to trial the service in 2 PCN sites as a proof of concept before rolling it out further across Warrington. After discussion there was nothing else that members would like to add into the service and AI will progress it.</p> <p>e) MALPS Agenda Items and Attendees The next meeting is scheduled for 10 February. DSP/AI will attend. AI proposed adding the Primary Care Representation and Engagement Paper to the agenda (AW). Whilst MALPS is past the deadline for responses AI will circulate a draft response w/c 18 January to members with a final version being circulated w/c 25 January before the end of January deadline.</p> <p>f) COVID</p> <ul style="list-style-type: none"> • Update on progression locally for pharmacy staff vaccinations: <ul style="list-style-type: none"> i. Cheshire East – information imminent for clinics at Macclesfield and Leighton Hospitals. Andrews Pharmacy is now live. ii. Cheshire West and Chester – nothing as yet. iii. Warrington CCG wrote out asking each pharmacy to provide staff details so that invitations can be emailed directly. iv. Wirral are emailing a booking link to shared inboxes with a plan to vaccinate all health and social care staff within a 3-4-week period, starting with staff members who were identified as vulnerable by their COVID risk assessment. • SA will be attending a webinar at 1pm to hear an update about the COVID-19 vaccination programme directly from NHSE&I (Bruce Warner and Jill Loader). SA will share notes with members. <p>g) DMS DC asked if DMS will be linked to the hospitals that were set up on TCAMS. AI explained that effectively DMS is an output from TCAMS and SA also gave an update.</p> <p>h) NPA Connect Event AI circulated an invitation from Michael Lennox (Local Integration Lead for the NPA) to all LPC members to join a webinar across the North West. AI has registered to attend.</p>
12	<p>Date and Time of Next Meeting Wednesday 3 March 2021, 9am-5pm, Zoom.</p>

Action List

NOTE: Shaded rows indicate an action carried forward from the last meeting(s)

Min	Action	Person	Update
6bi	IC will write a newsletter article re the IFPP	IC	

6bii	LW will produce an independent contractor blog	LW	
6biii	AI will take Community Pharmacy Resilience Plan forward with the team	AI	<i>Positioned and submitted to Tom Knight. Still to be used in the rest of the system appropriately.</i>
3	SA will take an action to explore a number of concerns regarding how information is recorded/limitations around GP CPCS	SA	
3	SA will try and find out some more information and share re Vitamin D tablets	SA	
11a	AI will get back to Warrington CCG re the Prescription Medication Shortage Guidance	AI	<i>Complete</i>
11c	AI will feed member comments about the challenges currently facing pharmacy to PSNC	AI	<i>Complete</i>
11d	AI will progress the Warrington Medicines Optimisation Service	AI	<i>Feedback submitted – work continues. This action complete</i>
11e	AW will add the Primary Care Representation and Engagement Paper to the MALPS agenda	AW	<i>Noted</i>
11e	AI will circulate a draft response to the Primary Care Representation Engagement Paper w/c 18 January to members for comment with a final version being circulated w/c 25 January before the end of January deadline	AI Members	<i>Complete</i>
11f	SA will share notes of the NHSE&I COVID-19 vaccination programme webinar	SA	<i>Complete</i>