

BIRMINGHAM & SOLIHULL LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the meeting of Birmingham Local Pharmaceutical Committee held on 18th March 2019 at Becketts Farm Shop, Wythall (A4523) B47 6AJ

PRESENT:

Mr. L. Dalton (in the Chair)

Mr. J Blankley
Mr. Z. Chishti
Miss H. Elliott
Mr. A. Pancholi
Mrs. S. Neaves
Mrs. M. Dhanjal
Mr. M. Paul
Mr. A. Esmail
Mr. M. Ismail
Mr. S Panesar
Mr. M. Eshak
Mr. T. Wedgebury
Mr. D. Zeitone
Mr. D. Gallier – Harris
Miss. K. Begum
Mrs. V. Morley

IN ATTENDANCE:

Mrs. J Corbett – Treasurer
Miss. Freeborn – Note taker

Apologies were received from:

Mr. S. Dhami, Mr. S. Melwani

Declarations of Interest

Chairman asked members if there were any declarations of Interest in any item under either open/closed agenda.

Minutes of Meeting for March 2019

Minutes from February 2019 were circulated and proposed by HE seconded by MI and agreed as a true and accurate record and approved for website publishing

Announcements

Welcome to Vanessa Morley and Kahinat Begum, BSol LPC newly appointed Services Development Officers

Congratulations to David Zeitone on becoming ordained as a priest.

Reports to be completed officer end of year governance 18/19 appraisals

Jody Corbett is relinquishing her role as treasurer and introducing the new treasurer Carol Mc Nidder

Sue Neaves has announced that as Governance Officer she will be relinquishing her role but will continue until a successor is found

Len Dalton has announced that as of next year he will be relinquishing his role as chair

Matters arising from the Open part of the meeting, other than those included on the agenda

None

Review of Action Points

Formal appointment of Officers for 19/20 - Proposal to formally appoint Carol Mc Nidder as Treasurer for 2019/20
All Agreed

Suggestion for a quarterly report from the Treasurer

Actions – Birmingham and Solihull LPC 18/3/19Action	Who	When	Complete Y/N
Formal appt/confirmation of LPC Officers for 19/20, inc:- Chairman , Vice-Chairman , Corporate Governance Officer . Include on April agenda	JB/TW	April meeting	
Inform TW if interested in Chairman’s post	Any Member who is interested	Before April meeting	
Inform Officers of names of possible candidates for Corporate Governance post. (Further details from TW) .	All	By w/e 5/4/19	
Promote BSOL LPC and CPWM websites routinely on Mailchimp emails (links)	MP/SP	Ongoing from 2/19	
Include in Mailchimp emails generic reference to LPC help being available to contractors when they need it on a wide range of issues - “just ask”	MP/SP	Ongoing From 3/19	
Keep encouraging contractors to keep reporting out -of - stock / NCSO examples to PSNC -case-by case even if more than one per month and not to leave it to others	MP/SP	Ongoing from 3/19	
Obtain CHS Ltd financial information via SOC for consideration by LPC	MI/JB (via LD)	April meeting	
Public Health Campaigns – ascertain from NHSE if it would use Pharm Outcomes for contractors to record data	JB	By April meeting	
Liaise with LDCs about Oral Health Public Health Campaign	JB	By April meeting	

Umbrella Assurance meeting 28/3/19 – raise LPC concerns/questions over IG/Data Protection issues with Umbrella	JB (+ 1 if meeting necessary)	By April meeting	
Consider use of Levy monies to advertise Smoking Cessation Services	JB/SDOs	May meeting	
Promote appointment and roles of SDOs to contractors and others	JB/SDOs/MP/SP	By April meeting	
Add SDOs to mailchimp list	MP/SP	w/e 29/3/19	
Contract applications –prepare responses	TW	w/e 22/3/19	
Sub-committee reps to list next steps from each 18/3/19 meeting. Circulate and copy to LF.	SP/JB/LD	w/e 29/3/19	
Corporate Governance <ul style="list-style-type: none"> - Consider self –employment/employment questions further. Post-by-post /role-by role spreadsheet to be prepared - Mrs. C. McNidder to attend PSNC/LPC Treasurers’ day - LPC Self-Assessment exercise <ul style="list-style-type: none"> • -finalise Strategy document -put on LPC website -share with commissioners, etc 	SN CM JB MP/SP JB	April Meeting May By April meeting	

