

MINUTES OF COMMUNITY PHARMACY DERBYSHIRE COMMITTEE MEETING

held on Tuesday 21st January 2025

Peak Pharmacy HO, Buttermilk Lane, Bolsover, S44 6AE

MEMBER	CATEGORY	21.05.24	04.07.24	17.09.24	19.11.24	21.01.25
David Evans (DE) Chair	AIMp / IPA	A	✓	✓ Part	A	Y part
Andrea Smith (AS), Vice-Chair	AIMp / IPA	✓	A	✓	✓	✓
Darryl Dethick (DD) Treasurer	AIMp / IPA	✓	✓	✓	✓	✓
Ben Eaton (BE)	AIMp / IPA	✓	✓	✓	✓	A
Justin Gilbody	AIMp / IPA	N/A	N/A	✓	✓	✓
Nitin Lakhani (NL)	Independent	✓	✓	✓	✓	✓
Matthew Hind (MH)	Independent	A	✓	A	✓	✓
Lindsey Fairbrother (LF)	Independent	✓	✓	✓ Part	✓	A only for agenda item
Yasir Pirmohamed (YP)	Independent	✓	✓	✓	✓	✓
David Holmes (DH)	CCA	✓	A	✓ Part	✓	✓
Amanda Kelly (AK)	CCA	✓	✓ * Part	✓	✓	✓
Khuram Ahmad (KA)	CCA	✓	✓	✓ Part	✓	✓
Nick Hunter (NH), Chief Officer	Officer	✓	✓	✓	✓	✓
Amanda Alamanos (AA) Engagement Lead	Officer	✓	✓	✓	✓	✓
Chris Kerry (CK) Services Lead	Officer	✓	A	✓	✓	✓
Alison Ellis (AE) Business Support Officer	Minutes	✓	✓	✓	✓	✓

✓ Present / A Apologies for absence / Absent X / R Resigned/ S sick/ N/A Not applicable * Member unable to attend all or part of meeting due to attendance at a meeting elsewhere on behalf of the LPC on the same day.

	<p>Welcome/Apologies/Introductions/Announcements</p> <p>Attended</p> <ul style="list-style-type: none"> Paula Whitehurst, Community Pharmacy Integration Programme Manager, ICB (PW)
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		<ul style="list-style-type: none"> Amy Lacey, Healthwatch Derbyshire (A Lacey) Beth Ralph, Engagement Lead, Derbyshire LOC Kirsten Atkinson, Priest & Co (KA) <p>Apologies for absence</p> <ul style="list-style-type: none"> Ben Eaton, LPC member (BE) Shazia Patel, Community Pharmacy Clinical Lead (SP) Steve Hulme, Chief Pharmacist, Derbyshire ICB (SH) Ravi Mohan, Derbyshire ICB (RM) Dr Ben Milton, Derby, and Derbyshire LMC Chair (BM) Lindsey Fairbrother, LPC member (LF)
		GOVERNANCE
1	1.1	<ul style="list-style-type: none"> Declarations of interest – all up to date <p>Nothing to change.</p> <ul style="list-style-type: none"> Competition Law check re agenda items <p>Nothing to note.</p> <ul style="list-style-type: none"> Governance update <p>No items to discuss</p>
	1.2	<p>Approval of minutes from 19th November 2024</p> <p>Minutes were agreed as a true and accurate record of the meeting held on 19th November 2024. Proposed by DE and seconded by JG.</p>
	1.3	<ul style="list-style-type: none"> Matters arising from previous meeting on 19th November 2024 (not on the agenda) Action tracker <p>5 – Instagram – focus groups work – will need images / videos all the time. Don't think it is the right platform – not going to go ahead. Plan to use the platforms of others, e.g. LA PH teams.</p> <p>16 – Lloyds bank – agenda item.</p> <p>20 – member profile – Justin still needs to complete – KA will send through the questions after the meeting.</p> <p>24 – PF website - agenda item.</p> <p>29, 30, 42 – LMC joint comms – AA will update on agenda.</p> <p>43 – wording on SystmOne – raise at next meeting with LMC. Include in the work that currently doing.</p> <p>47 – raised at various times – been told that need to work together with Shazia and the team. Working more with Paula Whitehurst currently.</p> <p>51 – Signing up for the CPD newsletter - included in newsletter and added links to the website page.</p> <p>52 - Members to look through the Local Commissioned Services pack and send any comments through to AA asap before meets with the Public Health teams.</p>
		FINANCE AND AUDIT

