

Community Pharmacy Essex Minutes
Wednesday 20th July 2022
The Lion Inn, Boreham, Chelmsford, CM3 3JA

Present: Bina Patel (BP) Chirag Patel (CP) Jon Lake (JL) Nyenye Motsi (NM)
Penny Skellern (PS) Sanjay Patel (SP) James Chaplin (JC) Rajiv Sharma (RS)
Tunde Sokoya (TS)

In attendance: Karen Samuel Smith (KSS) Angela Culleton (AC) Mo Raje (MR)
Frank McLaughlan (FMc) Hema Patel (HP)

Apologies: Ashok Pattani (APat)

Part Meeting: Bharat Patel (BP) Natasha Jones (NJ)

Welcome & Introductions

Apologies & Declaration of Interest

APat sent his apologies

Resignations and Appointments

Moksha Popat left in May 2022. The Office have requested a replacement for her, but unfortunately CCA have not yet appointed.

Action Points from last meeting

Minutes from the last Meeting – 9th February 2022

Checked for accuracy – no comments, therefore agreed they were an accurate record

Action Log

It was acknowledged that some of the action points are no longer relevant, ie Pharmacy Quality Scheme (PQS).

The Committee thanked AC for maintaining the action log.

GSOC report

PS reported back details from the last GSOC meeting held on 5th July 2022, main area was around the Wright Review and trying to plan for future whilst second guessing, ie Essex boundaries/alignment with ICS, potential 7 ½% levy increase, * which will equate to a loss of approximately £45k to Essex over the next 2 years (2023-24). Therefore, need to look at ways to save costs and the structure of staffing in the office. Concluded will wait for further guidance from PSNC.

* The increase in funding to PSNC will be 7.5% next year and then an additional 7.5% the following year making it 15% in 2 years time and going forward.

Update from Finance Manager

PS also reported back on the finance report in APats absence. Essex LPC currently have approximately 6-month reserve. PS also presented the accounts to the members, RS proposed, TS seconded.

HLP Partnership will no longer transfer a sponsorship payment to Essex LPC. The levy should cover only work within the core constitution, which is being reviewed by LPCs and PSNC. Income and outgoings will mainly go through HLP.

FMC fixed term contracts will be reviewed at the end of September 2022, MR is currently on a self-employed contract.

Office team left the meeting for members to consider pay reviews for the staff.

Early diagnosis of cancer pharmacy pilot

KSS explained background details to the pilot. A similar campaign was very successful back in 2010/12, however pharmacy teams are in a very different place now, so prior to committing pharmacies to the pilot, Cancer Alliance members had been invited to the meeting.

Karen Hull ICB Cancer (Mid and South Essex) and Gini Melesi from East of England Cancer Alliance – South, were welcomed to the meeting and explained details of the pilot scope. Targeting those patients that would rather go to the pharmacies rather than a GP, not instead of. Distance Selling pharmacies are excluded from this pilot. Training for pharmacy teams would likely be 1 ½ days via e-learning.

The committee raised several concerns and factors, including what funding is available for the pilot; commitment from GPs will be essential for the success of the pilot; safeguarding issues – what if pharmacies miss/overlook something will they be liable, need to be reassured about the indemnity, do pharmacy teams have capacity to be involved in the pilot. There are too many unknown factors, however Gini will take up all the causes of concern with the national team, however due to the tight timescale an expression of interest will be submitted but if the national team cannot satisfy the committee's concerns and it doesn't make good business/funding sense community pharmacies will walk away from it.

NHSE&I Matters

Contract Changes

One recent application received, a change of relocation Clacton-on-Sea. SP declared an interest. KSS to send letter saying no comments at this point, but to be kept informed of any developments.

Performance cases

No new performance case since the last meeting.

CPAF visits

NHSE have started face to face visits this year, the office is aware of 3 visits planned in Essex over the coming weeks. If contractors would like LPC to be present at the visits, they need to let us know, also if they would like to be assisted with the pre-visit planning. In particular LPC attendance is advised when monitoring is conducted by clinical advisors, rather than the regional contracts team.

PNA progress Essex, Thurrock and Southend

Consultations have closed for Thurrock and Southend. Essex is due to close soon (5th August 2022). KSS expressed some concern over the responses, as there have been very few, however the opening hours in the PNA were based on data from February 2022, and these may have changed now, and this should have been raised during the consultation period. AC to check through details for Thurrock and Southend.

