



Date Time	February 8 th . 2021 7.30-9.00pm	Chair	Dan Attry (Mob: 07973 632548) (dudleypc@gmail.com/chair@dudleypc.org)
Venue	Zoom online meeting	Chief Officer	Stephen Noble (Mob: 07856 309573) (ceo@dudleypc.org)
Present	Dan Attry (DA) Stephen Noble (SN) Michelle Dyoss (MD) Thomas Thomik (TT)	Aman Grewal (AG) Nick Holden (NH) Amjid Iqbal (AI) Abul Kashem (AK)	Sabrina Kaur (SK) Mo Kolia (MK) Scot Taylor (ST) Vijay Lad (VL)

	Details	Actions
Open & Closed section	<p>1. Welcome, apologies and Declarations of interest (DA) - there were no apologies or declarations of interest</p> <p>2. CPDO update (MD) - over 12,500 lateral flow tests had been done in thirty pharmacies, six Lloyds were waiting to come on board and awaiting IT issues to be resolved. £132.5k had been earned by contractors and this was recognised by the council, who had recommended it to be expanded into other areas. Have also asked if staff can be sent into clinics such as places of worship. They will also make the money up. Roving clinics are also being looked at for about two weeks at a time, with several pharmacies interested in the 7-day a week service. Being fit-for-purpose was also being looked at - correct PPE, disposal of waste. Pharmacies had been visited where the council felt they were not complying with the rules around these. Poaching patients by some pharmacies doing LFT was unacceptable. May want to change service if new variants found in certain wards and may happen quickly. Saltbrook Place in Lye for homeless people had an outbreak, so a pharmacy was sent in to provide three LFT sessions. Patient's prescriptions and alcohol were delivered to residents, but there wasn't an outbreak. Public Health wanted to thank pharmacy for stepping up and doing deliveries and the testing. Mental Health resource pack and bereavement services were sent out to pharmacies. May need to do some EHC training over Zoom/Teams. VL asked how many LFT positives there had been, which MD said around 1.6% or just over sixty. VL also asked about ordering more tests, which MD said was through CHS's order form, but this was not to be used for their ordering of PPE for anything other than for the tests. Deliveries were twice a week. Payments were still being waited on, and the council had been invoiced for over £100k. AI asked if the claim should be made through the MYS portal, MD replying that this was done automatically through PharmOutcomes, but information needed to be put through on the day of testing.</p> <p>3. Chief Officer update (SN) - SN showed the work he had done on the website, including a Black Country Museum walk-through of the testing site. A new section of 'Dudley LPC in the news' had been added with videos and links to articles. New DMS/TCAM training videos had also been added. VirtualOutcomes videos for GP-CPCS had also been loaded. Brierley Hill PCN Clinical</p>	<p>SN and MD to arrange Zoom call to discuss/schedule EHC training</p>



Director, Dr. Tapparo and Jag Sangha had also been in touch regarding the new service, both being kept up to date. Integration for IT was being looked at, which was delaying the rollout. Traffic to the LPC website was up 250%, mainly by people searching for information. Russells Hall Hospital vaccine site was being stood down for several weeks, but the Black Country Museum site was up with a new booking link for pharmacy staff vaccinations. Video meeting with Jonathan Ashworth MP, who asked about the readiness of pharmacy to deliver Covid vaccinations. He was assured we were ready, and was also providing LFT through pharmacies, as the first area in the country to do so. SN mentioned the contributions made by MD, MK and Zulfikar Jalal, pharmacist from Woodsetton. Jonathan Ashworth promised to mention his meeting in Parliament, which he did on the following Thursday. The video of this had been added to the website in the new news section. SN went on to talk about the S&O committee meeting and how the Terms of Reference (ToR) were out of date. They needed updating with primary and secondary members from a more diverse background. SN was happy to continue in his role as primary member, which also included some of the administration for the committee. AK said he was happy to continue as secondary member, and no-one else expressed a desire to take over either role. DA said that it was important for someone to attend all the meetings, which were bi-monthly. SN mentioned some of the issues Dudley were having over launching the LFT service before other areas. This was now rolling out across the West Midlands. MD said the work done with public health had ensured the success of the service locally. SN said that it had been decided to hold a formal vote on the writing-off of the CHS loan, with the CCA saying that their information had been for guidance only. He had organised a poll for the committee but added that the landscape could change with a proposed healthcare bill that might remove the requirements of tendering for services. This meant that it may not be in the best interests of the LPC to write off the loan at this stage. The majority of LPC's were not in favour of writing the loan off, and DA said that it would be worth going to a vote at this stage. SN said the poll was anonymous for the ten LPC committee members needing to vote. The result was that there were eight 'No' votes against two 'Yes' votes, one with caveats. VL commented that LFT had brought in a lot of income for contractors, and the loan was negligible compared with this. AI said that other LPC's would feel more favourable towards the loan when the LFT income was starting to come in for their contractors. SN showed the committee a slide from CHS showing their 3-year performance and the improvement in that time. He commented on the money spent by LPC area, with MD confirming that Coventry and North Staffs LPC's smoking cessation services having the biggest drain on the company.

