



1	<p>Present</p> <p>Members</p> <table border="1"> <tr><td>Paul Barry</td><td>CCA</td><td>PB</td></tr> <tr><td>Daniel Byatt</td><td>AIMp</td><td>DB</td></tr> <tr><td>Ian Cubbin</td><td>Independent</td><td>IC</td></tr> <tr><td>Jack Eckersley</td><td>Independent</td><td>JE</td></tr> <tr><td>Jemma Grossman</td><td>CCA</td><td>JG</td></tr> <tr><td>Heather Johnson</td><td>CCA</td><td>HJ</td></tr> <tr><td>Rachel Jones</td><td>CCA</td><td>RJ</td></tr> <tr><td>Wesley Jones</td><td>CCA</td><td>WJ</td></tr> <tr><td>Anna Mir</td><td>CCA</td><td>AM</td></tr> <tr><td>Dane Stratton-Powell</td><td>CCA</td><td>DSP</td></tr> <tr><td>Stephen Thomas</td><td>CCA</td><td>ST</td></tr> </table> <p>In Attendance</p> <table border="1"> <tr><td>Suzanne Austin</td><td>PSM</td><td>SA</td></tr> <tr><td>Sara Davies</td><td>EO</td><td>SDa</td></tr> <tr><td>Gary Pickering</td><td>PSM</td><td>GP</td></tr> <tr><td>Alison Williams</td><td>BSO</td><td>AW</td></tr> </table> <p>Apologies</p> <table border="1"> <tr><td>David Crosbie</td><td>CCA</td><td>DC</td></tr> <tr><td>Stuart Dudley</td><td>Independent</td><td>SD</td></tr> <tr><td>Nick Goodwin</td><td>Independent</td><td>NG</td></tr> <tr><td>Andrew Hodgson</td><td>Independent</td><td>AH</td></tr> <tr><td>Adam Irvine</td><td>CEO</td><td>AI</td></tr> </table>	Paul Barry	CCA	PB	Daniel Byatt	AIMp	DB	Ian Cubbin	Independent	IC	Jack Eckersley	Independent	JE	Jemma Grossman	CCA	JG	Heather Johnson	CCA	HJ	Rachel Jones	CCA	RJ	Wesley Jones	CCA	WJ	Anna Mir	CCA	AM	Dane Stratton-Powell	CCA	DSP	Stephen Thomas	CCA	ST	Suzanne Austin	PSM	SA	Sara Davies	EO	SDa	Gary Pickering	PSM	GP	Alison Williams	BSO	AW	David Crosbie	CCA	DC	Stuart Dudley	Independent	SD	Nick Goodwin	Independent	NG	Andrew Hodgson	Independent	AH	Adam Irvine	CEO	AI
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2	<p>Welcome, Apologies and Expressions of Interest</p> <p>DSP chaired the meeting and welcomed members.</p> <p>Apologies were received from DC, SD, NG, AH and AI.</p> <p>DSP will contact NG regarding his attendance history and co-option will be considered if required.</p> <p>No expressions of interest were received.</p>																																																												
3	<p>Annual Governance</p> <p>a) Election of LPC Officers</p> <p>AW asked for nominations for the position of Chair.</p> <p>i. Chair Dane Stratton-Powell was proposed by Ian Cubbin and seconded by Stephen Thomas. There were no objections and DSP was happy to accept the nomination and was duly appointed. <i>DSP took over the chairing of the committee meeting.</i></p> <p>ii. Vice Chair Stuart Dudley was proposed by Stephen Thomas and seconded by Ian Cubbin. SD was happy to accept the nomination and was duly appointed.</p> <p>iii. Treasurer</p>																																																												

