

<b>1</b>	<p><b>Present</b></p> <p><b>Members</b></p> <table border="1"> <tr><td>Paul Barry</td><td>CCA</td><td>PB</td></tr> <tr><td>Angela Chiweshe</td><td>AIMp</td><td>AC</td></tr> <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>Jack Eckersley</td><td>Independent</td><td>JE</td></tr> <tr><td>Jemma Grossman</td><td>CCA</td><td>JG</td></tr> <tr><td>Wesley Jones</td><td>CCA</td><td>WJ</td></tr> <tr><td>Dane Stratton-Powell</td><td>CCA</td><td>DSP</td></tr> </table> <p><b>In Attendance</b></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> <tr><td>Susan Roberts</td><td>PH CEC</td><td>SR</td></tr> </table> <p><b>Apologies</b></p> <table border="1"> <tr><td>Ian Cubbin</td><td>Independent</td><td>IC</td></tr> <tr><td>Andrew Hodgson</td><td>Independent</td><td>AH</td></tr> <tr><td>Stephen Thomas</td><td>CCA</td><td>ST</td></tr> </table>	Paul Barry	CCA	PB	Angela Chiweshe	AIMp	AC	David Crosbie	CCA	DC	Stuart Dudley	Independent	SD	Jack Eckersley	Independent	JE	Jemma Grossman	CCA	JG	Wesley Jones	CCA	WJ	Dane Stratton-Powell	CCA	DSP	Suzanne Austin	PSM	SA	Sara Davies	EO	SDa	Adam Irvine	CEO	AI	Gary Pickering	PSM	GP	Alison Williams	BSO	AW	Susan Roberts	PH CEC	SR	Ian Cubbin	Independent	IC	Andrew Hodgson	Independent	AH	Stephen Thomas	CCA	ST
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<b>2</b>	<p><b>Welcome, Apologies and Expressions of Interest</b></p> <p>DSP welcomed members to the meeting. Apologies were received from IC, AH and ST. No expressions of interest were received.</p>																																																			
<b>3</b>	<p><b>Dr Susie Roberts, Consultant in Public Health, Cheshire East Council</b></p> <p>SR attended the meeting virtually to discuss the Joint Strategic Needs Assessment (JSNA) and Lifestyle on Prescription. She spoke to a set of slides which will be circulated to members after the meeting. Main points:</p> <ul style="list-style-type: none"> <li>• SR was keen to talk about the JSNA and to ensure that there is a shared understanding across the issues which are being seen across Cheshire East.</li> <li>• SR shared the issues that the council identified in 2022/23 and what they are currently looking at 2023/24. The Council will be revisiting some important health issues which they were unable to look at in detail during the COVID period.</li> <li>• SR is keen to work with community pharmacy to identify any opportunities where pharmacies can support.</li> <li>• She recognised they already support with several developments including healthy living pharmacy, blood pressure case finding, smoking cessation.</li> <li>• The Lifestyle on Prescription is available via the Live Well Cheshire East website. It brings together advice and considers short- and longer-term benefits of adopting a different lifestyle.</li> </ul>																																																			

