

CPSY Minutes

Location:	Mercure Hotel, Sheffield Parkway, S60 5BD
Date:	Wednesday 27th November 2024
Time:	09.00-15.45

1.1 Present	Representative	Initials	1.2 Apologies
Chair - Chris Bland	Non-Member (Morning session)	CB	
Vice Chair - Paul Mason	IPA Rep	PM	Apologies
Treasurer – Stephen Pollock	Independent Contractor	SP	
Christopher Alcock	IPA Rep	CA	
Stella Shaw	IPA Rep	SS	
Richard Hackett	IPA Rep	RH	
Richard Dunne	CCA Rep	RD	
Daniel Swift	CCA Rep	DS	
Joseph Bratley	CCA Rep	JB	
Rizwan Ali	Independent Contractor	RA	
Raj Morjaria	Independent Contractor	RM	Apologies

2.1 In Attendance	Role	Initials
Vicki Roberts	Chief Executive Officer	VR
Laura Richardson	Service and Engagement Lead	LR
Jane Charlesworth	Business Support Officer	JC

2.2 Guests & Observers	Role	Initials
David Broome	CPE Regional Representative for Yorks & Humber	DB
Claire Thomas	Community Pharmacy Clinical Lead, SY ICB	CT
Victoria Lindon	Primary Care Lead, SY ICB	VL
James Wood	CPE Director of Member and LPC Support	JW
Babir Malik	Imaan Healthcare (Observer – Afternoon session only)	BM

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MAIN MEETING

<p>1.0</p>	<p>Welcome, Objectives for the Committee CB Welcomed Members, Guests and Observers to the meeting. CB Advised members that the CPE session would be recorded and briefly voting process for item 5b. Apologies were noted.</p>
<p>2.0</p>	<p>Decisions to be made at this meeting Virtual Outcomes license renewal - to be covered in agenda item 12</p>
<p>3.0</p>	<p>GOVERNANCE</p> <p>Proxy Voting PM had nominated CB as proxy vote for the CPE Composition agenda item. No other proxy votes nominated.</p> <p>Minutes from September Meeting The minutes of the meeting on 25th September 2024 were proposed as a true record of the meeting by RA and seconded by RD.</p> <p>Minutes from AGM Meeting The minutes of the meeting on 25th September 2024 were approved.</p> <p>Declarations of Interest Members were asked to inform the Chair of any changes to their Declaration of Interests. No changes declared. All Governance documents now up to date and uploaded to website.</p> <p>Action Log VR reviewed outstanding actions.</p> <ul style="list-style-type: none"> • Funding Policy Draft to be ratified at Governance Sub Committee and Finance Sub Committee and final version brought to January LPC meeting. • Advanced Services Workshop Update Next Advanced Services Workshop planned for 9th March 2025. To be held in Doncaster and incorporate CPPE Contraception Workshop. The event will also be promoted by CPPE and registration available on CPPE website along with CPSY. Target 60 delegates, possibility to arrange online workshops if this event gets to capacity. • Overview of Meds Optimisation Team and ways of working Awaiting update from Alex Molyneux <p>Action – VR to share Minor Ailments comparison report Action – JC follow up with AM on return from annual leave - Complete Action – LR/VR to take Funding Policy to Governance Sub Committee and Finance Sub Committee Action – JC move all resolved actions to Archive tab - Complete Action – JC update with today's actions - Complete</p>

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	<p>Risk Register VR reviewed Risk Register. The register has been to the Finance Sub Committee and Governance Sub Committee and ratified. The register will be reviewed on a regular basis.</p> <p>Members approved and agreed to upload to CPSY website. Action – JC upload on to website - Complete</p> <p>Changes to Declaration of Interest</p> <ul style="list-style-type: none"> • None <p>Speaker Policy VR advised PM had reviewed the Speaker Policy.</p> <p>Members approved and agreed to upload to CPSY website.</p> <p>Action – JC upload on to website - Complete Action – JC to set up folders in Teams for signed Speaker Policies – Complete in Governance</p>
4.a	<p>INTERNAL MATTERS</p> <p>CO & Chair Update</p> <p>Chair update Key points covered:</p> <ul style="list-style-type: none"> • Feedback from those who attended the CPE conference Stephen Kinnock, MP did not attend and address the conference in person but provided a video address., As negotiations on the CPCF have yet to re-commence there was no update on these. 10 Year plan covered. and the vision for Community Pharmacy 1 year on were covered via workshop sessions. DB spoke of a national piece of work on Branded Generics, the data is anonymised and shows the effect on the region of sums being lost that is considerable. DB has shared with VR for review. <p>CB advised of an evening virtual meeting on 28th November for LPC members in Yorkshire and the Humber to meet with Janet Morrison to discuss the current challenges and understand how LPCs and CPE can support each other more effectively.</p> <ul style="list-style-type: none"> • Primary Care Provider Alliance (PCPA) Presentations from the recent workshop shared with members outlining Place and ICB structures. CB highlighted that commissioning budgets sit at place level, ICB doesn't hold these so decisions are still ultimately with place. Each place works differently with different processes and different names for same services • MDS Continue as 2024 As per the ICB approved guidance, GP's and others involved in care provision, have to complete a form to assess if a patient needs MDS. As GPs aren't remunerated they are highly unlikely to complete the form.



