

# CPSW July 2024 Minutes

Microsoft Teams Meeting: 18<sup>th</sup> July 9.30am – 1.30pm

Attendees:

**Chair:** Tim Rendell (Vice Chair)

**Members:** Aga Janowski; Abigail Wright; Anil Chopra; Paula Paniagua; Nicki Sinclair; Patrick Gompels; Robert Townsend

**Employees:** Sarah Cotton; Carolyn Beale

**Guests:** Helen Wilkinson (BSW CPCL); Sian Retallick (CPE SW Representative) – present from 10.30am

Item	Detail
1.	Welcome and apologies; Confirmation/update of Declarations of Interest, no new conflict of interest notifications CS (chair) sent apologies.
2.	<p><b>Review of Minutes</b> Minutes were accepted as a true record</p> <p><b>Action tracker</b> Updates on the action report were noted</p> <ul style="list-style-type: none"> <li>• CB has looked for more sponsorships, will aim to gain one new one for January 2025.</li> <li>• PCN lead vacancies: <ul style="list-style-type: none"> <li>○ Swindon recruited for Brunel 3. New PCN being created so this will leave us with a new vacancy.</li> <li>○ Making progress on Westbury and Warminster PCN lead vacancy.</li> </ul> </li> <li>• Spec for expanding the prescribing service - discuss later - officer report section with BMA action</li> <li>• Current LPC member vacancy – update on agenda</li> <li>• Official letter received from ICB regarding IP pathfinder as an official response to our letter from Sept 2023. LES to adapt to local needs but funding is national – won't set a precedent for local commissioning. LPC understands the restrictions in response and appreciates the acknowledgement. Action closed.</li> <li>• Branded generics: previous meeting/discussion with Uzo, actions starting to happen.</li> <li>• Finance subcommittee meeting next week. SC will send info from CPE. Looking into the transition and current finances.</li> <li>• CS approved OT hours related to holidays. RT to talk to CS to action.</li> <li>• Suggestions for the Supplementary statement from SBC, going to the HWB, were accepted. Waiting to hear if it has been approved. <ul style="list-style-type: none"> <li>○ PG suggested a document to support contractors with new market entry requests.</li> <li>○ <b>AP:</b> PG suggested holding events with councillors to educate them to understand market entry petition requests. SC looking into this.</li> <li>○ NS suggested inviting town councillors to our meetings.</li> </ul> </li> <li>• RB sits on all 4 HWB of the PNA steering groups across the CPA footprint.</li> <li>• Actions closed: <ul style="list-style-type: none"> <li>○ Understanding ICS, action from 2021, as we are well established</li> <li>○ Committee focus on boundaries, no longer relevant due to merger approved by contractors</li> </ul> </li> </ul>

