



<b>Date Time</b>	Monday April 17 <sup>th</sup> . 2023	<b>Chair</b>	Mo Kolia (Mob: 07703 584565) (mohammedkolia@hotmail.co.uk/chair@dudleylpc.org)
<b>Venue</b>	Beefeater K'ford, 2.00-5.00pm	<b>Chief Officer</b>	Stephen Noble (Mob: 07856 309573) (ceo@dudleylpc.org)
<b>Present</b>	Stephen Noble (SN) Michelle Dyoss (MD) Amjid Iqbal (AI)	Abul Kashem (AK) Scot Taylor (ST) Jayne Robinson (JR)	Richard Smith (RS) Dan Attry (DA) Jag Sangha (JS)

**Details**

<b>Open section</b>	<p><b>1. Welcome, apologies and Declarations of Interest (MK)</b></p> <ul style="list-style-type: none"> <li>○ Apologies from Mo Kolia, Nick Holden, Aman &amp; Sabrina Grewal</li> </ul> <p><b>2. Nestlé and Pfizer presentations</b></p> <p><b>3. BC ICB update (DA)</b></p> <ul style="list-style-type: none"> <li>○ DA gave an update on the ICB taking on the responsibilities of the NHS Midlands team moving over. He then discussed the local DMS service performance, ending in a Q&amp;A session for the committee.</li> </ul> <p><b>4. DHIC update (JS)</b></p> <ul style="list-style-type: none"> <li>○ JS outlined funds available to DIHC, with an active link on their website on services.</li> <li>○ The POD was due to finish by the end of April and admitted that some practices had not fully engaged with the decommissioning process. The Trust was looking at a Medicines Optimisation Support Hub which would impact on prescribed items. Bath additives were the next category to be scrutinised.</li> <li>○ DIHC was the only primary care organisation at ICB level that represented local health services, and there was a question mark over its' future role within the parent body. A decision over this was due to be made by July 2023.</li> </ul>
<b>Action Points</b>	<ul style="list-style-type: none"> <li>● There were no action points.</li> </ul>
	<p><b>5. Minutes of last meeting (MD)</b></p> <ul style="list-style-type: none"> <li>○ The minutes were read by MD and approved.</li> </ul> <p><b>6. Action points arising and discussion (MD)</b></p> <ul style="list-style-type: none"> <li>○ All action points had been tackled with no matters arising.</li> </ul>
<b>Action Points</b>	<ul style="list-style-type: none"> <li>● There were no action points.</li> </ul>
	<p><b>7. Finance, accounts, and budgeting (SN)</b></p> <ul style="list-style-type: none"> <li>○ Monthly accounts (as of 16/04/23)</li> <li>○ Main balance- LPC Account: £51,021.68, NHS Account - £32,997.63</li> <li>○ Interest from Lloyds NHS account- although some interest was earned on this account, committee decided this wasn't an issue.</li> <li>○ PSNC levy (£12,590.47) paid.</li> <li>○ Richard and Jayne- both had been spoken to with letters ready to be sent out.</li> <li>○ Using Crowe for TY accounts- being finalised.</li> </ul>
<b>Action Points</b>	<ul style="list-style-type: none"> <li>● There were no action points</li> </ul>



## 8. Chief Officer update (SN)

### TAPR update

#### Committee elections

- *SN showed the committee the likely makeup of the new committee, with 2 CCA, 2 AIMp and 3 independents. Both CCA and AIMp had said they would take up their places allocated. Figures had been based on the contractor base on January 31<sup>st</sup>. 2023. SN said that the three current independent committee members had expressed an interest in carrying on to the new committee. There had been two new applicants for the positions- Olutayo Arikawe, and Rifat Asghar-Hussain. SN suggested that with the potential loss of two committee members, it might be worth the committee going back up to eight members. He outlined the next stages in the election process, looking at an early May decision. This included losing Mo Kolia, who had decided to step down, and the loss of one CCA member. Replacements would include two new AIMp members. He also suggested the June and July meetings to be face-to-face. At that July meeting, the committee would vote to decide a new Chair and Vice-Chair. Three people from the new committee would go into the combined Black Country LPC committee, with two forming part of a taskforce deciding how the transition would take place. The committee decided moving back to eight was a good idea. RS asked how Nick Holden's position would change if Lloyds sold his branch to independents. SN said he would still sit on the committee, but as an independent member, but the January 31<sup>st</sup>. still stands. AI asked if MK would like to continue as Chair if he was still working for Knights. His potential replacement would not be likely to want to stand as Chair, but SN was still waiting from both AIMp and the CCA around their appointments. ST said he would like to stand for Chair if he were reappointed, with AI saying he would be happy to support as Vice-Chair.*

#### CPE branding

- *SN showed the committee some proposed new branding and logo for Community Pharmacy England. This was at a preliminary stage and was currently confidential. Discussions were still going on around what local LPC branding would look like. He went through the current options on the table, including some ideas he had proposed back to PSNC.*

#### Contractor comms.

- *Easter and May Bank Holidays- posters for doors were produced for contractors to use over the upcoming Bank Holidays. They also contained a QR code which linked to an interactive map showing which pharmacies were open. This could be adapted to be used for services provided by contractors. SN outlined how the map worked, and all resources had been sent out by newsletter and were on the LPC website.*
- *7-day prescription journey- a poster put on WhatsApp was tracked down to a GP practice in Doncaster and adapted for local use. This had been printed, sent out to contractors and was being used to educate the public.*
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**Action  
Points**

- SN to arrange a vote for the four independent committee members by the end of April.
- SN to update the four absent members on the decision to move to eight.