Action

CPWM live demo link

Options for a customer facing website reviewed in the future

Action: Speak at chairman and Secretaries group meeting about better CPWM pharmacy website – consistent joined up pharmacy message March/April **JB/LD**

Action

Re: website DSP needs to be nationwide – update

JB

CPWM 19/20 planned budget

Terms of approving funding for non-statutory body- extended to Staffordshire & Shropshire.

Common activities identified from LPCs’ individual plans

Attached

Core Issues with NHS England

Reviewed activity plan for BSol

Financial Matters

The Treasury position and succession to JC is Carol McNidder. There will be dual control with a transitional period to finalise 18/19 by 1st April 2019.

SP to add CMcN onto the exec email and Dropbox accounts. All handovers from JC to CMcN are in progress and from April 19 all expenses are to be sent over to CMcN.

The set of accounts for end of year still need finalising

New Contract Applications

Discussion for consideration and further action –

CAS-1292086- F4KOF8/Salts Healthcare- new Application submitted

Core Hours = 30 – LD relayed to the committee members that there isn't a fixed 40 hours if the proposed contract states 30 hours then that is acceptable and therefore cannot object to being based on 30 hours. To be forwarded to the sub - committee.

Action

Response from TW

CAS – 1465347-P2D2H0 – Smiths Wood Medical Centre –

This is a new application for a medical centre in Chelmsley Wood which Solihull LPC previously opposed to. After various changes, LD proposal new application for consideration, any interest from member to join the subcommittee.

Action

Response from TW

Through NHSE there has been a report of a pharmacy close permanently without any official notification. TW is investigating this.

Community Pharmacy Funding arrangements

All outstanding support for contractors that was planned has now been finalised including QPS

PSNC MATTERS

Brexit update and discussion

PSNC have announced that they are in the process of conversation but no information yet. There is likely to be a delay as a result of the extended Brexit scenario and a delay with the procedure, therefore will not be any progress until further notice.

PSNC regional meeting

JB circulated notes from the meeting. It was Mike King's last meeting as he is retiring, and thanks extended from the contractors for 30 plus years and the hard work and support for the LPC's. He discussed information on the website and the importance for contractors to access this. Luvjit Kandola who is currently chief officer of Leicestershire LPC will be succeeding Mike King with a two-month transitional period so she will begin her role in May. Feedback from the last meeting was from Simon Dukes and the

meeting frequency from PSNC exec will be less frequent but will be giving a written update for all, he has restructured the meetings to be held quarterly and has sent the LPC's a report, Jas Heer is the link for communication.

A future invite to Simon Dukes for CPWM September 2019

JB

Special Supply Protocols (SSP) which has been laid before Parliament to introduce a change in legislation enabling pharmacies to substitute a product or brand.

Healthy Living Pharmacies

NHS ENGLAND Campaign update:

Oral Health is the only one that has been identified for May 2019. Recording, submitting and keeping all information is suggested in the event of an inspection as evidence.

This is a national campaign. AMR on the NHS England campaign planner will be in September. JB has a meeting with Michelle Deenah on 21st March and will discuss the May Plan and delivery.

Contractors will be supplied with sample tubes of toothpaste for the campaign. LD suggested contacting the local LBC dental committee and signpost the campaign to dentists to encourage the public to arrange check ups with their dentist.