	<p>Ian Cubbin was proposed by Anna Mir and seconded by Stephen Thomas. IC was happy to accept the nomination and was duly appointed.</p> <p>b) LPC Sub-Committee Membership</p> <p>i. Staff and Resource Members will remain as IC/AH/HJ/DSP/ST</p> <p>ii. Governance and Finance Members will remain as IC/SD/HJ/AW</p> <p>iii. CSC Members will remain as IC/SD/SDa/HJ/AM/ST/AW</p> <p>iv. Services Members will remain as SA/PB/DB/DC/IE/NG/JG/AH/AI/RJ/WJ/DSP/GP</p> <p>c) Standing Order and Code of Conduct The document (pre-circulated prior to the meeting), was reviewed and adopted for the next year with no amendments.</p> <p>d) Annual Declarations of Interest The Declarations of Interest (DOI) form was distributed to members prior to the meeting. On receipt back, AW will update the LPC website to include member DOI's for 2022.</p> <p>e) LPC Expenses Policy The 2021-2022 expenses policy was reviewed; recommendations were presented on behalf of the finance sub-group which were approved and will be implemented from 1 April for the coming year. AW will update the website with updated documents as necessary.</p>
4	<p>Suzanne Austin - Chair of the Cheshire LPN</p> <p>SA updated members on the following LPN/NHSE business:</p> <ul style="list-style-type: none"> • CPAF visits have all been completed for the year. • Due to a few CPCS claim outliers a full claim audit is being undertaken for the month of March. Individual contractors will be contacted if required. • The MIAA group is still functioning but there has been a reduction in the budget for this year. Much of the work of the group has been stifled due to staff shortages, however, going forward the group are putting additional funding towards finding resource to backfill people. There is a list of projects in the budget setting including the DOAC and a review of the stoma project. A number of topics have been identified that, if money becomes available, they would want to be funded. • The COVID vaccination programme continues and the spring booster programme for the over 75s is currently underway. Whilst the autumn booster campaign is unknown currently it is looking likely that EoI from community pharmacies will be sought in the summer. • Integrated Care Board (ICB) <ul style="list-style-type: none"> ○ Going forward Tom Knight's team, including Pam Soo, will be lifted and shifted into the ICB. ○ Tony Leo believes that clinical leadership is needed; the roles of the LPN chairs and clinical advisors are vital and it is essential that they continue. ○ PGDs will need to be held at an ICB level if there is going to be uniformity of services, however if a Place requires something different there may be difficulty getting them signed off locally. ○ Dr Paula Cowan has been appointed as Clinical Director for Primary Care.

	<ul style="list-style-type: none"> ○ Steve Riley has been appointed as the Regional Senior Pharmacy Integration Lead. ● With the introduction of provider pays, NHSE is finding it difficult to understand who is signed up for CPCS and receiving referrals – is there any way that the LPC can help access the information? Currently all referrals are still being sent via PharmOutcomes. ● Following the prescribing changes in Wales DSP asked members are aware of any impact locally. ST understands that not many places in North Wales have started to shift and subsequently members are not aware of any current issues.
<p>5</p>	<p>Ian Cubbin/Stephen Thomas - PSNC Report</p> <p>PSNC have not met since the last LPC meeting; IC/ST updated members on the following PSNC business:</p> <ul style="list-style-type: none"> ● The RSG proposals will be published on Friday 29 April. ● The Year 4 negotiations have started and were due to finish mid-April to be publicly announced in June. However, it is likely that there will be some slippage to timescales. ● Once the Year 4 negotiations have been concluded PSNC will look at topics that have been put on hold eg hub and spoke to take the work forward. ● Parallel to the Year 4 negotiations is a drug tariff renegotiation and work is going on in the background for this. ● ST has been involved in some of the negotiations regarding changes that PSNC want to see to regulations, including changes to regulation guidance resulting in more consistency from regional teams.
<p>6</p>	<p>Stephen Thomas – Review Steering Group (RSG) Update</p> <p>ST updated members on the work of the RSG, including:</p> <ul style="list-style-type: none"> ● The final proposals have been circulated to the trade bodies and will be published on Friday 29 April. ● Contractors have already been sent a pre-vote notification via the post and electronically (via NHSmail inboxes or head offices). ● There will be a 4-week reflection period followed by a 3-week voting window. ● Voting will be electronic with CCA/small multiples voting being conducted via head offices. <ul style="list-style-type: none"> ○ The vote requires two-thirds of the contractor base voting and two-thirds of those votes to be in favour for it to pass. ○ Contractors will be voting on a direction of travel as PSNC and LPCs are statutory body in their own right and therefore any changes will need to go through a constitutional change. ○ The result will be available mid-June. ● A series of national and regional engagement events will be taking place with contractors free to attend any of them. The events will outline the proposals and there will be an opportunity for questions. There is a commitment to gather further questions and build a FAQ document which will be shared. ● Once the vote has started RSG will cease to exist. <p>DSP asked ST what further actions the LPC needs to take to support contractors. ST suggested using the newsletter and/or direct messages to continue to raise awareness and ensure that contractors are as engaged with the briefing events and voting as possible.</p> <p>ST shared that the NPA are preparing a pros and cons list; view this and link contractors to this.</p> <p>AW will circulate a standalone article to contractors.</p>
<p>7</p>	<p>Feedback</p> <p>a) Staff & Resource</p>