4. Committee meetings

- there were no meetings attending, although several were coming up in February



5. Minutes of last meeting (DA)

- minutes of January's meeting were read and approved

6. Action points arising and discussion (DA)

- MD confirmed CHS's booking site for LFT had been updated. Discussions with CGL hadn't taken place, but SN told the committee that a late email from CGL had confirmed all payments had been made. VL said he would have to confirm that this was the case and wasn't sure that all payments had been paid. MK said he would also check out CGL payments. DA said he hadn't received any patient incidents for the POD, but there had been an incident with 'phone lines which SN confirmed. He also said there were issues with urgent requests for prescriptions which had been outlined in the newsletter. AI and NH confirmed that they were still having issues with the POD with prescriptions 'being ordered too early'. DA asked for incidents to be flagged to him to send on to the POD. VL commented that he had heard the POD were not processing any prescriptions on Mondays. SK confirmed that this was the case as she had been told this by the POD. Only Tuesday to Friday were prescriptions processed. DA confirmed that all the POD operatives were working from home. NH asked why a document for requests needed to be sent rather than details in NHS mail. DA said it stemmed from someone needing to confirm by tick box that items were needed. Some past paperwork used by contractors were lacking, which led to a template form for all being used. He suggested pharmacies used a Word template. SN mentioned that the £250 promised from Nestle had finally been paid for supporting the AGM.

7. Contract application sub-committee report (SN)

- nothing new had come through from NHSE.

8. Finance, accounts, and budgeting (TT)

- TT confirmed that the Nestle payment had been received on January 15th. The balance on account was £106,466.60 with all outstanding expenses claimed but with a few outstanding. TT said he would be having discussions with those still outstanding. DA said that TT would be standing down as treasurer at the end of March, remaining to support his successor. NH had responded to an email to take on that position, and had duly been voted in. DA asked him if he needed to talk through anything on his bio that he had sent in, and NH said that he had no direct experience of the role but was keen to do it. DA said that a webinar for treasurers that week would give him some knowledge of the role. Getting accounts ready for the AGM was the biggest task through the year, and TT said he was ready to support NH with this when the figures were available. TT would not be a CCA representative but would need his expenses paying. DA thanked both TT and NH. DA said a levy holiday should be considered due to the level of funds in the bank. AI agreed that the balance level needed to come down, with MK saying that contractors would consider it a welcome gesture in the present climate. MD asked if any training could be purchased. TT said that around £9,360 came in monthly, so a two-month holiday would be possible. The PSNC levy to be paid was £9,774 at the beginning of the next

AI, NH and VL to send DA examples of POD issues with names



month and two-months holiday will bring it down to £85-86k. VL thought it should be under the £100k. mark, with DA thinking it needed to come down to £70-75k., roughly a three-month holiday. TT suggested to book a three-month holiday reviewed at two months. DA said this would equate to March, April, and May where no levy was collected. TT said he would arrange it for March, MK saying that it needed to be communicated to contractors. DA agreed and for this to be put in the next newsletter.

9. AOB

- NH asked MD if contractors needed any training support from the LPC, MD thinking that something around vaccination as BSol LPC had done. SN suggested a possible event with other LPC's once government plans for vaccination was known, later in the year. DA suggested GP-CPCS training, NH asked about DMS but there were few referrals. A newsletter feature asking contractors for views on these for training was possibly required. VL wanted to be kept informed on GP-CPCS progress. DA asked how the PCN activities were going with the PCN leads. MK asked if the SCG PCN role could be advertised again. VL said he would carry on for the time being but would like to step down. MK asked if a reminder for PPE claims needed to be done. He also mentioned displaced pre-reg students needing placements, this could be accessed through the West Midlands HEE team. MK also told the committee that his vaccination site was due to get a visit from the Prime Minister, Boris Johnson, but this was cancelled at the last minute. He'd had a call from No. 10 telling him that this might be rearranged. His site had its allocation upped, and he was in communication with universities wanting to speak to him. SN outlined a case of 'patient poaching' that was being discussed on WhatsApp. This had been discussed and actioned with a local operations manager, who said he would act on the issues being aired. SN posted that any future concerns should be done on a private listing.

10. Details of next meeting

- next meeting was scheduled for Monday, March 8th. 2021

SN to tell contractors via newsletter of the pending levy holiday, TT to show NH how this is achieved

SN to readvertise the SCG PCN lead role

Signed
by the
Chair

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