

**Members present:**

Kath Briscoe (KB – Boots – CCA)  
Lucy Corner (LC – Rowlands – CCA)  
Matt Birch (MB – Superdrug – CCA)  
Matt Armstrong (MA – Boots – CCA)  
Alex Carrasco (AC – Day Lewis – AIM)  
Ravi Nagra (RN – MSN Lunts – Regional Multiple)  
Sab Rooprai (SR – Conway Pharmacy – IND)  
Arvi Sagar (AS – Morrisons – CCA – part)

**In attendance:**

Peter Prokopa (PP – Chief Officer)  
Jane Davies (JD – Treasurer)  
Amanda Alamanos (AA – Services Lead)  
James Milner (JM – STW ICB CPCL – part)  
Lindsey Fairbrother (LF – CPE – part)

Agenda ref	Item	Actions
1223.1	Welcome & Apologies for absence: Apologies received from Andrew Wright, Yogesh Patel and Stephanie Green (SG)	
1223.2	Sub Committee break out groups: <ul style="list-style-type: none"> <li>• Finance</li> <li>• Governance</li> <li>• Communications &amp; Services</li> </ul>	
1223.3	Sub Committee report back: <ul style="list-style-type: none"> <li>• Finance – Discussions on various topics related to governance, finances, and future plans. They emphasize the need to project beyond next year, particularly considering the impact on employees' rights after two years. Exploring the Committee's future, either through a potential merger or to plan for continuing the current setup will require a 12-month lead time. The group plans to have a separate finance meeting to analyse finances for the next two years, considering options and potential decisions in January. PP proposed to tag this meeting on to January's Exec meeting. Additionally, discussion on issues with contractors' payments and changes in ownership. PP to check on current contractor list and report back to JD. RN also suggested reviewing all currently held funds which are not sourced from contractor levy, to ensure they are being used most effectively &amp; efficiently.</li> <li>• Governance – Discussion on SG's news about her pregnancy. Agree to focus on seeking HR advice for Stephanie's situation and using Clyde and Co for a conversation to address related questions. As mentioned above, agreement to discuss the LPC's future beyond April 2024 in a budget</li> </ul>	Finance review meeting to schedule – PP/JD

meeting and then bring the findings to the main committee for a decision. The emphasis being on the need for clarity and focus, particularly with the likelihood of the LPC continuing as is until March 2025, pending committee agreement. Agreement on the importance of a January meeting to outline the LPC's goals, set Key Performance Indicators (KPIs), and establish a clear direction for both the LPC and its employed staff. The mention of potential governance implications prompts consideration of a dedicated meeting for further discussion. LC stressed the need for information from the budget meeting to assess funding and the importance of bringing the findings to the entire committee for a collective decision.

- Comms & Services – discussed internal and external communications updates. PP reported progress on getting full membership in the WhatsApp group for members. External communications, specifically using LinkedIn to engage contractors, is being considered, and members are encouraged to share committee posts on their LinkedIn profiles. The focus is on leveraging the Pharmacy First initiative and building an audience. The website has been updated, with plans to include recordings from webinars and relevant links. Agreed that resource constraints may impact the amount of content generated by officers, however the aim is to highlight CPE (or other LPC) posts and add LPC achievements on LinkedIn in the future. AA provided an update on a meeting with ICB colleagues, discussing responsibilities and the relationship between LPC and ICB. She notes the responsibility of contractors to deliver services and mentions joining the NHS England Comms Working Group. Concerns about inconsistencies and the need for engagement mechanisms are highlighted. The discussion touches on the lack of plans for Midlands-level NHSE webinars and the importance of focusing on capacity in the last quarter of the financial year. There is also a query about adjusting the website to ensure national content appears in the CPE part. AA explained that national content wasn't showing in the CPE section, leading to it being placed in LPC news.

1223.4	<b>Main meeting</b>	
1223.5	<p>ICB CPCL Update – James Milner</p> <p>James Milner, Community Pharmacy Clinical Lead for the ICB, discusses challenges and solutions related to the pharmacy workforce in the Shropshire and Telford region. The data presented indicates a decline in the number of pharmacists entering training, especially in the community pharmacy sector. The workforce is aging, and there is a concern about a shortage of pharmacists in the coming years. The presentation outlines the implications of recent changes in pharmacist training funding and the need for collaborative efforts to address workforce challenges.</p> <p>To tackle the issue, James proposes an innovative foundation training model that offers cross-sector placements for pharmacy trainees. This model aims to make the region more attractive to prospective pharmacists, provide access to diverse training settings, and support the managed sector with funding challenges. James emphasizes the need for collaborative working across sectors and suggests forming a working group to develop and implement this model. The goal is to create a unique, attractive offer for pharmacist trainees and address the imminent workforce shortage. James seeks commitment from the Community pharmacy sector to participate in this collaborative initiative.</p> <p>Concerns expressed by all members on the ability to attract pharmacist trainees bearing in mind the large geography, relatively poor transport links and higher housing costs; also concerns over timescales (Oriel registration window only open until March) bearing in mind introduction of Pharmacy First at this time. KB suggested engaging ore widely across STW on this; AA reported Derbyshire holding a system wide workforce event and suggested the need to actively promote a collaborative approach.</p> <p>Additional concerns from MA that multiples will have to deal with different ICBs across the country, and each one might take a different approach. All CCA reps agreed however to take the proposal back to Head Office teams with responsibility for foundation pharmacist trainees.</p> <p>Further concerns expressed around sourcing DPPs for the prescribing experience – JM mentioned that the ICB were actively looking to support contractors in finding DPPS both now and for the 2025–26 trainees.</p> <p>JM also provided a brief update on the Independent Prescriber (IP) Pathfinder program and related initiatives. The Service Level Agreements (SLA) and service specifications have been finalized and sent to the three participating contractors, along with the clinical governance framework. The Pathfinder sites have been set up with cost centers, and efforts are underway to establish clinical and professional support for independent prescribers, including a consultation recording module.</p>	