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	<p>Pharmacy still completes their assessment.</p> <ul style="list-style-type: none"> • CB advised that the JCVI Guidance for flu and COVID-19 vaccination cohorts for 2025/2026 has been published and that cohorts reduced for COVID-19 • Vaccinations Uptake for vaccination has reduced from pre-pandemic levels. Potential opportunity for Community Pharmacy to provide more vaccination services e.g. HPV, MMR <p>Members were invited to ask questions or seek clarifications.</p> <p>The written CO update was shared with members for information in the meeting papers. Key points discussed:</p> <ul style="list-style-type: none"> • Support Team JC passed probationary period. • Finance TB removed from the bank accounts. JC taken administration from SP VR and JB have been added as 2nd line approvers for payments via the bank account for back up in SP is on leave. 2025 /2026 budgeting process to start January 2025 by FSC with input from CB & VR • ICB Updates Medicines Optimisation Team Transformation - Ongoing discussions for any available support to engage GPs for Advanced Services. Some potential resources may be available. Drug Shortages – ICB is establishing a ‘Tactical Command Group’ to improve system response to critical/prolonged episodes of medicines shortages and other situations where cross provider co-ordination of medicines availability is necessary. CPSY will be a member of this group. • Sheffield LMC VR and SK met with an Exec Officer from Sheffield LMC to discuss relationships between GP and Pharmacy more generally, and Pharmacy First: focusing on referrals and the NHSE PCN Pilot • PNA’s Anecdotally heard that Sheffield will not be preparing a PNA No response from Rotherham Progress is being made in Barnsley and Doncaster Action – VR to pick up with Sheffield as legal requirement • MP Engagement Visit with Sally Jameson went well and was actively interested in pharmacy Action – VR to follow up with SJ to keep up momentum with building the relationship DS suggested targeting Dan Jarvis as he has been supportive in the past. RD suggested we develop a strategy for or MP work, targeting those MPs who are pro-community pharmacy
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	<p>Action – LR include MP engagement strategy within the broader CPSY Comms Strategy</p> <ul style="list-style-type: none"> 2025 CPSY Meetings VR confirmed Mercure will be venue for 2025 CPSY meetings after a review of alternative venues and that sponsorship had been secured for almost all meetings next year <p>Action – Members to confirm if 28th May will be an issue as Bank Holiday and Spring Bank week</p>
4.b	<p>INTERNAL MATTERS – Closed Section</p> <ul style="list-style-type: none"> Confidential Minutes
5a	<p>CPE Update – Closed Section</p> <ul style="list-style-type: none"> Confidential Minutes
	BREAK
5b	<p>CPE Composition – Closed Section</p> <ul style="list-style-type: none"> Vote
	LUNCH
	<p>Chris Bland left the meeting due to reasons beyond his control. Richard Dunne stepped in to chair the remainder of the meeting.</p>
6.0	<p>ICB Update</p> <p>CT provided her ICB Clinical Lead update. Key points included:</p> <ul style="list-style-type: none"> Domestication of Vaccination research bid Approached by Sheffield University for CPSY to support their research vaccination project 6 Pharmacies to visit to observe a minimum of 30 jabs (onsite jabs only) 25 pharmacists to take part in qualitative interviews (conducted in an evening for up to max an hour) Aim for the 5-year project to begin through 2026 with the pharmacy element to take place through Autumn 2027 Considerations raised: Practicalities of observation - many CP consultation rooms are very small and Obtaining patient consent for observation (potential for funding) <p>Members were invited to ask question or seek clarifications.</p> <p>CPSY members supported with the caveat that any additional task undertaken by the pharmacy is remunerated.</p> <ul style="list-style-type: none"> NHS Regional Team – looking for volunteers To have photos taken and answer questions about working over the festive period. <p>Members request clarity on how and where the photos and features will be used.</p> <p>Action - CT to clarify and circulate -Complete</p>



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VL made known that all bank holidays and Christmas opening hours have been agreed by voluntary agreement, which hasn't been the case in other areas and requested appreciation and thanks to our contractors on behalf of the ICB is minuted

- **Hypertension Case Finding**

ABPM numbers still low, work to understand barriers and specific reasons

Letters to be issued this week to pharmacies that:

1. Have done none
2. Showing unusual activity

CT to challenge Meds Optimisation group as APBM has been set to green and BAU, 1/3rd of all pharmacies delivering the service over South Yorkshire are at zero APBM

- **Independent Pathfinder**

One site now live and test prescription has been sent however unable to complete patient consultations as an issue with PharmOutcomes requires resolving to enable the consultation record to be completed.