2	2.1	<p><u>Accounts for November / December 2024</u></p> <p>Account 1 4-month levy holiday – next levy income will be March 2025. At the end of the financial year will have £100,000 – 6 months reserve is £90,000. Account 2 – LPN funding – invoice has been sent through to NHSE for payment and will be distributed to East Mids LPCs according to the MOU when received. Account 3 - Unearned (non-levy income) – can use some of this to fund additional Ops Team work to support contractors. Paperwork from accountant – received everything back. Access for DH onto the account – this is still ongoing, and DD will continue to be in contact with Lloyds Banks to get sorted.</p> <p>2.2 <u>Asset Register</u> No assets but need to complete the document to say have none. DD will complete.</p> <p>2.3 <u>Risk register</u> 1st risk is only having DD and AS as signatories – DD to complete.</p> <p>2.4 <u>2024/2025 budget and spend update</u> All on budget</p> <p>2.5 <u>2025/26 Proposed budget</u> DD will put together a proposed budget and send through to the Finance and Audit committee for comments and approval and will be sent round to committee.</p> <p>2.6 <u>Finance and Audit sub-committee – January 2025 meeting</u> No concerns raised.</p>
3		<p>CP DERBYSHIRE 24/25 STRATEGY</p>
	3.1	<p>Review of delivery against priorities Actions updates</p> <p>9 – hoped to get auto reporting – Chesterfield is not doing. AA to continue conversations with Lisa Ruddle. Derby – has signed. 10 – no funding to support new services – will continue to work on 25/26. 16 – need volunteers to do – walk through on how to do – AK spoke to HO and they are happy to do at Rowlands Bolsover on Hypertension. 20 – asked about focus groups on visits – too much going on presently– will ask again at the March event. 25 – Pharmacy Integration Strategy – not all LPCs were invited and was raised with Shazia. Paul Jenks, Lincolnshire, attended – workforce was discussed and was frustrating as this is covered in workforce faculty meetings. Also Peak have a representative attending. 25 – stakeholder meeting – Vanessa Hails will be attending the next meeting. 26- PCN engagement in 3 PCNs – Erewash, South Dales and South Hardwick. Project Plans being developed by ICB and AA is involved. Hourly rate for IP is £49 per hour so this is the figure that is being used. PCN leads have different project plans. Need to attend the PCARP meetings and LPC need to know where working so can support the leads. 34 – data pack later in meeting.</p>

		36 – purchase order and agreed.
4		CPE Regional Rep Update
		<p>Lindsey Fairbrother</p> <ul style="list-style-type: none"> Update since November 2024 CPE meeting <p>MPs are asking lots of questions in parliament. LF writing to MP for Derbyshire Dales and asked all members to do the same.</p> <p>Spending review in Spring 2025 and the NHS 10-year plan.</p> <p>Economic case for Community Pharmacy – minimum funding to exist but need more to future proof.</p> <p>Civil servants have remained the same even though government have changed so still have the relationships and background knowledge.</p> <p>CPE meetings – now have 2 observers that have been selected from LPCs that will attend the meetings and invite the local LPC to send representatives to the CPE meeting when being held in their region.</p> <p>Supporting contractors – ICB have some funding for PCN Engagement scheme – GP project plans and AA and CK will be following this up.</p>
5		Market Entry applications
	5.1	<p>Contract applications -</p> <p>Application offering unforeseen benefits</p> <p>By: Henmore Health Limited</p> <p>At The Green, Brailsford, Derby, DE6 3BX</p> <p>Closing date for responses: 28th February 2025</p> <p>Application by GPs – Brailsford and Ashbourne.</p> <p>Superintendent is not listed on the register – but can't be a superintendent until open so not sure this is something that can be used.</p> <p>Think will be a hub and spoke model.</p> <p>Applying to do all the services.</p> <p>If in the surgery – there should be an adjustment in the rent to reflect the income.</p> <p>Will need to review the rurality of the area.</p> <p>Could be wanting to move the dispensing from the surgery to a pharmacy.</p> <p>Hours – different in the statement to those listed on the application</p> <p>Response to be drafted.</p>
	5.2	<p>Decisions</p> <p>Nothing received</p>
	5.3	<p>Amendments to contractor list</p> <p>5.3.1 Change of ownership</p> <p>From: DENTS OF CHESTERFIELD</p> <p>To: Dronfield Healthcare Ltd t/a John Dent Pharmacy</p> <p>At: Avenue House Surgery, 109 Saltergate, Chesterfield, Derbyshire, S40 1LE</p> <p>Changed from 25.11.2024</p> <p>5.3.2 Change of ownership</p>