3	<p><b>TAPR update</b></p> <p>Avon LPC meeting accepted the CEO job description proposed last month. To be advertised in the summer. Lisa and Chris will confidentially interview/select candidate in October. Appointment in the Autumn.</p> <p>Selection externally for the new CEO: approved</p> <p>Constitution changes agreed as per previous meetings and will be proposed to contractors at an SGM, at the AGM.</p>
4.	<p><b>Items requiring Discussion/Decision</b></p> <p><u>Independent committee member EOIs</u></p> <ul style="list-style-type: none"> <li>• Positive engagement and interest from contractors. We had 7 independent applicants, 4 from Swindon (including Shrivenham) and 3 from Wiltshire.</li> <li>• Decision process mainly based on location and previous experience was considered highly due to short term of 8 months.</li> <li>• Perdeep Tandy voted in with 5 out of 8 votes. Salisbury area is currently under-represented, previous experience is valued.</li> <li>• SC to contact Perdeep to inform him of the appointment</li> <li>• SC to contact other candidates to inform them and remind of future opportunities in Autumn from the merger process.</li> </ul> <p><u>Swindon Stop Smoking – Tariff Change</u></p> <p>Has not changed for years, an uplift was requested of 20%, but refused at the last contract round.</p> <p>Currently £15 for 1<sup>st</sup> consultation, £5 for extra consultations –up to 6-, max £45 over the course.</p> <p>SBC proposal is £25 for 1<sup>st</sup> consultation, no payment for follow-up, £30 per quit + £10 if CO monitor confirmed.</p> <p>SC pushed back on grounds of poor uplift and unfunded consultations.</p> <p>SC suggested as a starting point to be in line with the National Advanced Service: £30 for 1<sup>st</sup> consultation, £10 other consultations and £40 for quit consultation.</p> <p>TR reminded us we would not do anything for less than £15 in line with current service provision. Agreed by all, consultation based and not supportive of any other level of funding.</p> <p><u>BSW MCA guidance</u></p> <p>Reviewed, discussed and we have been consulted about this guidance, but not able to endorse it.</p> <p>SC will feed back to HW.</p>
5.	<p><b>CPE update – SR</b></p> <ul style="list-style-type: none"> <li>• Shared with LPC the importance of transparency and openness about resources and funding to obtain the best for Pharmacy Contractors.</li> <li>• SR encouraged strong relationships between CP local and CPE using all resources and skills available.</li> <li>• SR explained the structure of CPE in committees:             <ul style="list-style-type: none"> <li>○ Governance and Confidentiality: TR explained good representation in our LPC</li> <li>○ Funding and Contracts deals with: Funding, Independent Economic Review, Margin Survey, original pack dispensing (regulations in place but legislations not being passed), Pharmacy First thresholds concerns including demographics of rural areas.</li> <li>○ Service development and improvement.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ LRA: original pack dispensing focus.</li> <li>○ LCS - Local Contractor Support</li> <li>● Pharmacy First threshold concerns expressed by our committee included: <ul style="list-style-type: none"> <li>○ Service is GP referral dependent</li> <li>○ Patient self-referrals not agreed by commissioner</li> <li>○ Patient choice should be considered</li> <li>○ Reaching thresholds is depending on relationships</li> <li>○ The income comes from the threshold and not from the actual service.</li> <li>○ Changes to thresholds will need ministerial approval which will be slow in current situation.</li> </ul> </li> <li>● Encouraged contractors to complete poll questions so that our opinion can be considered. SC will liaise with CPE to obtain member login details so they can view poll results.</li> <li>● Solutions included increase on number of conditions included in PF and to reduce exclusions on current PGDs.</li> <li>● Meeting with MPs update. Inform Zoe Long at CPE of possible engagements.</li> <li>● CPE regional meeting will be attended by SC and CS. There will be an online event after the face to face, which was well received by all.</li> <li>● SR - contractor events in the autumn will be prioritised by CPE.</li> <li>● Workforce: developing the workforce and funding it</li> </ul> <p>Top priorities of negotiations:</p> <ul style="list-style-type: none"> <li>– Realignment of the contract sum</li> <li>– No unfunded increase in activity</li> <li>– Write off cumulative retained margin owings</li> <li>– Principles of indexation for activity and inflation going forward</li> <li>– Full review of the retained margin delivery</li> <li>– Full review of the supply chain</li> </ul> <p>Take outs of the meeting are:</p> <ul style="list-style-type: none"> <li>– Pharmacy First including threshold and engagement challenges</li> <li>– Dispensing and services need to be paid adequately</li> <li>– Changes to contractor base in our LPC are reviewed every 3 months to consider representation – challenge to CPE to consider their position</li> <li>– Access to LPC members area and participation in polls</li> </ul> <p>Future meetings: SR will aim to be with us in Sept, Oct and Autumn contractor event.</p>
6.	<p><b>Officer Reports – questions</b></p> <p>Alcohol pilot- still funded - considered a viable model by the council, despite due to the timing it was not very high on activity, and they are looking to expand it.</p> <p>Market entry and supplementary statement taking a lot of time and effort.</p> <p>Invite to CP PCN system stakeholder day, face2face including GP practices, Uzo, and lot of other ICB stakeholders. Hosted and facilitated by Lynette. All at LPC are welcome to attend.</p> <p>PG will support with case studies regarding PF.</p> <p>HW, Richard and SC meeting re:BMA action – discussed new PGDs, Pharm refer, Walk in service, successful in Cornwall, but concerns about funding, Expansion of IP pathfinder.</p> <p>Pharmacy capacity</p> <p><b>Finance Report (verbal)</b></p> <p>23/24 accounts gone to accountant, expected by end of month</p> <p>Finance subcommittee meeting next week.</p>

