



# COMMUNITY PHARMACY Lincolnshire

Minutes of the Meeting held Thursday 16<sup>th</sup> May 2019 at  
Washingborough Hall Hotel, Church Hill, Washingborough, Lincoln, LN4 1BE

## Chairman

Paul Jenks                                      LPC Chairman and LPC Member CCA rep

## LPC Members present

Alastair Farquhar	LPC Vice-Chair and LPC Member AIMp rep
Chris Kenny	LPC Treasurer and Member AIMp rep
Blazej Jasnowski	LPC Member AIMp rep
Marc Brooks	LPC Member AIMp rep
Enrico Pignotti	LPC Member CCA rep
Gaetano Bellia	LPC Member CCA rep
Jon Norman	LPC Member CCA rep
Chirag Ahir	LPC Member Independent rep

## In attendance

Hazel Sisson                                      LPC Admin Support Officer

Katie Coffey                                      Lincoln Co-operative Chemists – Pre-Registration Pharmacist

In attendance between 12.30pm – 3.10pm

Steve Gibson                                      LPN Chair

## Apologies

Steve Mosley	LPC Chief Officer
Les Guiblin	LPC Member CCA rep
Chris Mulimba	LPC Member Independent rep

## Committee Governances

- The committee acknowledged that this was Gaetano's last meeting as he is leaving Lloyds to start a new job in a spilt role as a Teacher Practitioner at the University and Boston Pilgrim Hospital.
  - Gaetano will start his new role on July 8<sup>th</sup>.
  - Gaetano to send a written letter of resignation to LPC Chair.
- LPC Chair informed the committee that both himself and LPC Chief Officer have contacted CCA regarding the current CCA vacancies on the committee.

- LPC Vice-Chair informed the committee that John Broomhead from Lincolnshire Co-operative would be joining the committee as the new AIMp representative.
  - Chris asked Hazel to look at PSNC website for details of the next new member day.
- LPC Chair commented that new committee members would need support from the committee in what are challenging times.

#### *Competition Law Guidelines*

- There were no changes to our stance from the prior meeting on this matter.

#### *Declarations of Interest*

- No changes to committee members' declarations of interest.

#### Minutes from LPC Meeting 21<sup>st</sup> March 2019

The minutes were accepted as a true record and approved by the committee.

#### Matters Arising

##### *Virtual Outcomes*

- The committee was informed that access to Virtual Outcomes is now live.
  - This is constantly updated and provides support to contactors.

##### *MDS Trays*

- Alastair informed that committee that Lincolnshire Co-op is moving towards alignment with the stance of other groups concerning MDS trays e.g. Boots and Lloyds.
  - Committee discussion followed.
- A committee discussion around care homes and MDS followed.
- It was acknowledged that the bottom line is safety, use of patient packs provide the potential for less dispensing and patient use error.

##### *Urgent Care Pharmacist – Pilgrim Hospital*

- LPC Chair informed that committee that an Urgent Care Pharmacist has been employed at Pilgrim Hospital, Boston.

##### *LPFT*

- The committee was informed that LPFT are developing guidelines around mental health prescribing.

##### *Contract change monies – EPS*

- The committee was informed that Stamford Practices are keen and therefore events have been planned in this area.

##### *STP Update*

- LPC Chair provided the committee with feedback from the last STP meeting had taken place.

- Very little for Community Pharmacy.
- PINCER presentation to be shared with the committee.

## NHS England Update

### *LPN – TCAM*

- Steve Gibson (LPN Chair) provided the committee with an update.
  - Focus on TCAM nationally.
  - Successful TCAM sites are being held up as exemplars.
- The committee considered how TCAM would provide useful information, benefit of first-hand information including diagnosis information not gained from GP's
  - Use of TCAM is not compulsory
- Delays around electronic prescribing.
  - Aim is to provide at highest level as demonstrated in Chesterfield.
  - LPFT are in the final stages of ePMA testing, currently have IT issues but they are working on resolving them.
    - Steve Gibson commented that there is the possibility of seeing LPFT using TCAM in 2019/20.
  - LCHS are interested and are looking to visit Chesterfield to see how it is working there.
    - Steve Gibson is taking a group from LCHS to Chesterfield and invited LPC representatives to join them.
  - ULH are struggling to get funding for 19/20.
- A committee discussion followed concerning TCAM.
- Steve Gibson commented that all Trusts are engaging differently with different systems.
  - Enrico queried the situation with border areas where multiple different Trusts will have to be considered.
  - The overall approach will be the same, some Trusts are opting for manual transcriptions and faxes.
  - Different Trusts are identifying different groups of people in high priority groups.