	<p>From: DENTS OF CHESTERFIELD To: Dronfield Healthcare Ltd t/a At: 3 Windermere Road, Newbold, Chesterfield, S41 8DU Changed from 25.11.2024</p> <p>5.3.3 Relocation By: Superdrug Stores T/A Superdrug Pharmacy From: 21 Albion Street, Westfield Centre, Derby, DE1 2PR To: Derbion Shopping Centre, Unit 170A, Derby, DE1 2PQ Moved 2nd December 2024</p> <p>5.4 Litigation 5.4.1 SHA/26375 Application offering unforeseen benefits By: LP SD Five Ltd At: Derby Road, Sandiacre, NG10 5HZ Appealed – closing date for further response 19th Jan 2025 Sent through the final response which stated that had no further response to the comments received. Need to ensure that the interested parties are correct in future applications. Decisions are taking a long time to go through the contracting team – NH has raised.</p> <p>5.5 Amendment to hours 5.5.1 Amendment to supplementary hours By: Peak Pharmacy At: Wingerworth Medical Centre, Off Allendale Road, Wingerworth, Derbyshire, S42 6PX Please note permanent change of supplementary opening hours From: Mon- Fri 18:00-18:30 Sat 09:00-13:00 To: Mon- Fri Nil Sat 09:00-13:00 Total opening hours with effect on 27 January 2025 (Core & Supplementary hours) Mon – Fri 09:00-13:00 & 14:00-18:00 Sat – 09:00-13:00 Sun - Closed</p> <p>5.6 Appeals – Midlands has the most currently in progress – mainly breaches for bank holiday opening that are being appealed.</p>
6	<p>Reports</p> <p>6.1 Chairs verbal update Nothing in addition to the agenda items to report.</p> <p>6.2 Chief Officer update</p> <ul style="list-style-type: none"> ▪ HubRx visit follow up Upfront about the funding model. Useful to see how Hub and Spoke could operate across different legal entities when the legislation changes. Legislation is now going to go through – government have agreed to process. ▪ Nomination issues New GPhC Guidance being referred to when issues raised with the LPC. ▪ Bank holiday

Can we get some data on how busy the pharmacies that opened were – EPACT data will be able to tell this information from the ICB.
Issue around claims – not switched on for claiming on the day.
Week before Christmas was spent trying to sort out issues with directions and hours agreed and the rota sent was incorrect.
Directing the same pharmacy to open all Bank holidays – or the same one every Christmas – trying to get involved in reviewing the process.

Action: NH to chase this information up with the PODs team

Action: CK to ask the pharmacies that opened the numbers of services they processed letting them know that trying to check if there is a need in the area for future Bank holidays.

6.3

Engagement Lead update

▪ LPN funding 25/26

LPC will not receive – will need to request with a robust plan and will not be able to pay for any admin / clinical time.

Agreed to draft a letter for EM LPCs to go to East Midlands Primary Care Contract team explaining that the LPCs will have to review what get involved in in the future due to no funding to do this anymore. Can only do what is in the constitution if not being funded separately.

▪ Sexual Health Alliance

Looking at strategy – no ICB Community Pharmacy representation – asked Paula if she will attend in the future.

PSE sessions – pharmacy services are being included in these at schools.

Included in the safeguarding newsletter.

Circulated the PF information to the health protection team.

Robust strategy and have a new director.

▪ Vaccinations

AA attends the vac board and flu and covid meetings.

New board – flu, RSV, MMR – Mandy Simpson – asked if there is any reason why CP cannot do more vaccinations.

Flu – NHSE state there is vaccine. Sent the comms out to contractors that there is still a need, and they can buy still although will need to consider minimum order amounts.

▪ Visits to Derby City pharmacies

Triggered by low numbers in PF and nomination issues.