NHS delegation agreement

A few points were highlighted from the agreement:

Still a national framework, some parts have been delegated down, effective from 1st April 2023, further details can be found Schedule 2D: Delegated Functions – Pharmaceutical Services.

This will lead to more scrutiny, and has already started, pharmacies in Suffolk and North East Essex that did not complete the data security and protection toolkit (DSP) were blocked from receiving CPCS referrals.

There will be a regional team to advise ICB teams on Market Entry, and a greater support for reviewing rurality decisions.

The delegation does allow for recognising one or more Local Pharmaceutical Committees and for liaising with and consulting such Local Pharmaceutical Committees as required by the Pharmaceutical Regulations.

Nothing mentioned about LPCs role in supporting performance issues in the exception section

Regional Community Pharmacy Strategy

NHS East of England have produced a draft Community Pharmacy 5-year strategy (2023-2028). Each ICS will be having meetings to discuss the document and how to adapt to each system's own priorities and strategies.

Welcomes Natasha Jones (Area Manager) GM Grahams, covering Suffolk and Colchester

SystemOne Pilot

BP team have received training to use the system, both admin and clinical sides, currently waiting for go live start date. Natasha Jones confirmed the same for 2 pharmacies in Colchester. The pilot is for approximately 3-6 months and the main benefit will be the digital interoperability and demonstrating community pharmacies can be trusted to make appropriate use of patient records.

Pharmacy Integration Fund Antidepressant NMS pilot

This pilot looks to assess feasibility of including antidepressants in the NMS service, as the side effect profile is highest in the first month.

The pilot will run in South Ockendon, Purfleet and Aveley PCN. Training by NEL Foundation Trust

Family Friendly charter

Essex County Council has recently awarded Community Pharmacy Essex the Family Friendly Charter. It supports team members to manage both work and care commitments. The charter logo will be used on correspondence and included onto our website and is a quality mark which is useful when bidding for local authority services and contracts.

RSG proposals: Implications for Community Pharmacy Essex

Welcomed Bharat Patel to the meeting for the afternoon.

No guidance/toolkit has been received from PSNC yet, therefore a preliminary discussion took place. CCA representatives confirmed that until the PSNC toolkit has been issued no decisions can be made. The toolkit is expected mid September 2022.

KSS shared a presentation that all LPCs within East Anglia are discussing over the next couple of weeks.

A Summary of the Agreed Recommendations Requiring LPC Action:

23. Review CPL size with respect to number of contractors represented, **considering value for money to contractors, local knowledge/relationships** and NHS geographical footprints (to do)
2. Rename all LPCs to “Community Pharmacy [locality] (CPL)”. (completed)
24. Reduce CPL committee sizes to maximum of 10 members whilst maintaining local proportional representation. Later revised to 10-12 optimum. (completed)
19. Significantly increase funding to CPE to support the negotiation processes and LPCs (to do)
7. Limit membership for all committees to 12 years (three terms of four years). To start at next election. (to do)
25. Increase the use of virtual technology to improve value for contractors (completed)
26. Identify and implement effective approaches to engaging with local contractors. Accepted as principle. (completed)
29. Provide on-line training to all CPL members on their roles and responsibilities, GDPR, Equality and Diversity and recruitment and appointment as appropriate. To be addressed via national HR support (National agreement to be made)
30. Review processes and create strategies to ensure that all employee appointments are fair and transparent and that CPL are equal opportunity employers. (To be addressed via national HR support.)
31. Develop strategies to ensure that engagement by all CPL committee members is equal (National agreement to be made)

Finance/funding and local structures will need reviewing. Essex currently has one of the lowest levies, at 11.5p, also given 3 levy holidays to Contractors during 2021/22. Also, over the last few years Essex LPC has met unexpected additional costs including RSG, judicial review and appeal and were able to make the payments for these. Consideration may be given to a national increase in levy as the proposals included a national levy.

Essex crosses borders in terms of ICS with Hertfordshire and Suffolk. Nothing in the current constitution for LPCs to represent contractors in another area, therefore governance will be required.

Committee elections may need to be moved slightly, rather than starting in October 2022 maybe January 2023 instead, waiting for the timeline from PSNC. The elected committee will be in place 1st April 2023.

