**Community Pharmacy Leicestershire & Rutland**

**Committee Agenda**

**2nd April 2025 9-1pm Online**

| Time | Item | Owner |
| --- | --- | --- |
| **9:00** | Welcome & Housekeeping  [Vision, Mission & Values of CPL&R](https://leicestershire-rutland.communitypharmacy.org.uk/about-us/what-we-do/mission-vision-and-values/)  Declarations of Interest | SK |
| **9:05** | Approval of Minutes for meeting held on Jan 2025 | SK |
| **9:15** | Regional CPPE representative  Lindsay Fairbrother | LF |
| **9:45** | Sponsor  DemDx | LG |
| **10:15** | Vice Chair’s Report | RO |
| **10:30** | Chief Officer’s Report | RO |
| **10:45** | Service Development Lead | VM |
| **11:00** | Community Pharmacy Clinical Lead LLR ICB  Paul Gilbert Update | PG |
| **11:30** | Service Facilitator | RO |
| **11:45** | Treasurer’s Report | AV |
| **12:15** | DemDX  Sponsor | LG |
| **12:40** | **Sub Committee Updates**  HR  Governance  Finance  Contracts  Digital | ALL |
| **12:45** | **Next Committee Meeting Date** | ALL |
| **12:50** | AOB  LOROS charity support <https://www.bbc.co.uk/news/articles/c86pyqyyvv0o> | ALL |
| **13:00** | Meeting End |  |

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| --- | --- |
| **Present:**  Rajshri Owen (RO) Chief Officer  Satyan Kotecha (SK) – Vice Vice Chair & Independent Contractor  Altaf Vaiya (AV) – Treasurer & Independent Contractor  Shezad Alimahomed (SA)- CCA Representative  Rahul Patel (RP) – Independent & IPA member  Nadya Jethwa (NJ)- Independent Contractor  Gareth McCauge (GM) – Service Support Facilitator  Ron Gregson (RG)- CCA Representative  Shoaib Haji (SH)- Independent Contractor | **Apologies:**  Vin Mistry- Service Development Lead  Kate Blockley-Smith – Administrator  Viral Patel (VP) – Vice Chair & CCA Representative  Aadil Mitha- Independent Contractor  Kishan Kotecha (KK)- Independent Contractor      **Guests**  **Lindsey Fairbrother**- CPE Regional representative and independent contractor (Delayed due to locum issues)    **Paul Gilbert (PG)-**Clinical Lead LLR ICB |

**Meeting Minutes:**

**Welcome & Housekeeping**

The Vice Chair opened the meeting and welcomed all attendees. The group was reminded of the core vision, mission, and values of Community Pharmacy Leicestershire & Rutland (CPL&R).

**Approval of Minutes for Meeting Held in Jan 2025**

The minutes of the January 2025 meeting were reviewed and approved by the committee. NJ proposed the minutes and AV seconded.

**Regional CPPE Representative – Lindsay Fairbrother (LF)**

Lindsay Fairbrother presented on the recent funding and regulatory changes affecting the pharmacy sector. She highlighted the £800 million funding increase, the largest uplift in NHS funding, although still not meeting the economic review's demands. The CPCF funding is now £3.073 billion, with increases in services such as pharmacy first and contraception, and changes to NMS payment structure.

Lindsay mentioned that PQS requirements have been simplified and aspiration payments of around £2,300 per pharmacy will be available in May. Regulatory changes allow easier adjustments to pharmacy hours, but NMS subcontracting will be stopped.

She emphasized the need for continued lobbying for a more sustainable funding model, with the spending review scheduled for summer. Lindsay acknowledged issues around wholesaler control and subcontracting, which need addressing. She committed to following up on the EHC service specification and local service funding concerns.

In conclusion, Lindsay stressed the importance of transparency and engagement with contractors to ensure the sector’s long-term viability.

**Sponsor – DemDx Lorin (LG)**

Lorin from DemDx presented their clinical assessment platform designed for community pharmacies and independent prescribers (IPs). The platform supports Pharmacy First and minor illness services by providing pre-populated exclusion criteria and structured clinical notes that can be pasted into existing pharmacy systems. The system improves efficiency, safety, and documentation quality during consultations.

The pricing is £20 per month for Pharmacy First (5 users) and £30 per month for minor illness for individual IPs, with potential future adjustments for additional services. Lorin emphasized that the platform supports clinical judgment and is open to integrating with pharmacy systems.

Committee members showed interest in potential collaboration with Leicestershire and Rutland LPC, and Rajshri will follow up on the next steps.

**Chair’s Report**

**Rajshri Owen (RO):**  
Rajshri Owen summarized the key points from the Chair’s report, highlighting the resilience of contractors transitioning from winter to spring. The LPNfunding for the OrderOnlyWhatYouNeed initiative and the extension of PCNengagementleads until September were secured.

The CurryNight event was a success, with participation from ICB, CPE, and Trust representatives. Pfizer extended the Connectinitiative for another **six** months at no additional cost.

SK suggested skipping the line-by-line review of the report, and assumed everyone had already read it, and proposed focusing on Rajshri's updates and additional points.

**Chief Officer’s Report – Rajshri Owen (RO)**

Rajshri Owen presented her report, focusing on upcoming events. The **Menopause Management Webinar**, scheduled for **Tuesday, 8th April**, was highlighted as the first event centered on women’s health in partnership with Beeson. Committee members were urged to promote the event, with registration being mandatory.