	<p>SR is keen for pharmacies to use this tool and copies can be ordered via a PharmOutcomes module.</p> <p>It has been developed with consideration of the New Medicine Service with pharmacy feedback in mind.</p> <ul style="list-style-type: none"> <li>• WJ asked whether there was any scope to further understand what health care gap there are across Cheshire East areas and whether there was any opportunity for community pharmacy to support service development to narrow any inequalities. SR believes that there is potential for those conversations, and these can be fed in via SA.</li> <li>• AI reminded SR that community pharmacy is commissioned/paid differently to General Practice. Pharmacies are paid on activity and GPs are funded per population/head registered. SR is happy to be part of any conversations around this.</li> <li>• A guide and dashboard are being developed and SR will share a link once this is live.</li> </ul>
<b>4</b>	<p><b>Adam Irvine – ICB Report</b></p> <p>AI updated members on ICB business and his slides will be shared as part of the meeting slide pack. AI answered several member questions.</p>
<b>5</b>	<p><b>Suzanne Austin - Chair of the Cheshire LPN</b></p> <p>SA updated members on the following LPN/NHSE business:</p> <ul style="list-style-type: none"> <li>• Pam Soo is still progressing slowly with the IP pathfinder sites; there are none in CPCW.</li> <li>• Tom Knight is resurrecting meetings to monitor the Primary Care Access Recovery Plan (PCARP).</li> <li>• The funding for the MAS Harmonisation across C&amp;M was not signed off and as such will not progress at the current time.</li> <li>• A new hospital is planned for Leighton, and it is likely that a marketplace session for stakeholders will take place in March 2024.</li> <li>• There is no news regarding a spring booster campaign or plans to expand the age range as part of the COVID vaccination programme. National infection rates are quite high.</li> <li>• ICB Medicines Improvements Group has been started and SA will be attending.</li> <li>• A repeat of the Community Pharmacy Prescribers Workshop will be held on 27 November with a focus on community; LPCs have been invited.</li> <li>• From 1 April 2024 there will be one LPN covering C&amp;M.</li> </ul>
<b>6</b>	<p><b>Minutes of the meeting held on 6 September 2023</b></p> <p>a) The minutes were accepted and signed.</p> <p>b) Outstanding actions from the last meeting:</p> <ol style="list-style-type: none"> <li>i. IC will draft an article for contactors to ensure they are aware of imminent changes, risk of potential impact and how they prepare (<i>awaiting announcement</i>).</li> </ol>
<b>7</b>	<p><b>Member Feedback - Important Items and Context</b></p> <p>Current issues highlighted by members that pharmacy teams are finding challenging:</p> <ul style="list-style-type: none"> <li>• Concessions, out of stock medication and branded generics continues to cause issues.</li> <li>• MYS/DMS data migration? This is expected from 1 February 2024.</li> </ul>
<b>8</b>	<p><b>Feedback</b></p> <p>a) Staff and Resource (S&amp;R)</p> <p>S&amp;R have not met since the last LPC meeting.</p>

	<p>b) National Meeting of LPC Chairs DSP attended this meeting in London and summarised some of the topics discussed. He found the opportunity to network with local Chairs particularly useful but felt that the meeting duration, topics and limited ability to input did not warrant travel to London.</p> <p>c) Conference of LPC Representatives AI and JG attended, and AI circulated some notes after the meeting. JG highlighted that Swindon &amp; Wiltshire LPC have funding in place to help people trying to become independent prescribers (biggest hurdle is to get time in without having to take time off work) by using out of hours Designated Prescribing Practitioners (DPPs). It would be useful to explore what other regions are doing to help with this issue and seek if there anything that we can do locally? There were some useful examples of good practice in other places shared and a number of these will be followed up by AI.</p> <p>d) LPC Finance Briefing AW attended the webinar and summarised some of the main points relating to CPCW processes:</p> <ul style="list-style-type: none"> <li>▪ LPC Guide - The guide has been updated to reflect the new model constitution, considerations on project funding, payroll allowance, member expenses and LPC mergers; 2023/24 LPCs will be required to use the standard budget form template. Standardisation around governance and finance including a requirement to follow the principles and templates in the LPC Finance Guide – previously it was only a good practice requirement.</li> <li>▪ CPE will be looking at and providing guidance on <ul style="list-style-type: none"> <li>○ Holding monies and stakeholder that no longer exist</li> <li>○ £85k bank cap</li> </ul> </li> </ul> <p>e) LPC Members Briefing JG/GP fed back that the briefing which they found useful but there was nothing specific to action for LPC.</p> <p>f) MALPS Main topics to feedback:</p> <ul style="list-style-type: none"> <li>▪ LPC rep workload is a challenge within this area</li> <li>▪ LPCs agreed to look at news of the MAS Harmonisation not progressing</li> <li>▪ CCA request for mergers to be reviewed; following an options appraisal earlier in 2023 there was not a consensus.</li> </ul>
9	<p><b>Topics for Discussion</b></p> <p>a) Wirral EHC RAG Members reviewed the pre-circulated RAG sheet and a number of suggested tweaks were discussed and adopted. GP will amend.</p> <p>b) Click and Collect Amendment GP circulated a RAG sheet based on the proposed contract variation; GP outlined the proposed amendments to members who discussed several issues with the service. SDa shared her experience of a similar service within South Lancashire and will share the paperwork from this with GP. Members felt this was a standalone service rather than being part of the EHC pathway and that the funding was not adequate.</p>

