

Minutes of the meeting of Community Pharmacy Durham and Sunderland (CPD&S) held on 6 March 2025 at Chester-le-Street Cricket Club, Ropery Lane, Chester-le-Street, DH3 3PF

In attendance:

Emma Morris
Paul Arnett
Jamie Rotherham
Andrea Dickenson
Joy Cooper
Lee Middleton
Ian Mensforth
Rob Pitt
Ann Gunning
Geraint Morris
Sami Hanna

LPC/018/2025	Apologies for absence: Raminder Sihota, Derek Roberts, Greg Burke
LPC/019/2025	Introduction: Emma introduced the meeting and reminded members of the Nolan Principles and if appropriate, to declare any interests
LPC/020/2025	<p>NHS BSA listening panel: Mark Gibbon and Phil Edwards introduced themselves to the committee and explained the purpose of the listening event. Mark gave a presentation and highlighted the three major errors on prescriptions submissions:</p> <p>Rx switching due to a lack of signature for non-age related levy exemptions; Supplier/pack size/price per pack not being endorsed for non-category 8 items; PD endorsement being missed on instalment methadone prescriptions. Handwritten Rxs must have the formulation endorsed if it is not included in the prescription. Generic Rxs for needles must be endorsed with the brand supplied. Currently over 54,000 items in MYS not been resubmitted within 6 months of being referred back. 470 items are within CPNEC however 171 CPNEC pharmacies have zero. After discussion, it was confirmed that pharmacies using Titan must submit their non-age exempt signed tokens every month otherwise they are in breach of contract. Action: Greg to send communication to pharmacies to highlight potential breach of contract and key errors.</p>
LPC/021/2025	<p>South Tyneside and Sunderland Foundation Trust: Graeme Richardson and James Hubbard introduced themselves.</p> <p>Graeme wanted to discuss the Discharge Medicines Scheme. The Trust is currently sending the pharmacy discharge medicines information referrals via NHS mail. AD commented that this is working well for her and she prefers email to PharmOutcomes referrals. She asked that pharmacy staff stop using acronyms which may not be familiar to community pharmacists. AD also suggested that only</p>

	<p>MDS patients are currently being referred to the DMS. There is also no time stamp on the referral when it is printed. GR thanked members for the very useful feedback. GR confirmed there were over 16,000 discharges over three months and only 677 completed DMS consultations. It was acknowledged that discharges without medicine changes may not be referred and referrals may be completed but payment not claimed due to the admin involved. He will confirm the number of DMS referrals made so the LPC can calculate the financial loss to pharmacies of not completing or not claiming for work completed. Action: Greg to invite Jamie Harris to a future meeting to discuss the DMS referrals from CDDFT. Greg to send communication to pharmacies reminding them that DMS is an essential service and that referrals from SSTFT will be received via NHS mail.</p> <p>James is keen to move non-red drug outpatient dispensing to community pharmacies, freeing up the hospital team to concentrate on chemotherapy, etc. This will involve around 50-60,000 items per annum being dispensed in community and closer to home for patients. This is particularly important now that many outpatient appointments are via telephone consultations. Concerns were raised about this adding pressure to the global sum but GR advised that the Trust is charged for both drugs and fees for community pharmacy dispensing. Action: Geraint to check whether FP10HPs are charged to the global sum.</p> <p>GR offered to bring the Trust training lead to the next LPC meeting. Action: Greg to send invitation.</p>
LPC/022/2025	<p>Minutes of the meeting held on 9 January 2025.</p> <p>The content was accepted as a true and accurate account of the meeting. Action: Greg to include the minutes on the CPNEC website.</p>
LPC/023/2025	<p>Heather Frith, Sunderland City Council: HF apologised for the delay to the LARC service which was due to sickness and a public health team restructure. Wendy Mitchell in the Starting Well team will head up the service but HF will continue to provide support. The Women's Health Hub will provide the necessary training supported by Organon. An email will be circulated to pharmacies which expressed an interest confirming the next steps and commitment to the service. Further EOIs will be accepted with an ideal target of 6 to 8 pharmacies providing the service in the pilot phase.</p> <p>The pricing for the stop smoking service is being restructured, with suggested fees awaiting directorate approval.</p> <p>Services will still be moved to PSNE Ltd but this will not be by 1st April. HF confirmed the affected services are stop smoking, EHC and C-card. The move will happen before HF starts maternity leave in July.</p> <p>Pharmacy audit currently taking place via telephone calls. The NEPO portal is emerging as the biggest block to service delivery, so hopefully, moving services to PSNE will remove this block and increase pharmacy engagement with services.</p> <p>A sexual health review will be undertaken during 2025-26 with C-card to be digitised.</p> <p>HF will send the link to the Links for Life website to Greg for circulation.</p>
LPC/024/2025	<p>CPE update: Sami explained that negotiations are ongoing and as a result, he is unable to provide any update about funding. CPE is working at pace to provide any information requested by DHSC and NHSE however, even if a deal is negotiated, this will still need to go through government approval processes, so an announcement is not imminent.</p>