Two more sites are ready to go live

Members were invited to ask question or seek clarifications.

VL provided an update. Key points included:

- **GP Collective action**

BMA members voted unanimously to take action; two thirds of GP's are in BMA. To date we haven't seen widespread impact of the action. ICB has written out to GPs to get further information on the actions they are taking. The ICB have had some responses.

- **Compliance**

A minority of pharmacies across South Yorkshire aren't complying with elements of the CPCF which are mandatory requirements. It was reiterated that it is a small minority and often the same contractors that don't comply with multiple requirements. In these cases 'breach' notices may be issued as the ICB need to take a firmer approach to none compliance. This is the approach being taken across Yorkshire and the Humber.

Action – VL to share lists with VR (CPAF)

Action – JC to ensure Mandatory Workforce Survey alert is put back in the newsletter – Complete.

Action – VL/VR to agree wording so that an alert can be included in the newsletter to inform contractors.

Action – JC to include in new Contractor Welcome Pack

Members were invited to ask question or seek clarifications.

7.0	<p>Projects –</p> <ul style="list-style-type: none"> Pharmacy First <p>VR summarised Pharmacy First Highlight report.</p> <ul style="list-style-type: none"> Importance of discussions with GP's in promoting Pharmacy First and keeping it live. Action – VR to ask for targeted plan from task and finish group. Pharmacy First funding for Shammi is available to end of March 2025 New Pharmacy First Newsletter for contractors is being produced every 2 weeks Action – LR to pick up with DS for content for next Pharmacy First Newsletter PCN Lead Conducting eight interviews from 3rd December to 9th December
8.0	<p>Pharmacy Forum</p> <p>VR advised that the Forum workplan will be reviewed to align with ICB Primary Care Provider Alliance priorities and membership is being expanded.</p>
10.0	<p>Services & Commissioning Update</p> <p>VR Updated members. Key points included:</p> <ul style="list-style-type: none"> Barnsley ICB Commissioned Services – delays to payments Waythrough (was Humankind) – Supervised Consumption and Needle Exchange – delays to payments Doncaster Aspire – Supervised Consumption & NEX – increased fees and new contracts SWYPT – Smoking – discussion around fees and inequity across SY Rotherham Rotherham NHS FT – EHC – awaiting final resources We are with you – planned annual refresher training coming in the new year Sheffield Waythrough (was Humankind) – Supervised Consumption and Needle Exchange – delays to payments Primary Care Sheffield – EHC – will not move on current fees SWYT – Smoking – level 2 service has been decommissioned from pharmacies and GP practices
11.0	<p>Communications Update</p> <ul style="list-style-type: none"> Communication & Social Media Strategy Group Session Group session to discuss the draft communication & Social Media Strategy. Areas Discussed: Draft Document Gaps in Strategy Role of LPC members <p>Action – All Members to supply short bio and photo</p>

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	<p>Action – Draft Strategy to be updated and brought back to the Committee in January 2025 – Noted on meeting planner</p> <p>Action – BM to supply testimonial and photo</p> <p>Action – VR to circulate Skills Audit to members</p>
12.0	<p>Virtual Outcomes License Renewal</p> <p>Renewal of Virtual Outcomes was reviewed and value assessed. It was agreed that the license will not be renewed.</p> <p>Action – LR to confirm with supplier - Complete</p>
	<p>Review objectives & decisions; AOB.</p> <p>VR</p> <ul style="list-style-type: none"> • Workforce Retention Task & Finish Group – NHSE attending to present on Early career pharmacist education and career pathways from 2026 at the meeting on 10th December. <p>Action – VR to share details.</p> <ul style="list-style-type: none"> • AccuRx OOS Project – may now be happening across South Yorkshire. CPSY to manage training for community pharmacy teams. We have agreed with the ICB that GP training sessions will happen first at the start of January then Pharmacy training towards the end of the month. <p>JB</p> <ul style="list-style-type: none"> • Is Pharmacy First included in Winter Pressures campaign? VL confirmed.
	MEETING CLOSE 15:45

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 27th November 2024

Signed:



Date: 27/11/24

Chris Bland, Chair, Community Pharmacy South Yorkshire