

Minutes of the meeting of Community Pharmacy North East Central (CPNEC) held on 4 July 2024 at Chester-Le-Street Cricket Club, Ropery Lane, Chester-Le-Street. DH3 3PF

**In attendance:**

Emma Morris  
 Paul Arnett  
 Rob Pitt  
 Jamie Rotherham  
 Andrea Dickinson  
 Jovan Wong  
 Joy Cooper  
 Lee Middleton  
 Ian Mensforth  
 Kathryn Brown  
 Derek Roberts  
 Ann Gunning  
 Geraint Morris  
 Greg Burke  
 Sami Hanna, CPE Northern Representative

LPC/052/24	<b>Apologies for absence:</b> Raminder Sihota
LPC/053/24	<b>Introduction.</b> Emma introduced the meeting; reminded members of the Nolan Principles and, if appropriate, to declare any interests.
LPC/054/24	<b>LPC Administration</b> <b><i>Minutes of 9th May meeting.</i></b> With one small amendment, the content of the minutes was accepted. Members agreed that the minutes should be added to the website. <b><i>Action log</i></b> Members reviewed the content of the action log and updated as appropriate. <b>Action: Greg to circulate a QR code for the 111 Emergency supply service.</b> It was noted that in Yorkshire and Humber, a suite of template market entry responses has been developed. <b>Action: Item to be included on the agenda of the next Regional LPC meeting.</b> There was a detailed discussion regarding the respiratory budget slippage money currently held by PSNE Ltd. Lee stated that he felt PSNE Ltd should not be paying out management fees to LPCs each year; the money should remain within the company; this would help to ensure that there is sufficient

money to pay pharmacies. **Action: To be included as an agenda item at the next PSNE Board meeting.**

There was a discussion about ordering prescriptions on behalf of patients. Ann had checked with Ewan Maule in relation to an ICB wide policy; Ewan had replied to confirm that the intention was to implement an ICB wide policy that, except for vulnerable patients, pharmacies cannot order on behalf of patients. Sarrah Seldon had been tasked with moving this forward. Andrea stated that there must be absolute clarity about what constitutes a vulnerable patient.

Ian stated that a practice in the vicinity of his pharmacy is ordering on behalf of patients. **Action: Ann to contact the Meds Op team to clarify whether the practice is acting appropriately.**

With regards to media training, CPE hosted a session on line recently, Geraint suggested that CPE be requested to provide a link to the recording. **Action: Greg**

There was a discussion in relation to training. It was suggested that, regionally, there should be an ENT “mop up” session. In relation to the Pharmacy Contraception Service (PCS) there was a suggestion that several sessions should be held across the ICB and be funded by the training budget held by PSNE Ltd. Greg has asked colleagues at CDDFT whether they would be willing to host these sessions. Rob made the point that this would be beneficial to the cohort of newly qualifieds. Andrea suggested also opening the training to pre-reg students. Joy asked about how we reach locums to circulate the messages regarding training, it was referenced that there are several WhatsApp groups which can be used.

There was a discussion about extending training to include technicians. Lee said that technicians should be invited to all training sessions; Andrea was in full agreement. Ann raised the issue of maintaining competencies; if technicians are trained too far in advance of being able to provide a service there is a risk that they will forget the content of the training when they can provide. There was a lot of support for training technicians now. **Action: for CPNEC to consider how it can better support technicians.**

Jamie mentioned that he has been approached by some contractors about the provision of training in relation to the BP case finding service. He has also been asked whether the LPC can help with securing discounted rates for ABPM machines. Geraint mentioned that he is in discussion with the ICB about the possibility of it providing a budget for this.

Geraint provided an update following Wendy Thompson’s attendance at the May CPNEC meeting, in particular regarding the discussion around Pharmacy First. Coaches now have access to information that will assist them to help practices to unlock multi factor authentication. It is also clear that the regional LMC does not support Pharmacy First; GPs are concerned about details being written on to patient records.

#### **Annual report**

It was agreed that the 23-24 Annual Report should be as short as possible; the content must comply with the constitution and no more.

