September 2023 Minutes

Face to Face Meeting: 21st September 9.30am – 4pm

BSW ICB Offices, Jenner House, Langley Park Estate, Chippenham, Wiltshire, SN15 1GG (use SN15 1DG for Sat Nav)

Invitees:

**Chair:** Chris Shields

**Members**: Anil Chopra; Abigail Wright, Patrick Gompels; Paula Paniagua; Nicki Sinclair; Aga Janowski, Tim Rendell; 1 CCA vacancy

**Employees:** Sarah Cotton; Carolyn Beale

**Guests**: Helen Wilkinson (CPCL); Victoria Stanley (Programme Lead – POD), Rajendiran Duraisamy (Swindon Pharmacy - Hawthorne Medical Centre).

Apologies: Robert Townsend.

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| **Item** | **Detail** |  |
| 1. | **Welcome** and apologies.Update of Declarations of Interest, and confirmation for AJ and CS. No changes to report.  |  |
| 2. | **CPSW AGM 2023**Minutes recorded separately. |  |
|  | **Pathfinder Service**SC provided the committee with an update on the bid that had put in for this - this has been successful. Five sites have been allocated. HW will later bring the details to consult with the committee. SC asked the committee for their thoughts on the expected specification details and the payments. SC has pushed back on the commissioning arrangements (particularly regarding payment consultation) with HW to ask them to clarify this. The committee agreed that the funding is insufficient and they would like more negotiation regarding this. SC highlighted that HW can not authorise more funding, but can pass the information forwards on behalf of the LPC to the national team.There will be an email for expression of interests sent out, then HW will go through a process to decide which pharmacies will deliver the service. Guest contractor added his comments and thoughts as an IP.PG shared the concerns held by London LPC, and SC read the CPE statement.CS has asked SC to contact Richard Brown to find out their stance on this, interested in the rest of the South West approach. The committee have agreed they are keen to run the service but would like further discussions around the payments and commissioning process. |  |
| 3. | **TAPR** Staff were given the opportunity to leave discussions at any point if they would feel more comfortable.The working group met with Avon – update provided to committee by PG. Positive discussions so far. The committee discussed some suggestions to take to the next working group – including timelines. Established that before going to contractors would need to have the constitution change elements agreed: geography boundaries, name and committee size. |  |
| 4. | **Review of Minutes & Action Tracker*** Minutes were accepted as a true record
* Updates on the action report were noted

Alcohol intervention service – six pharmacies deliver this. Activity has picked up, which is great. The council have decided to increase this service and extend the service in three of the pharmacies that are most active. EHC Contracts for Swindon have been updated and sent out, this action can now be closed.GP CPCS implementation managers were being funded by NHSE, as of 31st August they will no longer be in post. This action is now closed.The PGD for UTI has been updated, this action has been closed.Health Checks action point - to review the payment. There is no more funding available for this currently. The committee have agreed to leave this point open in case it can be reviewed in the future.Pharmacy operational group within the ICB, CS attended this and he thinks that it was valuable and would be useful for any committee member to attend to see what happens at these meetings. HW provided the committee with an overview with what these meetings cover.CS would like to invite Healthwatch to a meeting. There have been some negative comments within Wiltshire. CB has spoken to them about it and explained the situation in pharmacy at the moment. SC advised they may need more education about community pharmacy. CB and HW visited pharmacies in Salisbury to see what the uptake could be to take on GP CPCS. CB is waiting to see if some of them wish to start doing this, this was a good exercise to do.SC put in a bid for health and equality funding for backfill, for both Swindon and Wiltshire. She is still waiting on a response for this.SC was going to put in a bid for extra IP sites, but this was considered not to be feasible by the ICB at this time and needed collaboration.The primary care access recovery plan - there will be an ICB working group that will meet fortnightly, CPSW has been invited to be part of this which is really positive. |  |
| 5. | **Items requiring Discussion/Decision*** Governance

New members induction material - this does not include an expenses policy currently. Have all the governance documents but they all need updating. SC has started to review them, but is waiting for CPE to update their information first. These will be considered at a future meeting. The committee decided that the review should wait until there has been a decision made with TAPR, so were happy that the current governance documents will continue until that point.* GP-CPCS activity – RT

RT is not present at this meeting, so this was not discussed. Moved to October agenda.* + NRT service cost

The council suggested the pharmacy provide the patient with a voucher and then provide the NRT direct. The funding was very low for this. The committee discussed this and agreed that this service is not financially sustainble running at this payment and therefore currently not a viable service. |  |
| 6. | **POD Update (VS)**VS leads on the POD and the transition from Optometry, Dental and Pharmacy. Each contractor group is different and has different challenges. VS talked about how the LPC can help support services in Swindon and Wiltshire. Governance - There is an operational medical group formed of ICB and NHSE staff. This is an open and honest safe space to share information. VS has been spent time settling in and working out what the priorites are. The committee shared the way pharmacy is split between, CCA, AIMp and independent contractors and how the challenges are different within these. Discussion around the challenges of the ARRS scheme recruiting pharmacists into general practice/PCN. GP CPCS and hypertension are a priority for the ICB, CB stated that these services help build relationships between GPs and pharmacy. This relationship is vital and CS offered any help the LPC can offer to assist this relationship. The LPC are keen for any assistance VS can offer with this too. VS will share information with the committee contained in her presentation.  |  |
| 7.  | **BSW ICB engagement - HW*** IP Pathfinder consultation

BSW has been given five sites, it has been commissioned as a LES. HW has spoken to regional integration lead about the commissioning elements. HW is unable to financially negotiate with the LPC, due to the Pathfinder national processes. CS highlighted the concerns of the committee, this is a LES and so the LPC need to be consulted to discuss the payment for this. The committee are interested in the service but it needs further negotiation. **AP:** SC to write an official letter to the ICB about the IP Pathfinder consultation HW will run a teams meeting for contractors to allow questions and share further information. The next step for HW is to recruit for a project manager. * Community based care strategy

HW has been involved in contributing some CP elements to this.* Updates

PCN leads - the ICB are looking at the financial governance for this to make sure it is correct. HW has written a service spec which she will share with SC to check the LPC are happy with it. The first training meeting for new PCN leads is next week. All places in the area are full except four. Community Pharmacy Workforce Survey - The results showed that BSW has a very high vacancy rate compared to other areas looking at the national data. An analyst has taken the results and mapped it onto graphs to show the amount of pharmacies in the area, along with the amount of vacancies in the area. Chris thanked HW for her hard work. |  |
| 8. | **AOB** Clini Skills have contacted the SW LPCs to see if there is interest in them doing face to face sessions closer than Bristol. The committee suggested that Swindon or Reading would be the best places within the area for this.  |  |

Meeting Dates: 19th Oct, 16th Nov (F), 18th January (F), 22nd February, 14th March (F)