



<p>1</p>	<p>Present</p> <p>Members</p> <table border="1"> <tr><td>Paul Barry</td><td>CCA</td><td>PB</td></tr> <tr><td>Danny Butler</td><td>Independent</td><td>DBu</td></tr> <tr><td>Daniel Byatt</td><td>AIMp</td><td>DB</td></tr> <tr><td>David Crosbie</td><td>CCA</td><td>DC</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>Andrew Hodgson</td><td>Independent</td><td>AH</td></tr> <tr><td>Rachel Jones</td><td>CCA</td><td>AM</td></tr> <tr><td>Anna Mir (Remote)</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 (Remote)</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>Adam Irvine</td><td>CEO</td><td>AI</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>Stuart Dudley</td><td>Independent</td><td>SD</td></tr> <tr><td>Wesley Jones</td><td>CCA</td><td>WJ</td></tr> </table>	Paul Barry	CCA	PB	Danny Butler	Independent	DBu	Daniel Byatt	AIMp	DB	David Crosbie	CCA	DC	Ian Cubbin	Independent	IC	Jack Eckersley	Independent	JE	Jemma Grossman	CCA	JG	Heather Johnson	CCA	HJ	Andrew Hodgson	Independent	AH	Rachel Jones	CCA	AM	Anna Mir (Remote)	CCA	AM	Dane Stratton-Powell	CCA	DSP	Stephen Thomas (Remote)	CCA	ST	Suzanne Austin	PSM	SA	Sara Davies	EO	SDa	Adam Irvine	CEO	AI	Gary Pickering	PSM	GP	Alison Williams	BSO	AW	Stuart Dudley	Independent	SD	Wesley Jones	CCA	WJ
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<p>2</p>	<p>Welcome, Apologies and Expressions of Interest</p> <p>DSP chaired the meeting and welcomed members.</p> <p>Apologies were received from SD and WJ.</p> <p>No expressions of interest were received.</p>																																																												
<p>3</p>	<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"> • NHSE received no patient complaints or issues around the 2022 Christmas Rota. WJ has contacted SA to have a look at some of the areas to better understand how some pharmacies were identified. Upcoming rotas (Easter until August) have been circulated in draft form but are under review due to recent Appeals Authority decisions. • Virtual Wards are progressing slowly. • Census data is being fed into the Local Authorities and Cheshire East will be looking at this data alongside their PNA. 																																																												

	<ul style="list-style-type: none"> • SA continues to meet monthly with LPN chairs across the country, one of whom has recently taken a role up within CQC; this will be a useful contact to feed in any safety concerns or issues. • There is Pathfinder Site Programme underway around prescribers in Community Pharmacy. <ul style="list-style-type: none"> ○ The work will scope out what roles a prescriber could undertake and what activities they could support. Bruce Prentice would like to use the Additional Roles Reimbursement Scheme (ARRS) pharmacists to look at this. ○ Members shared their concerns over current capacity pressures and asked whether best practice could be identified by the established services currently operating in Wales and Scotland. ○ IC stated that a piece of work needs to be done to understand how prescribers are best used within the NHS and to prepare now/develop services in time for new prescribers being added to the register from 2026. ○ At what point to do move from PGD led services to prescriber led services. • COVID vaccination centres are still waiting to hear whether there will be a spring booster campaign. As patients continue to trickle through the system (for all doses of vaccine) NHSE will maintain some of the sites on a rota basis to ensure that they are able to step them back up if they need to. • Pam Soo moves to her new transformation role on 12 January. Until her position is filled Jackie Jasper and Tom Knight will be picking up her role. One of Pam's first tasks, which needs to be completed by Easter, is to harmonise the MAS services across the ICB patch. One person will be tasked to standardise the PGDs.
4	<p>Ian Cubbin/Stephen Thomas - PSNC Report</p> <p>PSNC have not met since the last LPC meeting; they will next meet 1/2 February in London; IC/ST updated members on the following PSNC business:</p> <ul style="list-style-type: none"> • Discussions on regulatory easing continue; this includes seeking to reintroduce some of the provisions which were introduced during the COVID pandemic. • Recent PSNC communications have taken a harder line. <ul style="list-style-type: none"> ○ AI asked if any members attended the recent PSNC contractor listening events, and if yes, what did they pick up on the mood of the feedback from the questions coming back from PSNC. Feedback from attendees will be tabled when PSNC next meet on 1/2 February. ○ PSNC faces the challenge of getting a number of points across given that the profession is unable to strike. They have considered a list of things that contractors could do but subsequent legal advice suggests that communicating this out might be anti-competitive. • With Cardioplen currently out of stock, DSP asked whether there has ever been a discussion/potential movement where a contractor would be able to change the prescription and get reimbursed appropriately and fairly. Not allowing this to happen is putting a massive strain on time resources. ST confirmed that it had been discussed and the issue is that this would lead to a Serious Shortage Protocol (SSP). GP shared that he has contacted Wirral Medicines Management with evidence to try to resolve the issue to no avail.
5	<p>Preparation for LPC Elections</p> <p>a) LPC Constitution and Special General Meeting Arrangements</p> <p>The LPC Model Constitution, drafted by PSNC following the Review Steering Group (RSG) recommendations, was pre-circulated to members.</p>