Local Authorities Enhanced Services

KB and VM will be working with different services in this area as Service Development Officers. JB has divided the remits, KB will be overseeing advanced services, NUR's NMS, VM will be working with other locally commissioned services which will include key Public Health services.

Update on Birmingham and Solihull services for drug misuse -

ZC

ZC has not yet attended any meetings, he has sent an email to 3 pharmacies with regards to a meeting to discuss consultation rooms but as of yet has had no response, he will contact them again.

JB went to see the Public Health Consultants and the Commissioning Manager in Solihull. Solihull are changing the way they are commissioning their services and are setting up local authority as far as commissioning is concerned and are interested in what Community Pharmacy can do. Birmingham is commissioning substance misuse and needle exchange services and have been involved with Hep C screening, Hep B vaccinations could be offered.

Gateway- public social care service has been set up in Solihull and they want to meet with the BSoL LPC with the prime providers/commissioners to discuss what BSoL could offer to Solihull residents through the Community Pharmacy network in Solihull. A meeting has been arranged for 26th March 1pm – 3pm at the council offices.

Sexual Health Services

In addition to the previous discussion, the individual contracts have been resolved, BSoL LPC are data controlled and have the right safeguarding in place with the software.

JB is attending a meeting on 19th March to present Umbrella in Hereford & Worcestershire, which both counties are interested in using the Umbrella model.

Somerset have also expressed an interest in creating the Umbrella service and want to share the learning practice, Somerset now have a point of testing kit to promote as a service for Hep B and Hep C.

Update from the last meeting is that six contractors that have all agreed to meet with the service to get a hands-on view of how it works. The next meeting with the providers will be in March other representatives and invites will be extended. The four times a year counter staff training at St Chads will stop and what they want is to elect contractors Collaboratory across the county to arrange a time, date and place for which will be called "Pharmacy Team Training ". LD advised that for non LPC contractor members not to discuss financial matters with Umbrella and an undertaking that umbrella will not approach these contractors and to be strictly operational.

JB

CGL

Updated on blood born virus and screening and new services

ZC

As a result of the success of the pilot, it was mentioned how can we make the treatment path way better. Once there is a positive result, the patient is referred for a further blood test to decide which is the more appropriate treatment. This has taken up to 4 weeks. There is a drop out between the diagnosis and the commencement of treatment. Discussions in place to make the pathway shorter and an expectation to narrow the time to 1 week.

Smoking Cessation

Smoking Steering Group

The notes from the last quarterly steering group have been circulated, there has been no update since other than the council are looking to invest in 12 months of quarterly training for contractors /staff which will be held in the evening, dates to be arranged. E-cigs will be the next contractor evening in April for development. Quit rates over the first 3 quarters through to December, GP's and pharmacy for 12 week quits, the progress is good, and the numbers are increasing. Everyone will be offered e-cigs and contractors will be allowed to supply any CE marked product without having to go for a preferred 3 brands. The good news is that the Birmingham contractors are delivering over 1000 quits and there is a demand from contractors to increase the rate and do more, also to increase the emphasis on mothers-to-be and mental health patients to assist in a higher quit successes, a supply voucher scheme will be introduced for contractors to opt in with an activity fee.

Good news that the e-cig service will be recommissioned from April 2019 for existing providers which was initially a pilot scheme. All new providers will be provided an e-cig solution to the smoking cessation service. From the date of the new contract it will available for everyone, there will be a generic price for the e-cig so will be asking contractors which brand of e-cig they are supplying and what the service requires.

Services Development Officers

Update -

After interviewing several candidates and selection procedures we have successfully recruited and welcome Kahinat Begum and Vanessa Morley as Services Development officers. KB and VM will be working 2 days per week each and will be working with advanced and enhanced services. JB will be meeting with them on

22nd March to discuss the various services they will be working with and future development to move forward, they will be attending an NHS England meeting on 21st March.