LPC/025/2025	<p>Coaches update: Jamie has multiple visits planned and has received good feedback following visits to practices. He does have an example of a practice sending all referrals to one pharmacy. GM asked for details and he will forward to the ICB. Action: Jamie to send details to Geraint.</p> <p>JR has been working with Rarin2Go to have details of Pharmacy First published in their magazine. Heather has been supporting with Sunderland contact details and Claire Jones is helping with contacts for Durham schools.</p> <p>There is a potential for Systm1 to have an easier referral route for Pharmacy First which will be a one stop button from 31st March. This will remove the need for multi-factor authentication. There was discussion about referrals for Hypertension case finding referrals via PharmRefer. Action: Geraint to ask about the possibility.</p>
LPC/026/2025	<p>Action log The meeting updated the action log</p> <p>Meeting sponsorship Rob asked whether the committee was happy to have further meetings sponsored following the sponsorship by Chiesi in January. Members agreed that sponsorship of future meetings was acceptable. Action: Rob to send details to Greg of potential future sponsor</p> <p>Dermatology/engagement event There was excellent feedback from attendees. Committee agreed there should be more events arranged with additional networking time. It was agreed to arrange the next event with the NHS BSA as speakers.</p> <p>Member vacancy Following Kathryn's resignation, Greg has reviewed the contractor split and one CCA place will become an independent contractor place. The new committee will comprise 3 CCA, 8 independent and 1 IPA places. It is hoped to have a new independent member in place for the May meeting.</p> <p>Policy review The governance subgroup has compared the new self-assessment to the old version. Committee policies are not visible on the website. Joy has now moved from the finance to the governance subgroup and will also join the services subgroup. The governance subgroup has compared the new self-assessment to the old version.</p> <p>WhatsApp group Members were asked to send Greg or Ann their mobile number if they wanted to be added to the CPD&S WhatsApp group. Actions: Members to send mobile numbers to Greg or Ann. Members also agreed the committee should have a group when timely responses are needed from members. Action: Greg and Ann to set up committee WhatsApp</p>
LPC/027/2025	<p>Meeting updates</p> <p>Regional LPC Bank holidays are still being discussed with the ICB. Useful where volunteers come forward for bank holidays but Andrea keen to ensure that the four pharmacies on Chester Road do not become the only pharmacies on rota due to their proximity to the Urgent Treatment Centre.</p> <p>PSNE Ltd The management fee for 2023-24 has now been received by the LPC. No further update.</p>

	Executive team Nothing further to report
LPC/028/2025	Subgroup updates Communications CPD&S branding has been circulated and information was given to attendees at the engagement event. Members declined having LPC email addresses. Services The Terms of Reference circulated with the papers were approved by the committee. The questions submitted by the subgroup to the committee regarding ABPMs were superseded by the exec decision to purchase 20 meters. A working group will be needed to determine how to distribute the meters. Committee agreed the working group had authority to make a decision without coming back to the committee. Action: Greg to seek working group members Governance Skills mix assessment to be completed and submitted to Andrea by 31 st March by anyone who has not yet completed the assessment. Action: all to complete and email assessment Market entry Committee agreed the response to the Ajido Ltd relocation but want further communication to the ICB about the process of the move. Action: Greg to send further letter to Ken Youngman protesting the lack of regulatory process and avoiding a precedence being set.
LPC/029/2025	AOB Rob asked whether the committee has a suite of policies for HR, such as bereavement, to ensure all employees and members are treated equally. Action: Lee to contact Clyde and Co. Jamie is keen to ensure the momentum continues with the PCN leads following the meeting prior to the engagement event. Committee agreed these should become a regular event. Action: Jamie to liaise with Greg Emma raised the paediatric asthma pilot which now has an increased set up fee but still no activity fee. PCN staff are attending an exec meeting. It was suggested one solution may be an activity cap per pharmacy to avoid excessive work for no further income. Rob raised members payment for the dermatology/engagement event. It was agreed that members should submit claims for their time. All claims to be submitted to Lee as soon as possible for the financial year end.
LPC/030/2025	Confidential session Sami, Geraint and Ann were asked to leave the meeting. Confidential session notes are recorded separately.
	Date of next meeting: Thursday 15th May. Greg to review venue and circulate details