	<p>Members discussed the proposed amendments and unanimously voted to summon a special meeting of contractors. AW will undertake the necessary steps as per the constitution to call an SGM for w/c 23 January, giving not less than seven clear days' notice to each pharmacy contractor.</p> <p>b) Determination of the number of LPC Members</p> <p>After discussion members voted to decrease the number of committee places from 15 to 11 for the new committee which will come into being on 1 April 2023. At that time the composition of membership will be 6 CCA, 4 Independent, 1 AIMp seat.</p> <p>c) Outline and timings for LPC elections</p> <p>The timings were sharing with members and AW will action.</p> <p>d) PSNC Regional Representation</p> <p>From 1 April 2023 the number of PSNC regions will reduce from 13 to 10.</p> <ul style="list-style-type: none"> o Despite Mersey and Northwest LPCs putting forward arguments about retaining two regions based on established ways of working, it was determined that from 1 April 2023 the North West will be consolidated. The new region will combine the existing Mersey and North West region to mirror the NHS region and will include 7 LPCs: Lancashire, Bolton, Greater Manchester, Cheshire and Wirral LPC, Halton, St Helens & Knowsley, Liverpool and Sefton. o Current independent members have been contacted regarding regional representative. IC outlined the discussions that are currently taking place at PSNC to support the process. o The LPC will continue to have a direct link to PSNC via Stephen Thomas regardless of what happens within the region. ST added that the RSG recommended that the multiple members ought to be buddied up with regional representative, providing an opportunity for a coherent unified message should that be required. o AI highlighted that the PLOT terms of reference will need to be reviewed and members were keen to ensure that we continue to have 2 seats on this group.
<p>6</p>	<p>Minutes of CPCW Meeting – 7 December 2022</p> <p>a) The minutes were accepted and signed.</p> <p>b) Outstanding actions from the last meeting:</p> <ul style="list-style-type: none"> i. PharmOutcomes module will be created and shared with contractors to enable the sharing of out of stocks so that script switch can be updated in a timely manner. This action will be stood down due to the potential increase in workload, but also evidence suggests that highlighting these issues does not necessary lead to any action being taken.
<p>7</p>	<p>Member Feedback - Important Items and Context</p> <p>Current issues highlighted by members that pharmacy teams are finding challenging:</p> <ul style="list-style-type: none"> • Pharmacy team staffing levels continues to be an issue with members sharing examples of loan working in certain branches and difficulties in recruiting. Reasons for the difficulties and subsequent frustrations was discussed amongst members. One contributing factor was a contractor's ability to pay members of staff at a competitive rate to attract them into roles. • Patients frustrated with GPs and expecting pharmacies to step up and deliver more and more. • Continued workload pressures to deliver all of the services in the time available. • Widespread problematic wholesale deliveries (timings, medicines included in the tote, stock shortages).

