



Date Time	July 11 th . 2022, 7.30-9.00pm	Chair	Mo Kolia (Mob: 07703 584565) (mo.kolia@knightspharmacy.co.uk/chair@dudleylpc.org)
Venue	Zoom meeting	Chief Officer	Stephen Noble (Mob: 07856 309573) (ceo@dudleylpc.org)
Present	Mo Kolia (MK) Stephen Noble (SN) Michelle Dyoss (MD) Nick Holden (NH)	Jayne Robinson (JR) Aman Grewal (AG) Amjid Iqbal (AI)	Ranpreeth Sunder (RS) Scot Taylor (ST) Vijay Lad (VL) Jag Sangha (JS)

Details

Open section	<p>1. Welcome, apologies and Declarations of Interest (MK)</p> <ul style="list-style-type: none"> ○ Apology from Abul Kashem had been received. There were no DoI's <p>2. DHIC update (JS)</p> <ul style="list-style-type: none"> ○ JS introduced himself to the new committee members and the current work he's doing. He asked the LPC to respond to the Dudley PNA and to continue to participate in any committees. MK thanked JS for his work with the CPCS and hypertension task & finish groups. JS was trialling the Blood Pressure service with three community pharmacies in Halesowen, and this was going well. He asked that the lead PCN pharmacists were fully involved with the services. MK said that as the PCN leads weren't funded, this was proving challenging, as was general workforce issues. JS said he would like more portfolio working in conjunction with the LPC and DIHC trust. SN asked if the LPC could have a list of practice-based pharmacists, agreed by JS. He also asked JS if he knew of any PBP's who might like to fill the part-time GP-CPCS role. JS also wondered whether a technician transferred over under a DIHC contract might be more appropriate but asked SN to resend his email. Following JS leaving, there was a discussion around PCN's funding and support. MK reported that pharmacist recruitment was also tapering off.
Action Points	<ul style="list-style-type: none"> ● SN to email Jo Roberts for a PBP planner ● SN to remind JS about GP-CPCS role
	<p>3. Minutes of last meeting (MK)</p> <ul style="list-style-type: none"> ○ The minutes were read and approved <p>4. Action points arising and discussion (MK)</p> <ul style="list-style-type: none"> ○ New contract for JR as LSO needed to be finalised but advise on pension contributions were being waited on ○ GP-CPCS officer to be advertised. SN thought local contacts with pharmacists might bring better results than using Indeed. Had already reached out but with no response and thought a practice-based pharmacist would be the best fit. AI suggested using WhatsApp and Indeed. MK suggested sharing the brief and using NHS Jobs, social media ○ DMS contacts shared via newsletter; still waiting on Neil Slater at AIMp for committee replacement; contractor number of 66 confirmed by PSNC; all documents reflecting Chair change and PSNC notification done
Action Points	<ul style="list-style-type: none"> ● JRs contract to be finalised once pension info received ● SN to share EoI for position with committee, over newsletter and WhatsApp; MK to advertise via NHS Jobs; MD to share via social media
	<p>5. Finance, accounts, and budgeting (NH)</p> <ul style="list-style-type: none"> ○ NH said that levy holiday continuation needed looking at, with current balance over £72k. PSNC requires a 6-month reserve which equates to £60-65k. The Finance sub-committee had been discussing the amount of contractor levy taken. This was significantly higher than comparable