The **LLR Controlled Drug Forum** will take place on **11th May**, featuring **Sam Travis** and a representative from the ICB. Despite a speaker withdrawal, the event remains valuable, with sponsorship secured.

Rajshri acknowledged the success of previous events, including the **Curry Night**, **CPPE PCS Workshop**, and **Safeguarding Webinar**, and emphasized the ongoing focus on website management and social media engagement.

On **government relations**, Rajshri shared her collaboration with **Luke Evans MP**, who invited the committee to regular meetings with **Trust Chief Operating Officers**. However, the **parliamentary event** on **8th March** received minimal response from MPs.

In **HR** updates, Rajshri mentioned upcoming **admin team appraisals** and the phased return of **Kate** from sick leave.

For **governance**, updates to the **expenses policy** were shared, along with a new **privacy policy** to support the app work.

Rajshri discussed the RSV **Tender**, noting issues with timelines and information sharing, which led to an extended deadline for contractors.

A positive update was the growth of the **Kaenect Program**, with **255 appointments** booked by GP Practices and **238 completed** by pharmacies. Despite being funded until September, the program has gained momentum, with additional **PCNs** expressing interest.

Finally, Rajshri updated the committee on **FPTP placements**, with **nine reciprocal placements** and **two non-reciprocal placements** secured through relationships with **UHL** and **LPT**. She encouraged the committee to flag potential **DPP providers** to support contractors.

**Service Development Lead – Vin Mistry (VM)**

Vin shared updates on his work with NMS (New Medicine Service). He discussed his efforts to improve NMS performance in community pharmacies by providing specific, personalized feedback to underperforming pharmacies.  
One of the key strategies involved creating detailed reports for pharmacies, showing them how much income they were potentially losing by not fully engaging with NMS. He described how some pharmacies, like St Stephen's Pharmacy, had acknowledged their underperformance and were now focused on increasing their NMS uptake.  
Vin emphasized that tracking tools and spreadsheets were in place to monitor progress and that further efforts would be made to track improvements.

**Community Pharmacy Clinical Lead LLR ICB – Paul Gilbert (PG)**

Paul Gilbert provided an update on NHS restructuring and the impact it may have on community pharmacies.

Paul explained the ongoing efforts to engage General Practices to improve Pharmacy First referrals. Paul noted that the issue of referrals being too low remains a challenge, with some practices failing to refer patients despite the initiative's benefits.

The committee discussed the funding model and its shortcomings, noting that although some funding had been provided, it was still insufficient to meet the growing demands of community pharmacy services.

Paul clarified that NMS outsourcing should not be used as a blanket solution, and the committee expressed concern about the potential for poor quality if NMS is handled externally without proper oversight.

**Service Facilitator – Gareth (GM)**

Gareth updated the committee on the current performance of Pharmacy First and other services. He shared the data on month-on-month growth and emphasized the need for continuous quality improvement in services.  
The committee was informed that LLR is performing well, particularly in the context of the broader East Midlands region. Gareth highlighted that further efforts would be made to ensure the implementation of the DMS (Discharge Medication Service) and ensure the service's success.

**Treasurer’s Report – Altaf (AV)**

Altaf shared the financial update for CPL&R, highlighting the positive changes in the LPC's financial situation due to efficient management of expenses. He noted that while the accounts are healthier than before, there are still challenges with the secondary account, which has been significantly depleted.  
The committee discussed potential strategies for securing additional funding, including exploring sponsorship opportunities and focusing on long-term financial stability.

**Sub Committee Updates**

**Governance Subcommittee:  
Rajshri Owen** updated the committee on the progress of reviewing and updating **policies** for governance. The **expenses policy** is now live on the website, and the committee is encouraged to review it and sign the updated policies as part of their induction.

**Finance Subcommittee**:  
The **Finance Subcommittee** discussed the **improving financial situation,** with savings in office and administrative costs. The secondary account was reported as depleted, and **Altaf** raised concerns about the ongoing sustainability of the finances without additional funding.  
  
**Altaf** confirmed that **Paul Gilbert’s promised funding** had not yet been received but is expected soon.

**Contracts Subcommittee:**  
There was a discussion about **EMPCT'**s handling of the closure of **Tesco Narborough Road,** with the committee criticizing the lack of timely communication and updates. **Rajshri** fed back to **EMPCT** and has expressed dissatisfaction with the delayed responses.  
**Nadya** raised concerns about the **implications of changing core hours** for the pharmacy, especially around administrative workload. The committee recognized that there will be increased workload as a result and may need to bolster the **Contracts Committee.**

**Digital Committee Updates**

* **Rajshri Owen** and **Satyan Kotecha** provided updates on the ongoing work regarding the **CPL&R website** and the launch of the new **mobile app** for contractors.
* **Satyan Kotecha** confirmed that the app is now available for **Android** users, and **Nadya** and **Rajshri** had been testing it. The app has the potential to improve **communication** and **engagement** with contractors, but there were some initial login issues that have now been addressed.
* The **committee** discussed the launch timeline for the app and agreed that it should coincide with the **AGM** in **September**, with a soft launch before that.
* **Altaf** mentioned the importance of ensuring proper **governance** and **control** over the **chat function** in the app, to prevent misuse by users.

**Next Committee Meeting Date**

The committee agreed that the next meeting will be **face-to-face. Rajshri** will circulate a **Doodle poll** to finalize the date and time for the next meeting.