

Community Pharmacy South Yorkshire Committee

Agenda for 12th September 2023

Time: 9.30am – 5pm

@ Mercure Sheffield Parkway, Catcliffe, Sheffield, S60 5BD

	Item	Attachment	Lead	Time
	<p>Attending:</p> <ul style="list-style-type: none"> ▪ Claire Thomas, Community Pharmacy Clinical Lead, SY ICB ▪ Ric James, IPMO Project Manager ▪ Vicki Roberts, New Chief Officer, CPSY <p>Apologies for absence</p> <ul style="list-style-type: none"> ▪ Raj Morjaria, LPC member ▪ Victoria Lindon, Assistant Head of Primary Care Co-Commissioning, NHSE ▪ David Broome, CPE Regional Representative for Yorks & Humber ▪ Caroline Ashworth, ICB Pharmacy Workforce Lead ▪ 		CB	9.30am
1	<p>GOVERNANCE</p> <p>1.1 Acceptance of the minutes from 4th July 2023</p> <p>1.2 Outstanding Actions from meeting on 4th July 2023 (not on the agenda)</p> <ul style="list-style-type: none"> ▪ Action: Newsletter article on Virtual Outcomes and ask contractors if they would use the training ▪ LR to liaise with CT around services using the details collated for the LPC website ▪ Action: CB to contact Nick Hunter about the workforce meetings and ask if he is available to attend the planned meetings until we have a chief officer in place. ▪ Action: Info for the Humankind Drug and Alcohol service event to be sent through to AE to forward to Sheffield Pharmacies. <p>1.3 Governance documents for CPSY</p> <ul style="list-style-type: none"> ▪ Member and staff declarations of interest <p>1.3 Governance Lead report</p> <p>1.4 Declarations of Interest for any item on the agenda</p>	<p>Attachment 1A</p> <p>Attachment 1B</p> <p>Attachment 1C</p>		9.35am

	<i>If any member has any personal or pecuniary interest whatsoever in any matter, they should declare it or not actively contribute to the discussion unless asked by the rest of the committee to provide factual information to aid their understanding. In either case they should not vote on the item</i>			
	Agenda items			
2	<p>CPSY finance update</p> <ul style="list-style-type: none"> ➤ Budget for CPSY 2023/24 ➤ Finance sub committee <ul style="list-style-type: none"> ▪ Expense policy and claim form ▪ Project money account balances and whether actively using this funding ▪ 	<p>Attachment 2A</p> <p>Attachment 2B and 2C</p> <p>Attachment 2D and 2E</p>	TB / GC	9.50am
3	<p>NHS Contract Matters</p> <p>3.1 New contracts - Routine</p> <p>3.2 New contracts- accepted</p> <p>3.2.1 Application in respect of a distance selling pharmacy By: Pill Post Ltd At: Joe Poles Industrial Estate, Claycliffe Road, Barnsley, S71 1HS Closing date was 27.08.23 – LPC response sent included in docs</p> <p>3.3 <u>Litigation</u> Nothing received</p> <ul style="list-style-type: none"> ➤ Primary Care Appeals update July 2023 <p>3.4 <u>Decisions</u></p> <p>Listed on Attachment 3.4</p> <p>3.5 <u>Responses received.</u></p> <p>3.5.1 No significant change relocation By: Superdrug Plc / T/A Superdrug Pharmacy From: 17-19 Frenchgate Shopping Centre, Doncaster, DN1 1PZ To: Unit 21 Frenchgate Shopping Centre, Doncaster, DN1 1LF Approved</p> <p>3.5.2 Distance Selling pharmacy application By: Aster Pharm Ltd</p>	<p>YES</p> <p>3.2</p> <p>3.5.1</p> <p>3.5.2</p>		10.20am

	<p>At: Unit 1 Business Centre, Grange Lane, Shiregreen, Sheffield, S5 0DP</p> <p>3.5.3 COO and No significant change relocation From: Superdrug Plc To A&S Supply Services Ltd From: 12 Howard Street, Rotherham, S60 1QU To: Unit 10 Central Business Park, Masbrough Street, Rotherham, S60 1EW</p> <p>3.5.4 Distance selling pharmacy application By: Rex Pharma Ltd At: 64 High Street, Maltby, Rotherham, S66 8LA</p> <p>3.6 <u>Amendment to Pharmaceutical List (change of hours, closures, opening)</u></p> <p>Listed on Attachment 3.6</p>	<p>3.5.3</p> <p>3.5.4</p>		
4	<p>Claire Thomas, Community Pharmacy Clinical Lead, South Yorkshire ICB, and Ric James, IPMO Project Manager</p> <ul style="list-style-type: none"> ▪ National Service Delivery ▪ COVID Medicines Supply Service ▪ Locum engagement ▪ Workforce ▪ IP Pathfinder ▪ Review of Locally Commissioned Services for Community Pharmacy ▪ Primary Care Access recovery plan - Digital update ▪ CPCS Steering Group update 	<p>4A</p> <p>4B</p>	CT	10.30am
COFFEE BREAK				11.15am
5	<p>David Broome, CPE Regional Representative for Yorkshire & Humber</p> <p>Apologies received</p>		DB	11.30am
6	<p>Communications update</p> <p>Website Review the draft pages and presentation – discuss the items that wish to be included on the website and those that can be removed.</p> <p>Newsletter</p>		LR	12.30pm

7	Community Pharmacy England updates <ul style="list-style-type: none"> ▪ PSNC events <ul style="list-style-type: none"> ➤ Conference – 12th October 2023 (CB, LM, ST and RM and VR) ➤ New member days - there will be more dates added ▪ PSNC newsletters received (link to CPE website) - Newsletter archive - Community Pharmacy England (cpe.org.uk) ▪ Covid and Flu vaccines 	7A	CB	12.45pm
	LUNCH			1pm – 2pm
	AGM			2pm
8	Vicki Roberts – CPSY Chief Officer from 31st October 2023 <ul style="list-style-type: none"> ▪ Introduction and vision 		VR	3pm
9	Commissioning <u>NHS / ICB</u> <ul style="list-style-type: none"> ▪ Community Pharmacy Forum <ul style="list-style-type: none"> ➤ next meeting ?? ➤ Community Pharmacy Forum work plan ▪ Primary Care Strategy draft ▪ IPMO ▪ SY Primary Care workforce meeting (TB) ▪ SY system level APC/ APG ▪ CPCS Steering Group meeting <u>National Services</u> <ul style="list-style-type: none"> • Hypertension Service – IT platform from 1st Sept • National Smoking Service • National Contraception service 	Attachment 9A Attachment 9B		3.20pm
	COFFEE BREAK			
10	Barnsley updates		TB	3.45pm
11	Doncaster updates <ul style="list-style-type: none"> ➤ Patient Participation Group and Healthwatch Virtual meeting with VL (ICB), CT (ICB), LPC, TB (CP Forum) – Nov / Dec 2023 		LM	3.55pm

12	<u>Rotherham updates</u> ➤		CB	4.05pm
13	Sheffield updates ➤		TB	4.15pm
14	Other Information received ▪ CCA matters June 2023 ▪	14A		4.25pm
15	AOB 15.1 Sponsorship	NO		4.30pm
	Date of next meeting ➤ 14 TH November 2023	NO	ALL	
	Close			4.45pm

Please find below the Nolan principles that committee members should work towards while representing CPSY and contractors

The Seven Nolan Principles:

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for awards or benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Holders of public office should promote and support these principles by leadership and example.