### *LPN – Children's Oral Health*

- Steve Gibson commented that the delays in the delivery of materials was very disappointing.
- LPC Chair commented that this was due to issues around who was meant to be distributing the materials.

### *LPN – CPPE*

- Steve Gibson commented on the lack of CPPE events in Lincolnshire when other areas have multiple CPPE events taking place.
  - LPC Chair commented that CPPE events are great but workshops need to be filled.
  - LPC Chair commented that a possibility might be for an event to be commissioned.

### *LPN – STP*

- Steve Gibson commented that there is regular pharmacy involvement in STP and representation is improving

### *Controlled Drugs update*

- The committee was provided was reminded to feedback to CD Accountable Officer.
  - The committee was also reminded to feedback any issues to the LPC.
  - LPC Chair commented there is there is more potential for errors with electronic prescriptions.
- Alastair commented on feedback from Local Intelligence Meetings that other organisations are raising comments around Pharmacy.
  - Pharmacy needs to be encouraged to report issues or concerns around other organisations.
  - Pharmacy needs to be able to be robust in defending best interests of patients.
  - Information to be cascaded to LPC to enable feedback when attending these meetings.

### NHS Long Term Plan

#### *Primary Care Networks*

- LPC Chair briefed the committee around the NHS Long Term Plan and advised that they read through “The NHS Long Term Plan” document.
- The committee viewed a slide presentation on PCN’s created by LPC Chief Officer forming the basis for committee discussion.
  - PCN’s will be live from July
  - Across a population of 30,000 to 50,000.
  - Person Centred Approach.
  - Network Level – multi location sites.
    - e.g. a diabetic nurse is based at one site, an asthma nurse is based at another.
      - Potential of outreach service provision.
    - Clinical Lead Pharmacist.
- Potentially 15+ PCN’s in Lincolnshire.
  - Similar to NT sizes, but some will require splitting down in size.
- The committee discussed what can be done to support PCN’s, points discussed included:
  - LPC Chair commented on the need to keep Community Pharmacy at the table.
  - Chris commented that funding workstreams can be used to equip pharmacists.
  - Alastair commented on the need for a consistent level of service.
    - Consistent and accurate advice is needed across all pharmacies.
  - Marc commented on the need for a culture shift so that paying for medication becomes the norm.
- Following the committee discussion, it was agreed that the LPC could support PCN’s in the following ways:
  - Speak to contacts.
  - Liaise with Steve Gibson (LPN) and Mark Hall (NHSE).
  - Identify what is out there.
    - PSNC resources are there.
  - LPC Executives to follow up with a formal approach.
  - Steve Gibson commented that triage to Community Pharmacy seems to be ideal.
- Alastair queried on the uptake of Private GP services?

- Paul commented that there has not been a huge amount of uptake but has been popular obviously in London.

### Finance update

- LPC Treasurer provided the committee with feedback from the PSNC Treasurer Event which he had attended yesterday.
  - General Expenses policy
  - HMRC
  - Budgets
    - Chris commented that ours is better than others in set-up of accounts.
      - Requirement for two-person approval and a separate person to make a payment – Gold standard.
    - LPC Chair thanked Chris for his work in getting the LPC to this level.
  - PSNC have not uplifted fees for last four years, but they will be uplifting them next year.
    - Chris advised that the LPC should increase our levy next year to reflect, if this is followed through.
      - Any queries to be forwarded to PSNC.
  - Reserves
    - Pressure on LPC's not to hold so much in reserves.
      - Our reserves have reduced over last four years.
      - Could reduce a little more if needed.
        - Chris commented that he would much prefer to base on 10 months of levy's for budget.
          - LPC Chair commented that justification to CCA's would be to plan for 12 levy's and allow for levy holiday if required.
        - Marc commented on the need to put on more training events and spend money.
    - HR Support – Clyde & Co presentation
      - The committee discussed and agreed that formalised HR support is a sensible idea.
      - A package with Clyde & Co has been negotiated for LPCs.
        - Chis asked the committee whether this was worth considering?
          - Rolling contract each year with transparent costs.
            - Option 1: £150
            - Option 2: £1000 + VAT – 1 year and 5 hours of support.
          - It was acknowledged that Clyde & Co are aware of LPC's.
        - A committee discussion followed. It was agreed that a vote should be taken now.
          - Proposed by LPC Treasurer.
          - Seconded by Marc.
          - The committee agreed on Option 2.
            - LPC Treasurer to follow up.
    - LPC Treasure informed the committee that he had been requested to ask about a salary uplift.
      - The committee was informed that there has been no cost of living increase since LPC Chief Officer started.
      - [REDACTED]