The digital implementation, involving the EPS solution "Cleo," is undergoing testing, with expectations for readiness in mid-January. Pathfinder sites are encouraged to upskill and socialize the program with local providers, emphasizing collaboration with general practice colleagues. The Pathfinder sites are expected to go live in early 2024, with delivery phases covering CPCS, contraception, prescription management, opioid reduction, CVD prevention, and sexual health.

Additionally, James shares recent data indicating the number of pharmacists signed up for various services: 75 for the blood pressure check service, 39 for the contraception service, and 2021 pharmacies in Shropshire and Telford signed up for the Pharmacy First services between December 1st and 6th.

Finally, PP mentioned that he and JM had a discussion with the clinical lead from SWS PCN about the possibility of establishing joint pharmacist posts. The aim is to address the challenges related to the shortage of clinical pharmacist time. They are seeking potential partners for sharing pharmacist resources. The offer was extended to colleagues in the LPC, encouraging those interested to reach out directly to JM or PP. The PCN has an urgent need to fill a pharmacist position, and while the process takes time, interested parties were urged to get in touch for further discussions.

Finally, PP mentioned that he and JM had a discussion with the clinical lead from SWS PCN about the possibility of establishing joint pharmacist posts. The aim is to address the challenges related to the shortage of clinical pharmacist time. They are seeking potential partners for sharing pharmacist resources. The offer was extended to colleagues in the LPC, encouraging those interested to reach out directly to JM or PP. The PCN has an urgent need to fill a pharmacist position, and while the process takes time, interested parties were urged to get in touch for further discussions.

No additional questions were raised to JM, who left the meeting.

Further short discussion on progress in the IPP. LC to share details of challenges she had made to JM on aspects of the progress to go-live; LC agreed to continue to review this from an "independent" perspective on the committee.

1223.6	To approve the Minutes of meeting held on Tuesday 24/10/2023 (Doc 1223.6) No further proposed amendments; acceptance proposed by RN, seconded by AC. Approved unanimously.	
1223.7	Matters Arising/Actions None not already on the agenda.	
1223.8	Finance update a) Current performance (Doc 1223.8) – JD discussed current financial performance with reference to accounts spreadsheets; income greater than	

	<p>expected by approximately £5000, hence providing additional financial stability if looking forward through 2024–25 when we need to fund additional levy to CPE. Additionally, MoU ringfenced funds appear enough (at current spending rates) to be able to fund implementation leads for a further 12 months, if necessary. PP mentioned Andy Pickard had sought permission for the Committee to hold LPN funding of £25000 for 2023–24 – he had signed the MoU for this, to be transferred at some point soon. PP also confirmed he would seek confirmation on what this funding could be used for, especially as ICB were looking to supporting workforce development across STW.</p> <p><b>b)</b> Business savings options – JD reported reviewing options to improve return on reserves held; significant additional work required to open accounts with other financial institutions so has opted to open a business savings account with Lloyds. The interest rate was not as favourable but would be additional income for the committee although subject to Corporation Tax.</p>	
1223.9	<p>Pharmacy services – current performance &amp; Pharmacy First implementation planning:</p> <p>AA provided an overview of the Pharmacy First service and discusses key aspects of the clinical pathways, including the seven clinical pathways and the changes in the referral process. The presentation covered the service overview, training plans, and digital implementation details. Also mention of the need for end-to-end connectivity and potential challenges for rural pharmacies as a result of the change to be using secure connection to transmit GPO notifications via GP Connect.</p> <p>AA also touched on the expansion of services, such as the combination of contraception initiation and ongoing supply. AA also emphasized the importance of updating pharmacy profiles for a new NHS website postcode search tool. She discusses the relaunch of the blood pressure service with an increased focus on Ambulatory Blood Pressure Monitoring (ABPM).</p> <p>Amanda mentioned the challenges in securing training sessions from CPPE due to high demand and explores alternative options, including potential support from GPs and paediatric consultants. The presentation concludes with a call to action for LPC support plans and discussions about existing local service income, including the decommissioning of some PGD services.</p> <p>Finally, Amanda shares a planned activity list for the operations team, emphasizing collaboration with contractors, exploring successful patient journeys, and sharing best practices among pharmacies for extended care services.</p>	AA

1223.10	<p>CPE Update – Lindsey Fairbrother</p> <p>LF talked through the CPE Regional Reps’ November Powerpoint presentation, discussing various topics related to pharmacy services, including the implementation of Pharmacy First, challenges in engaging with practices, concerns about funding, and discussions about pharmacy supervision proposals recently announced. The conversation also touched on issues such as the IP Pathfinder programme, hub and spoke dispensing, and the importance of local engagement and training.</p>	LF
1223.11	AOB – none	
1223.12	<p>Next meeting – Tuesday 23<sup>rd</sup> January 2024 Shrewsbury Town FC – agreed to extend meeting to 2pm and to include a working lunch.</p> <p>PP confirmed a discussion <a href="#">PHARMACY SUPERVISION PROPOSALS</a> would be included in the agenda.</p>	