	<p>Members understood the reason why there is a need for this service but felt it was not streamlined, and it needs to be. Also, there may be hardware issues if any of the equipment needs to be plugged into pharmacy equipment.</p> <p>c) MAS Harmonisation Update</p> <p>AI pre-shared the notification regarding the decision by the Cheshire and Merseyside ICB not to proceed with the harmonisation proposal due to them being unable to identify a funding stream appropriate to support this. The workstream will be paused unless/until a funding stream is identified and allocated to this workstream as part of future planned commissioning intentions as an ICB priority.</p> <p>AI will send a formal response to Pam Soo (cc MALPS colleagues) expressing CPCW's disappointment.</p> <p>d) CPCW Annual Dinner</p> <p>AW reminded members to reply regarding their attendance at the dinner.</p>
<p><b>10</b></p>	<p><b>Service Dashboards</b></p> <p>AW pre-circulated static graphs of the activity across CPCW to 31 August 2023 for MAS, EHC, NX and SC.</p> <p>She explained the internal tools that have now been developed by CPCW – monthly targeted emails, accreditation lists/% of available services signed up to deliver, etc - and demonstrated a new dashboard which holds information for all contractors for an 18-month period. This can be filtered extensively by ODS code, company, service, time, etc. AW will try to incorporate trends into the dashboard.</p> <p>Going forwards the team will use this information to enhance SDa visits in terms of who she might visit to have targeted conversations with - struggling or sharing of best practice.</p> <p>The team will also discuss what data can be offered out to contractors and the process for them requesting it.</p> <p>It might a useful engagement tool for area managers. Members with a head office link were asked if they would find this data useful for them; appetite would vary as companies have access to their own dashboards.</p> <p>AI shared that PharmData have just refreshed their LPC dashboard, and this is also another useful source of data.</p>
<p><b>11</b></p>	<p><b>Pre-Circulated Employee Reports</b></p> <p>Several reports were pre-circulated, including a GP CPCS update; points to note:</p> <p>a) Employee Report</p> <ul style="list-style-type: none"> <li>○ Countess of Chester is going live with the SCS service on 6 November (NHSmal rather than PharmOutcomes). The recent webinar for this was poorly attended and SDa asked members to encourage attendance at any future events. A recording of the webinar will be hosted on the LPC website.</li> <li>○ There have been a number of smartcard issues and SDa has been working closely with the smartcard team. They are in the process of developing an urgent pathway for business-critical issues (rather than them being issued/lost within the portal) and a guide for community pharmacies.</li> <li>○ The LPC has been contacted by NHSE regarding the hypertension service NHSBSA data which indicates that some contractors have a high number of clinical checks being recorded with and none being converted to ABPM; SDa is doing some work around this and gathering information as to why this might be.</li> </ul> <p>PVV is underway to verify some of these.</p>

	<ul style="list-style-type: none"> <li>○ WJ asked how many CPCW contractors have signed up for SCS; 115 have registered. As some trusts are just coming on board there are some issues with coverage and SDa has been reviewing the referrals weekly to ensure that this has been actioned.</li> </ul>																
<b>12</b>	<p><b>Treasurer's Report</b></p> <p>a) CPCW total money is £255,990 as of 17 October 2023:</p> <table border="1"> <tr> <td>Lloyds Bank Current Account</td> <td>£160,971</td> </tr> <tr> <td>Close Brothers 12-month notice account</td> <td>£122,270</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 second half of the 2023/24 CPE levy (£49,756.29) was paid on 1 October.</p> <p>c) Q2 Accounts have been produced and shared with the Governance and Finance Committee; a meeting will be scheduled shortly with any recommendations being tabled at the December LPC meeting.</p>	Lloyds Bank Current Account	£160,971	Close Brothers 12-month notice account	£122,270	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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<b>13</b>	<p><b>Date and Time of Next Meeting</b></p> <p>Wednesday 6 December 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
6bi	IC will draft an article for contactors to ensure they are aware of imminent changes, risk of potential impact and how they prepare	IC	Awaiting detail
8c	AI will explore a number of topics discussed as part of the LPC Conference discussions	AI	Complete
9a	GP will amend the Wirral EHC RAG sheet	GP	Complete
9b	SDa will share South Lancashire Click and Collect service documents with GP	SDa	Complete
9c	AI will send a formal response to the decision not to progress with the MAS harmonisation	AI	Complete
10	Service Dashboards - the team will also discuss how the data will be used to enhance pharmacy visits and what data should be offered to contractors and the process for them requesting it	Team	On 13 Dec Team Day agenda
10	AW will try to incorporate trends into the dashboard	AW	Complete – Not easily so close action