One pharmacy is seeing 100's of patients change nomination and spending a lot of time changing them back when patients contact them.

Some concerns are being formalised by complaints to the ICB.

Others that have sent through some queries and details to AA have been advised that if wish to complain then need to go through formal route.

GPhC now have clear guidelines around changes to nominations which will be useful for the LPC when issues are raised.

NL also raised concerns in Erewash regarding nominations in the area. Had a meeting between themselves and said need to stop. Seems to have been resolved.

▪ Locally commissioned services

RAG rating is going out in the newsletter to all contractors. Letter to contractors to follow.
Derby City – no uplift on EHC, flu vac service increase for staff vaccinations £12 to £17.

Derby County – reviewing.
County is very pro pharmacy.

Action: AE to include the RAG rating of locally commissioned services in the next newsletter

6.4

Services update

- Services data pack – slides were sent to members

Figures are from 10.12.24.

PCS – 168/196 are now signed up.

PF – no change 196/198 – all eligible are signed up.

BP – 190/196 are now signed up.

Visits

52 + visits undertaken since July 2024

Now have timely PF data within the month – targeting those that have low numbers.

Wrote out to contractors depending on the level of consultations completed – led to contractors contacting CK for support.

CK talks to all members of staff when visits pharmacy. Staff members often live locally and advise them to link with the local groups / schools they have links to including Facebook community groups.

Pharmacies often do not know they have not reached the threshold when CK is talking to them. Sharing the resources that are available

Newsletter – explain that while some patients that are excluded from the PGD it doesn't mean that the pharmacy haven't passed Gateway to claim for the consultation.

Still do not have the referral data from GP's – AA asked again for this from NHSE.

Data is unverified – up to December 2024- seeing less minor illness – increased in December – not sure of the reason why but may be because not able to access a GP practice during Christmas?

PF – October decreased in line with flu vacs starting. May also be down to seasonal variation.

BP checks increase in October – may be linked to flu vacs and some pharmacies completing BP at the same time.

Contraception – hesitancy around initiation – CPPE workshop in Feb and focusing work in the March event.

Number of contractors not meeting threshold

Oct – 134

Nov – 116

Dec - 97

87 not met threshold for the last 3 months. Could be to do with changes of ownership.

How to identify pharmacies that are struggling and in danger of closing?

- AA has reviewed the data – low items and doing less than 9 consultations for PF and then low for other services
- Discussing with Shazia and Paula to work out how the ICB can help.

ABPM – post payment verification being done – some large amounts being claimed back for claims that pharmacies have no evidence for.

DMS – working with Shazia to

Need to ensure that contractors are completing the DMS too and closing the referrals down on PharmOutcomes.

6.5	<p>Communications update</p> <ul style="list-style-type: none"> Love your pharmacy campaign <p>Went live on boxing day. 2 x editorials re PF and ongoing digital advertising and printed local papers/ magazines. Will have some statistics by the end of the week. PF Derbyshire website – in draft presently – launching at March PF event. Asked CPE re producing PF posters in Punjabi, Gujarati and Urdu and they have no plans to do this – need someone to translate for Punjabi and Urdu – ICB do not have any funding. Asked members if they were able to or if they know of anyone willing to do this. BBC Midlands are asking for pharmacies to be involved in some interviews / recordings – NH has given some suggestions. MPs – AK and LF have sent letters to their local MPs – had a reply from Natalie Fleet asking for details for to organise a pharmacy visit. ICB / LMC / LPC – collaborating on an event for the hypertension service – June 2025. Letters have been drafted regarding services pharmacies offer and are still with Ben Milton to check and send through comments before being sent to GP practices.</p>
7.	<p>Open meeting</p>
7.1	<p>Paula Whitehurst, Derbyshire ICB</p> <ul style="list-style-type: none"> <u>Repeat prescription timescales</u> <p>Originally came from DD conversation with MOL looking at work done in Doncaster regarding prescription timescales – 7 Day – communications – Shiv leading. Some practices are saying to give 48 hours, but it takes the GP that long to process the prescription. MOL state 5 working days. Wording that is going out from surgeries by text message needs to be changed – Healthwatch are hearing this too and contact the practice managers to let them know. NHS App is being advocated to patients and need to ensure the message is correct on the app so saying the same message. Comms / posters are being shown to ICB colleagues – shows the process of the prescription at the surgery and pharmacy. Peak also created work to be used by their pharmacies. Pharmacies are keeping less stock in the pharmacy due to cash flow – order when they get the prescription. Hub and Spoke at Peak – shows that it is quicker to receive the prescription back already to be handed out compared to having to order and dispense etc in the pharmacy. Agreed that the wording should be ‘allow up to 7 days for your medication to be ready for collection’.</p> <ul style="list-style-type: none"> <u>DMS</u> <p>Talking about changing discharge meds - being given up to 28 days – this would be better for pharmacy as takes a while to receive the discharge information and then to read and process. Shouldn't affect the 7day comms.</p> <ul style="list-style-type: none"> Original pack dispensing – <ul style="list-style-type: none"> antibiotics – checking whether they would give the amount on prescription or the pack amount – specification states that must give the amount on prescription for antibiotics care homes – discretion re 28-day ordering – think would be working to 28 day – will vary from pharmacy to pharmacy.