**9. CPDO update (MD)**

*Public Health Services*

- All data for Q4 and full year downloaded and analysed.
  - Sexual Health/EHC – 2 more pharmacists at Village Pharmacy trained.
- Analysed full 12 months of data looking at number of under 25 consultations compared to STI kits provided- 2917 EHCs overall, with 1303 under 25's but with only 14 chlamydia kits issued.*
- 2519 IBAs with 1292 interventions and 13 follow-ups.
  - Smoking vouchers- only 2 submitted.
  - Healthy Start vitamins – numbers have increased but have dropped recently.

*Commissioners' meetings*

- Met with Wendy to look at Alcohol IBA data, services and Jhoots data.
- Contacted commissioners re. pharmacy contracts- only 24 back so far with many outstanding.

*Resources*

- Printed 7-day ordering posters as A4; may use as a flyer.
- Stop Smoking- Meeting with Dan and RHH hospital April 21<sup>st</sup>.

**10. LSO update (JR)**

- Continued to support and supply stores with up-to-date posters, booklets and new resources for upcoming themes and any info for current services.
- Updating current services list as stores visited. Some trained staff left; some are not doing services listed for.
- Visited stores wanting training and registration for Chlamydia and C. Card and trained them, as approved by Brook. Some stores wanted a refresher on the process. One kit and one C. Card given out together now £10. Aim is to get more availability of these services in each area. All visits went well. A few more to do, some on holiday, sickness or wanting visits in a couple of weeks.
- Priory requested a visit for training a member of staff due to the pharmacist going on maternity leave and wanted services to be available while the new locums in store. Some things were just reminders and updates, left number with staff member in case any more assistance needed. Visit went well.
- New Pharmacist at Morrison's has been off sick for a while so hopeful of contact soon.
- Issues with some stores not being able to put posters up- mainly CCA. AK mentioned that local campaigns to support health initiatives are part of Healthy Living Pharmacy. SN said this may impact on future contract visits.

**11. PISO update (RS)**

- The spreadsheet containing information about public health commissioned services is continually being updated and will be released soon.
- Only 4 out of 17 registered providers can start the Smoking Cessation Advanced Service.
- LPC is supporting a project to increase the number of completed annual blood pressure checks and referrals to pharmacies.



	<ul style="list-style-type: none"> <li>○ Discharge Medicines Service is still developing, with a low number of completed referrals being claimed by community pharmacies.</li> <li>○ LPC is investigating missed referrals and will report back on learnings.</li> <li>○ Concern and discussion over a contractor who missed a DMS, putting a patient back in hospital.</li> <li>○ GP-CPCS service is up and running with no negative feedback received. Discussion around Lion Health and Wychbury surgeries participation.</li> <li>○ MAPCOG regional pharmacy meeting is being attended regularly.</li> </ul>
Action Points	<ul style="list-style-type: none"> <li>● SN to produce A5 size of 7-day poster</li> </ul>
	<p><b>12. Committee meetings</b></p> <ul style="list-style-type: none"> <li>○ There were no other meetings to report on</li> </ul>
Action Points	<ul style="list-style-type: none"> <li>● There were no action points</li> </ul>
	<p><b>13. Sub-committee reports</b> <b>Contract applications (SN)</b></p> <ul style="list-style-type: none"> <li>○ Merger of Jhoots and Milan, both in Netherton, was discussed with committee</li> </ul>
Action Points	<ul style="list-style-type: none"> <li>● There were no action points</li> </ul>
	<p><b>14. AOB</b></p> <ul style="list-style-type: none"> <li>○ Community Pharmacy Dudley Meetings, July '23 to March '24- SN proposed dates and venues for the committee to consider but added that it would be up to the incoming committee to decide. He suggested that both June and July's meetings were face-to-face, saying goodbye to some members of the current committee at the June meeting, and welcoming the new faces in July. The AGM in September would also be face-to-face, with October and December over Zoom, but the new committee may appreciate more contact.</li> <li>○ MD suggested the committee start to think about the September AGM, with possibly the same format used as before. There would need to be a little more organisation to prevent the bunching of groups seen at the last AGM.</li> </ul>
Action Points	<ul style="list-style-type: none"> <li>● Committee to start to consider the next AGM in September.</li> </ul>
	<p><b>15. Details of next meeting</b></p> <ul style="list-style-type: none"> <li>○ Monday May 15<sup>th</sup>. 2023, Zoom online @7.30pm</li> </ul>
Signed by the Chair	<p>-----</p>