There are potentially several scenarios with regards to border arrangement, ranging from, staying as we are, just Essex; CP EoE - all LPCs within East Anglia, or a federation with Essex, Herts and Suffolk. Any scenario will have advantages and disadvantages and considerations will all be subject to contractor vote.

Contractors Issues

CP raised concerns over the constant and high numbers of e-mails, including, COVID vaccine details, GPs, 111 referrals, want to hear from other committee members to see whether they are also experiencing the same, and they are. General feeling was that important messages can be missed to the high numbers of e-mails being received.

Checking NHS mail accounts do not have to be just the pharmacist’s responsibility, other team members could access this.

There has been an increase in GP referrals, but lots are not coming via the official pathway, ie not electronically, this impacts on the workforce within the pharmacies, suggested where this occurs to discuss with the surgery. MR to raise the GP CPCS referral process with Essex LMC.

HJ asked whether there a review point, to identify whether GP CPCS referrals are working or not. This was not known, however GPs will potentially be incentivised from October 2022, may prompt referrals. However, BP recommended for issues to be reported to the Office so they can notify PSNC.

RS asked whether another hypertension case finding services webinar will take place. There will be another webinar in August, however the webinar recording is on the website www/cpesx.org.uk
RS enquired about contracts for NHS healthchecks. These are held by Provide, updates have not been sent to Community Pharmacy Essex but have been requested. RS to email separately with details of decommissioned pharmacies

TS is not receiving CPCS referrals. MR to give TS details of contact in HWE.

PS asked what the latest position with Discharge Medical Service (DMS) is. West Essex is consistently high, Colchester and Southend are relatively high, unfortunately nothing in Mid Essex. This is currently being addressed by the Mid and South Essex ICB.

SP asked about staffing and wearing masks. There have been queries from several contractors regarding this, the guidance remains that they are recommended as prevalence of covid cases is increasing, however this is a management decision for each organisation.

ACTION LOG

Date raised	Action	Status
17.11.2021	AC to contact Fenn Wright on the committee's behalf stating that service charge will not be paid until CPE receive a satisfactory update on the potential insurance claim they were pursuing.	ongoing
9.2.2022	Short notice absences to be reviewed	
	Simon Moul's gift will be posted to him with letter from Bina, invite him to future meeting/conference	
20.7.2022	MR to contact Essex LMC regarding GP CPCS and give TS contact details for HWE	
20.7.2022	AC to check hours in the PNAs and recent notifications received to ensure accuracy.	

COMPLETED

Date raised	Action	Date completed and action taken
17.11.2021	PS proposed, NM seconded for a letter to be sent to the newly appointed Chief Executive and to RSG expressing the disappointment from Community Pharmacy Essex and to include that until we have received satisfactory answers it will withhold the funding requested for RSG. KSS to draft letters for the committee's approval.	James Wood and Deep Sen Gupta attending meeting on 9.2.2022
17.11.2021	GSOC to meet before the next CPE Committee Meeting and to agree when the previously approved levy holiday for contractors would take place	20.1.2022
17.11.2021	JL would like an Executive Team to meet prior to the next CPE Committee meeting too. Members would include Chair, Chief Officer, Vice Chair and Finance Manager)	27.1.2022
17.11.2021	PS to arrange for Christmas meal for January 2022	Planned for July 2022
17.11.2021	KSS to follow up with James Sharp and Kaltrina Bajrami	Completed
9.2.2022	GSOC action points	Completed
9.2.2022	<ul style="list-style-type: none"> • Apat to update Expense Policy • Members to complete and return nomination forms to AC asap. • Expense claim forms to be amended 	Completed
9.2.2022	Committee members to gain feedback from contractors to determine the best way to use the money rather than a levy holiday	Suggestions made
9.2.2022	MYS details to be included in next CPE newsletter	Completed
9.2.2022	Office to include all pharmacies that have signed up to the Hypertension case finding service onto PharmOutcomes	15.2.2022
9.2.2022	SP to share template he has created with the committee	Part of PQS
9.2.2022	KSS to share details of who have made a PQS declaration on 3 rd March.	PQS completed
9.2.2022	Invite Oge Chesa, Simon Williams and Avni Shah to meeting in July	n/a