	<p>LPC's. MK thought that another holiday month was called for, resuming the levy in September. This was agreed to by VL and AI, who suggested announcing the levy resumption at the AGM. The level of the Dudley levy was £112k, compared to Shropshire at £74k for 94 contractors, Bolton at £72k for 74 contractors, Croydon at £65k for 76 contractors, Sefton at £103k for 79 contractors.</p>
Action Points	<ul style="list-style-type: none"> • NH to confirm from NHSBSA method and amount of contractor levy for reconsideration • NH to confirm current figures with CCA
	<p>6. CPDO update (MD)</p> <ul style="list-style-type: none"> ○ PNA out for consultation ○ Supporting JR with work 'phone; added to WhatsApp; visited 18 pharmacies with sexual health supplies; supported with alcohol training. Will start to develop lists of pharmacy permanent staff ○ Alcohol training- 22 attendees from 15 pharmacies, now 17 in all supplying service. Resources supplied by public health. Scratch cards to cost £431 for 2,000, funded by LPC; approved by committee ○ Method of promoting services needed by contractors. MK thought this would be of value to independents. SN mentioned he had an account with PHE to order promotional materials. NH asked if 9Ways could help with this. ○ 'Think Pharmacy' website- decided not to renew contract as using 9Ways social media ○ Social media report needs amending to reflect platforms used and numbers on platform- shows increases in posts, likes and interactions. AI said he had issues with 9Ways and their performance, particularly with the fees being paid. A comparison at 6-months with the 3-month performance needs to be taken, with MK suggesting an alternative company. ○ AGM- celebrating success in pharmacy combined with a services workshop would be the best format. The Village and The Copthorne were most likely to be used, with AI thinking that the Village was too noisy. NH also suggested David Lloyd in Brierley Hill. <p>7. LSO update (JR)</p> <ul style="list-style-type: none"> ○ Welcomed by all pharmacies visited, all under pressure. Many wanted to be added to WhatsApp. Contact details also updated. JR agreed that a services poster was needed. MK thanked her as community pharmacy stress-levels high. He was also keen to set agendas for work going forward.
Action Points	<ul style="list-style-type: none"> • MD/JR to share pharmacy contact details list with LPC • MD to place scratch card order, and to consider what was needed for promotional material • MD/AI to review 9Ways performance at the 6-month report point • MD to enquire at the Copthorne for Monday Sept. 19th evening for AGM, and to work agenda
	<p>8. Chief Officer update (SN)</p> <ul style="list-style-type: none"> ○ DMS webinar attended, with slide deck in Drive ○ Hypertension task & finish group set up to gather basic information of providers ○ Pharmacy laminate developed to remind pharmacies of day-to-day tasks (mail, PharmOutcomes) ○ Pharmacy First has added Walsall to the service ○ Signed up to 'heat health alerts'- toolkit and poster sent out to contractors ○ Commonwealth Games business toolkit shared with contractors on possible disruptions
Action Points	<ul style="list-style-type: none"> • SN to finalise pharmacy laminate
	<p>9. Committee meetings</p> <p>Area Clinical Effectiveness committee (MK)</p> <ul style="list-style-type: none"> ○ Due in July



	<p>Prescribing sub-committee (VL)</p> <ul style="list-style-type: none"> ○ VL to attend next meeting the following week Primary Care Development committee ○ RSG proposals (MK) ○ Contractors had voted to accept the proposals from the RSG, and things would now move quickly. Information and toolkits would be issued by PSNC over the summer. Committee size may change due to the proposals, but any replacements may only serve a short time until March 2023. AI thought that the committee replacements should go ahead even though they may only serve briefly, as the committee needed more input. ST agreed
Action Points	<ul style="list-style-type: none"> ● SN to contact Neil Slater regarding an AIMp replacement ● SN to canvass independent contractors for a committee replacement for VL
	<p>10. Sub-committee reports</p> <p>Contract applications (SN)</p> <ul style="list-style-type: none"> ○ There had been no applications or alterations
Action Points	<ul style="list-style-type: none"> ●
	<p>11. AOB</p> <ul style="list-style-type: none"> ○ ST asked if a list of practice-based pharmacists could be made available. NH said that he had found the practice managers very helpful. ○ MK asked the committee for their support with the workshops at the AGM ○ VL asked about sponsorship for the AGM, MD said that she had made several contacts
Action Points	<ul style="list-style-type: none"> ● SN to ask about a PBP- list with DIHC/Jag Sangha
	<p>12. Details of next meeting</p> <ul style="list-style-type: none"> ○ Monday September 19th. (AGM)
Signed by the Chair	<p>-----</p>