	<p>HMRC confirmed in letter to CPE – okay for LPCs to claim Employee Allowance. Accounts will be presented at the finance meeting next week: Abi, Anil and Robert.</p> <p><b>Updates</b></p> <p><u>Contractor base composition</u></p> <p>April-June 2024 no changes.</p> <p>From end July: 2 CCA expected to be independents, plus 2 new pharmacies independent or IPA.</p> <p>SC explained the importance of the contractor base composition, although changes have slowed down now. Over the longer term our LPC has changed in numbers from 110 to 104, which will soon increase to 106, this is not a big amount of cumulative change compared to other areas. A lot of COOs.</p> <p>Given the short term of 8 months before the merger it was decided to not make more changes to the committee and maintain current committee members plus the new appointed independent member, as discussed in previous meeting.</p> <p><u>PNAs (CB)</u></p> <p>Swindon expected in July 2025 with an October deadline and Wiltshire expected also slightly earlier.</p> <p>Discussion around if any gaps identified - should be offered/filled in first instance with current contractors.</p> <p><u>Workforce (TR)</u></p> <p>Undergraduate:</p> <ul style="list-style-type: none"> <li>• New School of Pharmacy in Plymouth.</li> <li>• Intake in Bath University at record level.</li> <li>• Students starting 4<sup>th</sup> year in September will join next summer with DPPs</li> </ul>
7.	<p><b>ICB Update (HW)</b></p> <p>Priorities – get down on paper – HWB visits – PF and IP (minor illness and hypertension), workforce</p> <p>Hypertension business case – included CP opportunities</p> <p>Neighbourhood collaboratives – invite Emma Higgins to a F2F CPSW meeting. Well farmers outreach project with Day Lewis (BP checks) – August test and learn – inform future work</p> <p>Some of PCN leads pot used for a meeting in September, to promote PF and HT.</p> <p>Picked up BMA action discussion – positive about opportunities. Potential for a walk in service - feedback, reduction in current GP referrals for PF discussed - vulnerability.</p> <p>Committee - IP Pathfinder how quickly can this be utilised? Walk in service could support CP faster and benefit more contractors than the IP pathfinder. Committee expressed their support/reasoning for a walk in service.</p> <p>SR: in Cornwall the walk in service was well received and supported by the ICB. Means CP gets paid for what we are doing and good direction of travel. HW funding concerns but happy to investigate.</p> <p>CB pushing for formal referrals to support CP.</p> <p>HW is confident in new PGDs to be funded.</p> <p>HW sent comms regarding “Switch off GP connect functionality” to practices. SC thanked HW. We will start to know the effect on 1<sup>st</sup> of August.</p> <p>Continue doing what we do, as well as we can, with regards to PF and service consistency will continue to build credibility and support from the ICB.</p> <p>PNA key messages: understanding that help might be needed for some pharmacies to function better operationally, doesn’t indicate a need to open new pharmacies.</p>

	ICB priorities: Clinical services and Health Inequalities.
8.	<ul style="list-style-type: none"> <li>• AOB <ul style="list-style-type: none"> <li>○ AGM during LPC meeting – 30 day notice</li> <li>○ February Committee date will be decided in January’s meeting or even cancelled, depending on merger activity.</li> <li>○ SC to speak to Richard to agree dates for 2025/26. Venue could be Board room in Chippenham, SC to arrange with Helen.</li> <li>○ Minute taking - September meeting - Robert</li> </ul> </li> </ul>

**Meeting Dates:** 19<sup>th</sup> September (F), 17<sup>th</sup> October, 21<sup>st</sup> November (F), 16<sup>th</sup> January (F), 27<sup>th</sup> February, 20<sup>th</sup> March (F)