An introduction and brief background from KB and VM

Boots have been doing an AMR project around care homes and have published two papers with community pharmacy input in care homes. Boots are one of the only pharmacy's that provide acute prescriptions. Finding of the care homes is there is a need for further training and possibly a service for community pharmacy. **HE**

CHS Ltd

No Meeting

NHS England Matters

Pre-PSRC

Pre-PSRC is the pharmaceutical regulation sub committee for NHS England, regulatory, fitness to practice and all items that BSol LPC are involved with regards to Contract Applications, relocations etc, it all goes to PSRC, CPWM footprint. As there has been no meeting since December, JB contacted Michelle Deenah to arrange a meeting to discuss Birmingham contractor items that need processing.

A Transfer of Care pathway (discharge) is a likely service which needs to be developed by CPWM with priority to Acute Trusts already on the pitch and keen to proceed

LPC Chairs and Secretaries Group – CPWM

Birmingham and Solihull draft business plan 19/20 & BSol Strategy Document 19/20

Inputs and comments from all LPC members, no objections have been made therefore a proposal to adopt as a working document for the next 12-month period agreed by all.

The 19/20 Strategy Plan Document is for approval from the LPC committee and ready April and for the delivery plan to shape the Strategy Plan and highlights the CPWM activity. As the NHS structure has changed and Staffordshire and Shropshire being part of the CHS geography, it would be sensible to invite North Staffordshire, South Staffordshire and Shropshire to be part of CPWM.

CCG Matters

Medicine optimisation in care homes (MOCH)– update

Boots are taking two of the sites, Harbourne and Solihull and there is a third site which is an independent contractor. Boots have now recruited the pharmacist, 2 independent subscribers starting the programme and 2 part time technicians starting in April. Independent contractors are also on track to start in April and a prescribing training course is due, and projects for students was suggested for further progress and information.

There was a discussion with Professor Mark Das Gupta on creating a weekly newsletter with the information on all medicines and substitutes recommended.

LD will be attending a primary care network meeting on 20th March at West Bromwich Albion Football ground.

Chief Officer's Report

On 4th April there is an NPA, Leyla Hannabeck – Director of Pharmacy will be doing GPHC inspector calls from a contractor point of view. This will be done to share feedback and positive visits and will be at Great Barr, invites will be extended to Birmingham and the Black Country.

Any Other Business

Date of Next Meeting

The date of the next meeting is Monday 15th April 2019 – Becketts Farm

Authority to Chair and Officers

Authority was granted to the Chairman and Officers to act on behalf of the Committee in all matters of urgency until the next meeting of the Committee.

Sub Committee Working

Comms

See actions

Services Development sub group

Services Development Sub-group actions:

1. Share info and agree ways of working with Kahinat and Vanessa inc weekly catch ups for first few weeks. With focus on value created on activity summary
Advances Services - Kahinat.
LCS - Vanessa.
Consider PIF (Pharmacy Information Form) docket to help staff to identify potential advanced services
Introduce these new roles to contractors highlighting the change agenda and seek contractor needs through a simple survey
2. Push the Minor Infection Service with NHSE
3. Develop detail for discharge service
4. Update strategy and delivery plan docs to reflect higher profile of PCNs.
5. Solihull Sub-group to develop services for these contractors with S MBC and make recommendations to utilize the former Sol LPC reserves

Finance sub group

Contract Applications Sub-group actions

1. March 18th for the handover of treasurer subject to new appointment Carol McNidder accepting proposal and LPC accepting on vote at the meeting on 18th
2. Jody to continue to finish year end for 18/19 including payments
3. Jody to seek final bill from accountant and LPC to settle to allow consolidation of LPC accounts to be completed
4. Appoint new accountant – 2 suggestions Baldwins and Ridleys
5. Authority for Jody to continue authorising accounts post April to be put to LPC vote to ensure smooth transition
6. Jeff to seek forms to add carol to Bank Account
7. Provisional budgets to be prepared on draft accounts- action for whom to be determined

Control of Entry sub group

Response to applications

TW