	<p>The Staff and Resource sub-committee have not met since the last meeting but will meet on 5 May to undertake their annual employee review.</p> <p>b) Member Feedback – Important Items and Context for Team</p> <p>Current issues that pharmacy teams are finding challenging:</p> <ol style="list-style-type: none"> i. CPCS (these will be picked up in agenda item 11) <ul style="list-style-type: none"> • HJ explained that the CPCS e-consult form, before it gets to anything, it is saying going to a pharmacy, so no referral is coming through. • High volumes of verbal referrals are being received. ii. Since NMS has expanded, pharmacy teams are seeing more and more referrals going back to the GP surgery – time on the phone is still an issue. iii. DMS workload and complexity. ST explained that the CCA is undertaking some work comparing DMS to DMR; the findings will be fed back to PSNC in due course. iv. ST will shortly be involved with a national HRT discussion and asked members about their experiences regarding getting hold of stock locally; members provided information. <p>Being aware of the stock supply flow would help – what is coming, levels of prescriptions supply and demand and the ability to substitute.</p> v. Locum costs continue to rise. vi. The ability for patients to order prescriptions is sometimes difficult with practice order lines being ceased or the ability to drop a prescription off at the surgery. This is resulting in pharmacies taking on the ordering on behalf of the patient. It was recognised that during COVID the patient led ordering process has been adapted and modified to benefit patients, but this now needs to stop. The LPC needs to reiterate to the CCGs that this is increasingly happening and the comms sub-group will consider how to approach this. <p>c) PSNC New Member Day Feedback – Jack Eckersley</p> <p>JE fed back that he found the day interesting and DSP encouraged him to feed back as necessary on an ongoing basis.</p> <p>d) COVID Vaccination Clinic Experiences</p> <p>DSP asked any members who are involved in clinics to give an update on the current situation. Members involved explained that, alongside the over 75 cohort, 1st/2nd/3rd doses are still coming forward.</p> <p>There continues to be issues with no shows.</p> <p>The day-to-day operation of a clinic does put additional pressure on the pharmacy team to manage the logistics ie signposting, increased telephone calls, etc.</p>
8	<p>Sub-Groups Feedback</p> <p>a) Services</p> <p>WJ fed back on the topics discussed; full minutes will be circulated when available. Topics covered:</p> <ul style="list-style-type: none"> ○ Cheshire West and Chester EHC <p>b) Communications</p> <p>AW fed back on the topics discussed; full minutes will be circulated when available. Topics covered:</p> <ul style="list-style-type: none"> ○ RSG ○ MP Regional Event ○ David Webb

	<ul style="list-style-type: none"> ○ Patient Led Ordering Survey ○ Update rolling table of topics and activities
9	<p>Minutes of CPCW Meeting – 7 March 2022</p> <p>a) The minutes were accepted and signed.</p> <p>b) Outstanding actions/updates:</p> <ul style="list-style-type: none"> i. The fees for the publication of the MOCH findings will be funded from the Campaign Resources holding monies (AW). ii. AI will feed back LPC comments on mental health and climate change to HB; awaiting draft document from Helen Bromley (SA to contact). iii. AI will invite Steve Riley to an LPC meeting to share his aspirations; awaiting date. iv. NG, AM and WJ will let AW have biographies for the website; any member who wishes to update theirs should send the details through to AW. v. AW will circulate booking information for members to book directly (up to a cost of £200) on the MHFA training.
10	<p>Topics for Discussion</p> <p>a) LPC Dinner</p> <p>AW will circulate a Doodle Poll for Saturdays in September to December. The date will be set for the most popular.</p> <p>b) RSG Regional Event – 16 May – LPC support</p> <p>As per the discussions in Item 6.</p> <p>Whilst the voting status will not be shared with LPCs, the next LPC meeting is scheduled during the final week of voting so this topic will be added to the agenda for a final review.</p> <p>c) MALPS</p> <p>The next MALPS meeting is scheduled for 25 May; there were no agenda items raised. DSP is unable to attend.</p>
11	<p>GP CPCS Update</p> <p>GP updated members on the status of the service implementation, including common reasons for failures at the pharmacy end; slides will be shared after the meeting. Members discussed the current situation, points to note:</p> <ul style="list-style-type: none"> • There is a downward shift in outcomes. • The LPC has made a significant investment in this service, and this should now be a time of growth rather than delivery plateauing. • How do we engage in a different way than we currently do; the minority are having a massively detrimental effect on the service. • It was recognised that workload is having an impact; however, there is a 3-hour window to respond to a patient to allow for pharmacies to manage their workload. • The lack of Integration of IT into the pharmacy workflow is a major issue. • Communications between the pharmacy and practice is key. • SDa outlined the steps that she takes to address any issues from an initial call, visits and head office involvement. Could there be changes in the escalation steps to shorten the time? • As members need to better understand the scale of the problem, ST requested an anonymised dataset is produced (GP/SDa) so that members can discuss, review, identify trends and offer solutions at the June LPC meeting. This could include an assessment whether pharmacies are red, amber or green. The data should be a snapshot over a period of month.