	<p>Members noted the template provided by CPE and felt that it was too complicated and long. <b>Action: Greg</b></p> <p><b>Market Entry applications</b></p> <p>Joy, Emma and Kathryn declared an interest in both applications.</p> <p><b>D &amp; D Healthcare NE Ltd – no significant change relocation.</b></p> <p>Members noted the content of the draft provided by Greg. They also noted that the relocation had already taken place and the explanation provided by the contractor. Members agreed the content of the draft and stated that, when submitted, the letter from CPNEC must ensure that it makes clear that the outcome in this case must not set a precedent for other cases where a pharmacy relocates before a decision is taken. <b>Action: Greg.</b></p> <p><b>Zedsor Ltd – application for a DSP contract.</b></p> <p>Paul declared an interest. Members approved the content of the draft letter provided by Greg. <b>Action: Greg to submit the CPNEC response.</b></p>
LPC/055/24	<p><b>CPE Update – Sami Hanna</b></p> <p>The content of the discussion focussed on the CPE event in Newcastle the previous evening. Those who attended agreed that it had been a productive evening. CPE colleagues who attended were very professional, they outlined everything they had been doing with regards to the financial crisis. It was clear that their work had been comprehensive. Geraint said that he left the event feeling that CPE has been very proactive on behalf of the profession. <b>Action: Greg to share the PowerPoint presentation with members.</b></p> <p>In the afternoon session with RLPC colleagues, CPE had been challenged on how it was spending the additional levy money received from LPCs; CPE was able to account for the spend.</p>
LPC/056/24	<p><b>CPE Strategy document</b></p> <p>Emma introduced the agenda item. Members had received a copy of the draft strategy with the agenda. The communications, services, finance and governance sub groups entered breakout sessions, determined the actions they would take to comply with their sections of the strategy. Greg captured the feedback in the plenary session.</p> <p><b>Action: Greg to update the document, circulate to members and include on the CPNEC website.</b></p> <p><b>Action: The strategy to be included as an item at every CPNEC meeting.</b></p> <p><b>Action: Sub groups to inform Lee of their budgetary requirements by 30 September.</b></p>
LPC/057/24	<p><b>Services coach update – Jamie Rotherham</b></p> <p>Jamie mentioned multifactor authentication (MFA); it is still an issue for some practices; though some practices are not aware of it as they are not referring. Sunderland practices do not seem to want to engage with PF.</p> <p>Jamie is engaging with the two NECS coaches and is their point of contact. Jamie fed back about the clinical leads meeting he and Geraint had attended in Durham. It had been a positive meeting.</p>

	<p>Geraint and Jamie are attending the Sunderland equivalent on 23 July. He has a training session with three Sunderland practices in July. It appears that the Old Forge practice in Sunderland is the only one demonstrating real engagement. Derek agreed to speak with the lead GP at Riverview and provide him with Jamie's contact details. Geraint is speaking with colleagues in urgent care about making PF referrals, talks are progressing, but no agreement reached yet. There was a discussion about issues with some pharmacies rejecting referrals, this should not be happening. Emma mentioned the one-page PF "advert" which is to be included in a council magazine north of Tyne. <b>Action: Greg to approach Durham and Sunderland councils.</b> Geraint reported that he is in discussion with the ICB regarding an increased fee for Think Pharmacy First.</p>
<p>LPC/058/24</p>	<p><b>Feedback from meetings</b>  <b>Sunderland City Council</b>  Ann briefed members on the content of ongoing discussions with Heather Frith at Sunderland regarding the LARC pilot and PSNE Ltd registering for the NEPO portal. There was an initial LARC meeting on 4 June which went very well; Emma provided an account of the event. C Card training has been made available to Sunderland pharmacies. Andrea commented that DBS checks could be an obstacle to sign up and Lee queried whether the LPC should be encouraging pharmacies to sign up to the service. Kathryn suggested that the focus must be on PF, pharmacy contraceptive service and BP case finding.  <b>Executive team meeting</b>  The majority of items discussed at the Executive team meeting on 26 June are covered by items on today's agenda. Also, in an email to members dated 1 July, Greg provided feedback from the executive team meeting.  There was a discussion regarding PCN leads and vacancies. Andrea volunteered to fill the Sunderland West One and West Two vacancies. Paul agreed to speak with Jonathan Duffy at Belmont Pharmacy about the vacancy in Durham East. Derek will speak with Donna Roberts to see whether she is interested in the role for Durham West and Emma agreed to make enquiries in relation to the vacancy in Teesdale. Kathryn agreed to contact Well, Shildon about Sedgfield One.  Jamie queried the governance of the roles e.g. who manages the leads? Emma mentioned Mike Maguire's role and informed the meeting that he wants to meet with our leads in September.  <b>Action: Greg has posted updated PCN information on the CPNEC website. Greg to copy the link to members.</b>  <b>Regional LPC (RLPC)</b>  Sami provided the background to letters drafted by the RLPC to MPs and directors of public health (DPH) in relation to the financial crisis being faced by the profession. Members noted the content but did not decide as to whether CPNEC should adopt the letters and send to MPs and DPHs</p>

LPC/059/24	<p><b>PSNE Ltd</b></p> <p>Members agreed that CPNEC should settle the invoice for legal fees incurred by PSNE Ltd to onboard CPNEC. <b>Action: Greg and Lee.</b> CPNEC's management fee for 2023/24 will be in the region of £28k; Sami will confirm the exact amount soon.</p> <p>There was a discussion about monies owed to PSNE Ltd; there are late payers, one of which is the ICB. PSNE Ltd has been constantly chasing up the ICB and significant amounts of money have started to arrive in the account now.</p>
LPC/060/24	<p><b>Any other Business</b></p> <p>Geraint fed back briefly following his attendance at that afternoon's CLOT meeting. Pharmacies which did not successfully upload its PQS Audit data during the original window will be given a second chance, a second window will open for a week commencing 29 July. Targeted emails will be sent to the affected pharmacies.</p> <p>The influenza vaccination PGD has been published today.</p> <p><b>The open section of the meeting closed. Sami Hanna left the meeting.</b></p>
	<p><b>Date of next meeting: 10 September 2024 at Chester-Le-Street Cricket Club.</b></p>