▪ [Med's shortages](#)

Shazia Patel is doing a collective response.

▪ [IP pathfinder site update](#)

Goodlife Pharmacy are doing well.

Peartree still waiting for testing with Cleo using the Titan system.

▪ [GP/CP Engagement Scheme Update](#)

Erewash completed phase 1 and allocated a champion at practices - must nominate a champion to be part of the PCN engagement project.

The Practices that are engaged for each PCN are as follows (for Community Pharmacy awareness on the increase of electronic referrals that would follow);

Erewash PCN

West Hallam Medical Centre
Gladstone House Surgery
Moir Medical Centre
College Street Medical Practice
Adam House Medical Centre

South Dales PCN

Ashbourne Medical Practice
Hannage Brook

South Hardwick PCN

THE VILLAGE SURGERY
LIMES MEDICAL CENTRE
WINGERWORTH MEDICAL CENTRE
STAFFA HEALTH
NORTH WINGFIELD MEDICAL CENTRE
CLAY CROSS MEDICAL CENTRE
ROYAL PRIMARY CARE CLAY CROSS

Target of 1 electronic referral per day.

South Hardwick – Phase 2

Happily moving forward with the project.

All leading to moving to electronic referrals as business as usual.

7.2

Amy Lacey, Healthwatch Derbyshire

▪ [PF feedback survey report](#)

- Lots of people do not know about PF
- Awareness lower in men, younger people, diverse communities
- Promoting PF – leisure centres and sports club, barber shops, faith groups,
- Healthwatch created a PF poster
- Amy will send the report through for this to be shared when completed.
- Main recommendation was communicating the service in the right places
- 66% said that they would use it now they know what it.
- Concerns about wanting it to be a private consultation – not aware of pharmacies having consultation rooms
- Another survey going out regarding children's flu vaccinations and this is aimed at pharmacy staff. Will include in the next CPD newsletter.
- Healthwatch England are doing a survey on PF at the moment.
- Report is available on the website – linked from CP Derbyshire
- [Closing pharmacies](#)
 - Went to parliament to meet with MPs as Healthwatch Derbyshire.
 - Discussed pharmacy at this event
 - Lack of knowledge about the pharmacy situation from the Derbyshire MPs.
- [Commissioned to do work on staff knowledge re flu vaccinations by Derby City Council](#)
 - What staff know about flu vacs for under 5's and how confident are they explaining to parents.
 - Asked LPC to share this with contractors and ask staff to complete. Amy will share with CPD – running to end February 2025.
 - If there is a training need then council would put on a session.

7.3 [Beth Ralph, Liaison Officer, Derbyshire LOC](#)

▪ [Pharmacy awareness of Minor Eye Conditions Service](#)

Pharmacies are still sending through patients to GP's rather than to opticians. MECS is a service that allows optometrists to access and treat patients with recent, non-urgent eye conditions. Conditions include red, irritated eyes, dry, gritty eyes, inflammation, discharge and watery eyes, onset of floaters, pain, foreign bodies, Opticians involved in the MECS service – most opticians including Vision express at Tesco, Asda, Specsavers.