- [REDACTED]
  - Alastair commented on the need for more contact between meetings.
  - Chirag commented on the possibility of the committee having fortnightly or monthly updates.
- Following discussion, the committee agreed that consideration of a salary uplift should be reviewed on a 6-monthly basis.
  - Investment in HR.
  - Current financial climate for pharmacies.
  - The committee discussed and agreed that the LPC Treasurer should not receive a salary uplift at present either.

### *Budget*

- LPC Treasurer talked the committee through the proposed budget for 2019/20.
  - The committee considered the potential of increasing the proposed budget for Triage/Assessment Training to £7,000 from £2,000.
    - This would allow for training for 40 pharmacists.
  - LPC Treasurer advised the committee to reject the proposed budget due to committing to a higher spend on projects from NRF.
    - An amended budget proposal will be circulated to the committee.
      - To be agreed via email.
- The committee was informed that next years budget would be a zero-based budget as per the 3-year cycle.
  - LPC Treasurer requested a sub committee to be formed to discuss next year's budget in November.
    - Jon Norman suggested a desire to be part of this.
    - Budget to be agreed before next financial year.
- The committee considered when to provide training opportunities.
  - It was acknowledged that training dates need to be booked in.
    - LPC Chair to follow up with LPC Chief Officer about Flu Training.
  - Acknowledgement to the benefits of upskilling training was given.
    - To be arranged for after Flu training.

### Essential Services

#### *CPAF short form questionnaire*

- LPC Chair asked the committee to cascade that the CPAF short form questionnaire should be completed.
  - Not out yet but will be coming out shortly.
  - If the short form is not completed, contractors will have to complete the full form.

#### *Bundle switching*

- LPC Chair advised that a single bundle can be requested from NHSBSA for training purposes.

#### *FB34C webinar 11<sup>th</sup> June*

- The committee was made aware of a PSNC & NHSBSA webinar on 11<sup>th</sup> June at 7.30pm which will help community pharmacy contractors to better understand their FP34 Schedule of Payments.

### *Oral Health campaign*

- The committee discussed the lack of Oral Health campaign materials.
  - Chirag commented that he had received his yesterday.
  - Marc commented that he had received 25 replies in response to a query whether Lincolnshire Co-operative branches had received theirs, half of those replying had and the other half hadn't.

### *Temporary suspension of services*

- LPC Chair informed the committee that LPC Chief Officer is working on problems with the electronic template.
- The committee was reminded to notify NHSE of any temporary suspension of services.

### *Select Report on Rural Economy*

- LPC Chair informed the committee that this document was worth looking at.

### Advanced Services

#### *MUR / NMS update*

- The committee considered how advice was to work towards provision of 200 MUR's between April and September.

#### *NUMSAS*

- LPC Chair informed the committee that MUMSAS is increasing.
- The committee was reminded to have access to NHSmail
  - The committee discussed and agreed that how to submit a manual NUMSAS claim when PharmOutcomes is not working should be highlighted in newsletter.

#### *DMIRS*

- The committee considered how not many referrals are coming through.
  - LPC Chair to follow up.

### Public Health Services

#### *Sexual Health Services*

- Marc informed the committee that the EHC Service now included Ulipristal.
  - Need to re-sign up to PGD's.

#### *Substance misuse services*

- The committee was informed that Addaction have undertaken site visits at Parkside and Liquorpond Pharmacies.