	<ul style="list-style-type: none"> If, for example, the bottom 20 pharmacies are from one chain then GP should contact the relevant LPC member/area manager(s) to highlight before the next meeting. WJ shared that GMLPC send out a report to the AMs; he will share this example breakdown with GP/SDa. <p>DSP thanked GP/SDa for their ongoing efforts in supporting the implementation of the service.</p>																
12	<p>Engagement Officer Update – Sara Davies</p> <p>SDa updated members on her current activities; slides will be shared after the meeting. There were no questions.</p>																
13	<p>Employee Report</p> <p>An employee report was pre-circulated to members and SDa updated members on a variety of topics that AI had prepared slides for; slides will be shared after the meeting.</p> <p>Points to note:</p> <ul style="list-style-type: none"> SA has been asked how do GP practices know which services pharmacies are providing on any given day? It was agreed that it will rely on local relationships and communications – pick up the phone. 																
14	<p>Treasurer’s Report</p> <p>a) CPCW total money is £188,957 as of 26 April 2022</p> <table border="1"> <tr> <td>Lloyds Bank Current Account</td> <td>£129,404.07</td> </tr> <tr> <td>Close Brothers 12-month notice account</td> <td>£86,804</td> </tr> <tr> <td>Less Holding Money</td> <td>- £27,251</td> </tr> <tr> <td>• Estates</td> <td>£11,677</td> </tr> <tr> <td>• Inhaler Training</td> <td>£5,834</td> </tr> <tr> <td>• Warrington Alcohol Pilot</td> <td>£4,500</td> </tr> <tr> <td>• EPS Round-Off Event</td> <td>£240</td> </tr> <tr> <td>• CWC PH Campaign Resources</td> <td>£5,000</td> </tr> </table> <p>b) The Governance and Finance sub-group met on 7 April to review the year end accounts.</p> <ol style="list-style-type: none"> Budget Statement and Draft Budget for 2022/23 pre-circulated; there were no points raised by members. Being mindful of the imminent release of the RSG proposals the group proposed an increase in the statutory levy from 0.1% to 0.15% from 1 June 2022; this will continue to be reviewed. AW will advise contractors via the newsletter. 	Lloyds Bank Current Account	£129,404.07	Close Brothers 12-month notice account	£86,804	Less Holding Money	- £27,251	• Estates	£11,677	• Inhaler Training	£5,834	• Warrington Alcohol Pilot	£4,500	• EPS Round-Off Event	£240	• CWC PH Campaign Resources	£5,000
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15	<p>Date and Time of Next Meeting</p> <p>Wednesday 27 April 2022, 9am-5pm, Forest Hills Hotel, Frodsham</p>																

Action List

NOTE: Shaded rows indicate an action carried forward from the last meeting(s)

Min	Action	Person	Update
9bi	The fees for the publication of the MOCH findings will be funded from the Campaign Resources holding monies (AW)	AW	Complete
9bi	AI will feed back LPC comments on mental health and climate change to HB; awaiting draft document from	SA	

	Helen Bromley which should have arrived w/c 25 April (SA to contact Helen).		
9biii	AI will invite Steve Riley to an LPC meeting to share his aspirations.	AI	Attending 8 June meeting
9biv	Members will let AW have updated biographies for the website	Members	Outstanding: WJ, AM
9bv	AW will circulate booking information for members to book directly (up to a cost of £200) on the MHFA training	AW	Complete
2	DSP will contact NG regarding his attendance and co-option will be considered if required	DSP	Complete
3	AW will update the website with the updated annually reviewed documents	AW	Complete
3d	Members will complete and return their Annual Declarations of Interest for 2022 to AW to update the LPC website		Outstanding: SD, DC, JG, HJ, WJ
6	AW will circulate a standalone article to contractors re RSG	AW	Complete
10a	AW will circulate a Doodle Poll for Saturdays in September to December. The date will be set for the most popular	AW	Complete – 1 October 2022 booked
11	GP/SDa will produce an anonymised GPCPCS dataset for discussion at the June LPC meeting	GP/SDa	Complete
11	WJ will share an example GPCPCS breakdown (from GMLPC) with GP/SDa	WJ	Complete
14bii	AW will advise contractors of the levy increase from 1 June	AW	Complete