8	<p>Topics for Discussion</p> <p>a) PCN Roles in Cheshire East</p> <p>Mark Dickinson is keen to see the PCN role resurrected and has made £18k investment available from the Winter Pressures monies. This will fund a PCN pharmacist in each of the 8 Cheshire East PCNs to work with their clinical director/community pharmacies/surgeries to build better relationships and understand each other's roles better. The funding is £350/day (1 pharmacist 1 day/month for 6 months for each of the PCNs).</p> <p>Once the relationships are established specific focus areas can be explored, eg eRD, GP CPCS.</p> <p>The outcomes will be evaluated with other areas expressing an interest in replicating the model if it proves successful. With the right pharmacists in place this opportunity has the potential to be very successful.</p> <p>b) MALPS Agenda Items/Attendees (8 February, Zoom)</p> <p>AI/DSP will attend. AW will note the following agenda items – how the LPCs will be constituted post 1 April, regional elections, continuation of regional meeting/format and regional bank account.</p> <p>c) Stock Shortages</p> <p>i. Warrington Place Medicines Shortages Guidance</p> <p>The Warrington place team, under consultation and approval from both the LPC and LMC, produced a Warrington Place Medicines Shortages Guidance document which was circulated to contractors in November 2022 and is on the website. The guidance will go live on 1 February and sets out processes for community pharmacy and general practice which can help ensure consistency in the way any shortages are handled.</p> <p>DSP believes that the only issue at the moment is the capacity for the pharmacy to ring round a number of pharmacies. It was recognised that PCN Whatsapp groups have proved helpful in certain situations.</p> <p>ii. Following the successful Press campaign in October, members reviewed whether any additional actions was necessary at the current time; none were identified.</p> <p>d) Update/Plan to re-engage surgeries re patient led ordering</p> <p>Due to difficulties that some patients are having, many pharmacies are ordering for them, adding to pharmacy work pressures. HJ explained that educating patients does have an impact in eliminating the need for pharmacies to do this.</p> <p>The current policy is that wherever possible ordering should be patient led. If the pharmacy is ordering on behalf of the patient, they are leading the order taking compliance into account.</p> <p>AI will speak with Jonathan Griffiths and Fiona Lemmens to attempt to come up with a consistent approach.</p>
9	<p>GP CPCS Update</p> <p>GP updated members on the status of GP CPCS service and spoke to a set of slides. There were no questions or points to note.</p>
10	<p>Employee Report</p> <p>An employee report was pre-circulated to members. There were no questions. AI and SDa provided updates; slides will be shared after the meeting. Points to note:</p>

	<ul style="list-style-type: none"> • Health and Care Partnership Strategy LPC comments were fully incorporated. • The C&M System Primary Care Committee deep dive into Community Pharmacy in December's meeting was really useful. • Early investigation into a service to support the cost-of-living crisis and fuel poverty with initiatives escalating to the fire service for further support for people suffering with COPD. • Virtual Wards progression may be quick, and this is a concern. Members should feed any concerns to AI. • AW will add Dashboards to the March meeting. 																
11	<p>Treasurer's Report</p> <p>a) CPCW total money is £266,170 as of 10 January 2023:</p> <table border="1"> <tr> <td>Lloyds Bank Current Account</td> <td>£173,970</td> </tr> <tr> <td>Close Brothers 12-month notice account</td> <td>£119,451</td> </tr> <tr> <td><i>Less Holding Money</i></td> <td><i>- £27,251</i></td> </tr> <tr> <td>• <i>Estates</i></td> <td><i>£11,677</i></td> </tr> <tr> <td>• <i>Inhaler Training</i></td> <td><i>£5,834</i></td> </tr> <tr> <td>• <i>Warrington Alcohol Pilot</i></td> <td><i>£4,500</i></td> </tr> <tr> <td>• <i>EPS Round-Off Event</i></td> <td><i>£240</i></td> </tr> <tr> <td>• <i>CWC PH Campaign Resources</i></td> <td><i>£5,000</i></td> </tr> </table> <p>b) Q3 2022/23 accounts have been generated and circulated to the Governance and Finance (GAF) sub-committee.</p> <p>c) The group will meet shortly (AW) to discuss year end accounts and the budget for 2023/24.</p> <p>d) Close Brothers account recently received an interest payment of £1,943.22.</p> <p>e) HJ will shortly be commencing maternity leave; a temporary replacement will be identified when the new committee forms in April.</p>	Lloyds Bank Current Account	£173,970	Close Brothers 12-month notice account	£119,451	<i>Less Holding Money</i>	<i>- £27,251</i>	• <i>Estates</i>	<i>£11,677</i>	• <i>Inhaler Training</i>	<i>£5,834</i>	• <i>Warrington Alcohol Pilot</i>	<i>£4,500</i>	• <i>EPS Round-Off Event</i>	<i>£240</i>	• <i>CWC PH Campaign Resources</i>	<i>£5,000</i>
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12	<p>Date and Time of Next Meeting</p> <p>Wednesday 8 March 2023, 9.30am-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
5a	AW will undertake the necessary steps as per the constitution to call an SGM for w/c 23 January giving not less than seven clear days' notice to each pharmacy contractor	AW	Complete
5c	AW will action the LPC Elections	AW	Underway
8b	AW will note the agenda items for the February MALPS meeting	AW	Complete
8d	AI will speak with Jonathan Griffiths and Fiona Lemmens to attempt to come up with a consistent approach for patient led ordering	AI	

10	Members should feed into any concerns about Virtual Wards to AI	Members	
10	AW will add Dashboards to the March meeting	AW	<i>On agenda</i>
11	AW will arrange a GAF meeting to review accounts/set 2023/24 budget	AW	<i>Complete</i>