### *Integrated healthy lifestyle service*

- Alastair and Marc advised the committee that they had a meeting with Thrive Tribe this morning.
  - Thrive Tribe are keen to attend the next LPC committee meeting.
    - The committee agreed that they should be invited to attend.
      - Contact details to be passed to Hazel and LPC Chief Officer.
  - Thrive Tribe take on the service from 1<sup>st</sup> July.
  - Advice from Thrive Tribe is to continue as normal and take on new clients.

### Market Entry

*Appeal: D&B Healthcare Ltd – Distance selling premises – Office 3, Hillcroft Business Park, Whisby Road, Lincoln, LN6 3QJ*

- The committee was advised that this appeal was taking place today.

*NSCR: Lincoln Co-operative Chemists Ltd T/A Lincoln Co-operative Chemists Ltd, 451 Newark Road, North Hykeham, Lincoln, LN6 9NG*

- The committee was informed that trading had commenced from the new premises on 21<sup>st</sup> March 2019.

*NSCR: Whitworth Chemists Ltd T/A Whitworth Your Family Pharmacy, 13-15 Lumley Road, Skegness, PE25 3LL*

- The committee was informed that trading had commenced from the new premises on 11<sup>th</sup> March 2019.

*NSCR: Boots UK Ltd t/a Boots, 196-199 High Street, Lincoln, LN5 7AL*

- The committee was informed that trading had commenced from the new premises on 10<sup>th</sup> April 2019.

*DSP Application: Lincoln Co-operative Chemists Ltd, 5 Proctors Road, Lincoln, LN2 4LA*

- Declarations of interest were expressed by Alastair, Marc and Chris and acknowledged by the committee.
  - It was acknowledged as this was a DSP application it would potentially affect all committee member's present.
- The committee discussed the application including that it considers cold chain procedures and no face-to-face contact.
  - Following discussion, it was agreed that a standard LPC Distant Selling Application response would be submitted.

*Consolidation Application: Lincoln Co-operative Chemists Ltd – consolidation onto the site at 18 High Street, Lincoln, LN5 8DB of Lincoln Co-op Chemists Ltd already at that site and Lincoln Co-op Chemists Ltd currently at 59 Newark Road, Lincoln, LN5 8NE.*

- Declarations of interest were expressed by Alastair, Marc and Chris and acknowledged by the committee.
- The committee was briefed about Regulation 26A.
- The committee considered whether closing one pharmacy would leave a gap in provision.



- Chirag commented that nothing is changing in service provision.
- Jon queried the distance between the two pharmacies?
  - Alastair responded they are 0.4miles apart.
- Following a committee discussion, it was agreed that the LPC response should state that consolidation would not leave a gap in PNA.

*Regulation 18 Application: Warwick Healthcare Ltd, High Street, Gosberton, Between Low Gate and Belchmire Lane (including retail properties at beginning of Belchmire Lane)*

- Declarations of Interest were expressed by Blazej and acknowledged by the committee.
- The committee was informed that Gosberton was a reserved locality.
- The committee considered whether the application meets the requirements of Regulation 18.
  - No pharmacy services in this area.
  - 3.5 miles to nearest pharmacy at Donington.
  - Significant core hours.
  - Premises to be confirmed.
- LPC Chair commented that the LPC Chief Officer had queried whether the rurality of Gosberton could be challenged?
  - Is the location defined enough?
- Blazej left the room during the final committee discussion around this application. Points discussed included:
  - Provision would be going to a village where there is no pharmacy
    - It would increase pharmacy services.
  - Would not impact on existing services.
- Following a committee discussion, it was agreed that the LPC could see no issue with this application.
- NSHE to be contacted to ask them to look at the rurality status of Gosberton.

AOB

CPPE

- LPC Chair informed the committee that upcoming CPPE training would focus on the following topics:
  - Inhaler Technique Training
  - Dementia Focal Points
  - A third hush hush topic.

*Committee Meeting Dates*

- The committee was asked whether holding committee meetings on the third Thursday was still working for the committee?
  - Some committee members commented that reverting to a Tuesday would be preferable others commented that arrangements had been altered to allow for attendance on a Thursday.
  - It was agreed that the existing Thursday meeting dates would continue as arranged for 18<sup>th</sup> July, 19<sup>th</sup> September and 21<sup>st</sup> November.

Signed .....  ..... Date.....18/07/2019.....