Red flags for pharmacists to be aware of and to refer to MECS.
Eye pain, loss of vision, photophobia, floaters, foreign bodies

▪ [Pharmacy understanding of GOS NHS Eye Examinations, private eye examinations, advanced eye examinations, Ocular Coherence Tomography.](#)

MECS is an enhanced service and GOS is NHS.
A lot of tests are not included in NHS test. In depth dry eye assessment is not included.

▪ [NHS Dry Eye Prescribing vs self-purchase](#)

If symptoms do not respond to the self-care advice including products purchased over the counter, then pharmacists should refer to MECS.

▪ [How can opticians and pharmacies work together to provide primary eyecare services](#)

Opticians cannot prescribe medication for most eye conditions; this will change with more optometrists having IP qualification due to being included in the degree. There are a few

		<p>optometrists with IP presently but cannot prescribe as don't have FP10's – can only do as private prescription.</p> <p>NH suggested that could have used the extended care funding that was lost to the NHSE to have a service from opticians to pharmacies – could this be a future pathfinder – Paula will raise with Shazia.</p> <p>Also discuss at next meeting with ICB to see if a service can be put in place where optometrists can refer into pharmacies and give medication against PGD. To support any business case, the LPC/LPC would need to provide robust data. Beth agreed to support audits.</p> <p>Chloramphenicol PGD service is something that opticians would refer into.</p> <ul style="list-style-type: none"> What services do pharmacies offer such as bp, diabetic testing etc? Can we send patients with suspect bp or diabetics to pharmacies rather than GP's? <p>Blood pressure checks can come through to pharmacies – can refer and patient walks in and lets pharmacy know been sent from optician. AA will send the BP checks specification through to Beth.</p> <p>Referring to MECS – if Google MECS and then shows nearest optician providing the service.</p> <p>Potential collaboration with CPD - Emergency Eyecare without the slit lamp - support staff can also be included. Discuss this further and once have some more info and a plan then will take to the ICB.</p> <p>Asked Beth if someone can attend the March event that LPC are holding to speak about the service.</p>
8.		National and Regional updates
	8.1	<p>NHSE National/Regional</p> <ul style="list-style-type: none"> Midlands Regional Pharmacy First Oversight Group East Midlands Primary Care Team meeting <p>Nothing more to update.</p>
	8.2	<p>CPE CPE events</p> <p>Negotiating</p> <ul style="list-style-type: none"> Wednesday 22nd January 2025, 10:30am- 3:30pm: in-person at our office in London half-day session, aimed at LPC employees involved in day-to-day negotiations <p>Or</p> <ul style="list-style-type: none"> <u>Tuesday 11th Feb 2025, 7pm – 9:30pm: virtual, 2.5-hour session, aimed at LPC members and chairs, although may be of interest to members of the LPC team</u> <p>Member briefings</p> <ul style="list-style-type: none"> Tuesday 4th March 2025 9:30am – 1pm – virtual <p>CPE newsletters received (link to CPE website) - Newsletter archive - Community Pharmacy England (cpe.org.uk)</p> <p>Derbyshire ICB</p>

		<ul style="list-style-type: none"> ICB East Midlands Primary Care Team – Pharmacy Governance Report Medicines Optimisation Regionwide Advisory Group - branded generics Derbyshire Primary Care Providers meeting <p>Workforce</p> <ul style="list-style-type: none"> Faculty update <p>Public Health Commissioned Services</p> <ul style="list-style-type: none"> MDS related death <p>All for information and nothing further to report.</p>
9.		CCA update
	9.1	CCA Questions Qt1
	9.2	CCA matters newsletter – December 2024
		For information
10		AOB
11		<p>Next Meeting</p> <ul style="list-style-type: none"> 18th March 2025 Peak Pharmacy, Buttermilk Lane, Bolsover, Chesterfield, S44 6AE 09:30am – 1:30pm
12		Close

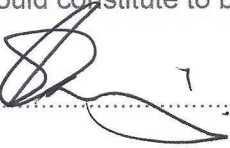
These minutes are signed as being a true record of the meeting, subject to any necessary amendments being made, which will, if any, is recorded in the following meeting's minutes.

Signed:  Position:CHAIR.....

Date: 18/3/25

Signed:  Position:CEO..... Date: 18/03/2025

During this meeting, along with these minutes, there was a constant check to ensure no discussions could constitute to breaking competition law.

Signed:  position: LPC Member Date: