

# TACKLING DRUGS CHANGING LIVES

## Norfolk Needle Exchange and Supervised Consumption Combined Advisory Group

Held: 10.30 a.m., 28<sup>th</sup> July 2009  
Conference Room, Phoenix House, Norwich

### Minutes

Present:	Apologies:
Richard Price ( <i>Chair</i> ) (RP)	Tony Oram
Paul Brierley (PB)	Andrew Cleveland
Neil Howard (NH)	Dan Fisher
Tom Tomkinson (TT)	Georgina Bacon
Tony Dean (TD)	Anne-Louise Schofield
James Fullam (JF)	
Veronica Nelhams (mins) (VN)	

Item	Subject
1.	<b>Declaration of Interest:</b> None
2.	<b>Apologies for absence and introductions:</b> RP welcomed everyone to the meeting; received apologies were as shown above.
3.	<b>Acceptance of minutes from previous meetings of the Norfolk Needle Exchange and Supervised Consumption Combined Steering Group held on 28<sup>th</sup> April 2009 (including any confirmation of any part of the minutes exempt under the Fol Act).</b> The minutes were recorded as a true and accurate record of the meeting held on 28 <sup>th</sup> April 2009.
4.	<b>Matters Arising:</b> <b>Action c/f:</b> ALS to feedback to the group information on the pharmacist payment structure – carried forward to next meeting. TD told the group that following on from a meeting with ALS and others a three year agreement had been reached to ensure that pharmacy payments were up to National average by April 2011. He also advised that there was work to be done on the spec next

	<p>year and that there would be an annual review of the situation.</p> <p>TD advised that the increase for this year for all fees had been backdated to 1<sup>st</sup> April 2009.</p> <p>TD expressed his thanks to everyone concerned.</p> <p>This group agreed that they would look to Commissioners to monitor the situation from reports provided through ALS.</p> <p>NH expressed the thought that the Commissioners might like to consider setting up a local enhanced service and what the governance requirements would be.</p> <p>PB said that he was currently working on a framework.</p> <p>PB said that he would now be including details of the numbers of staff who undertook the informal Safer Injecting courses he ran in his 6 months and annual reviews.</p> <p>PB confirmed that he was gathering information for the secure disposal of injecting equipment and this was work in progress.</p> <p><b>Action c/f</b> : ALS to send out amended Terms of Reference to the group – VN to complete this action.</p> <p><b>Action c/f</b>: JF to ascertain if useful data relating to needs assessments and community engagement could be taken forward through a snapshot piece of research and be useful for the Partnership to take forward. Due to there having been only one R &amp; I Officer for some time JF had not had the capacity to look at this action as yet.</p> <p><b>Action c/f</b>: PB to pull together any examples of good practice guides that are currently available for staff health and safety training. PB said that there were a lot of good practice guides available and this was work he was currently progressing.</p> <p>After discussion about the Brief Interventions Training it was agreed to ask Mike Hutchinson to attend the next group meeting to discuss whether it would be beneficial for Pharmacists to attend this course. However, TD said that if this course was of value to Pharmacists it would need to be run in the evenings.</p> <p><b>Action</b>: ALS to add to agenda for next meeting.</p> <p style="padding-left: 40px;">VN to send round brief interventions flyer to the group.</p>
<p><b>5.</b></p>	<p><b>Financial Update &amp; Activity Data</b></p> <p>PB said that the activity data during the first quarter of this financial year had not changed significantly over the last four years. The only notable increase had been at Boots, London Road, Kings Lynn.</p> <p>TD said that to even out distribution in this area there was a Halls Pharmacist in South Lynn. PB confirmed that he had considered approaching them and the group agreed that PB approach Halls to see if they were interested in taking part in NEX.</p> <p>NH and PB said that they were surprised that there had not been a significant increase in demand as history had shown that during periods of recession/high unemployment demand had increased substantially.</p> <p>NH said that supervised consumption is the pressured budget and the Commissioners were being kept informed on a monthly basis.</p>
<p><b>6.</b></p>	<p><b>NEX &amp; Supervised Consumption Co-ordinators – Update</b></p> <p>PB produced draft Clinical Governance Annual Reports for both NEX and Supervised Consumption. These were to be distributed to the group for comment.</p> <p><b>Action</b>: PB to send electronic copies to VN for distribution to the group for comments.</p>
<p><b>7.</b></p>	<p><b>NEX and Young People – Update</b></p> <p>TD expressed concern that nothing had yet been sent out to pharmacists about the under</p>

	<p>18s guidance that had been received. The group agreed that a combined letter advising of this guidance and details of the new Matthew Project Under 18 service would be sent out as soon as service contact numbers were available.</p> <p><b>Action:</b> PB to prepare letter for pharmacists</p> <p><b>Action:</b> Katie Hammett and Graeme Stewart to be included in distribution of these minutes.</p> <p>PB said that to date it had not been thought necessary to purchase tin foil for smoking Heroin but he wondered whether a small supply should be purchased for the new yp service to see what the demand was. The group agreed that this could be the subject of local negotiations with The Matthew Project.</p> <p><b>Action:</b> PB to discuss with Graeme Stewart</p> <p>There was some concern expressed about the Safeguarding Agenda and whether this should be included in any Local Enhanced Service agreement and what training was required if any.</p> <p>TD said that child protection issues were included in annual contract reviews and that the safeguarding agenda would be discussed at the next Independent Contractors meeting.</p> <p>It was agreed that the Safeguarding Agenda would be a substantive agenda item for this group's next meeting.</p> <p><b>Action:</b> ALS to include Safeguarding on the agenda for group meeting on 27<sup>th</sup> October.</p>
<p><b>8.</b></p>	<p><b>Hep B Update</b></p> <p>PB said that he would be meeting with Sue Graham next week to discuss the contract for this year and he anticipated that there may be changes to the way charges are applied.</p>
<p><b>9.</b></p>	<p><b>Harm Reduction Strategy Actions</b></p> <ul style="list-style-type: none"> <li>➤ <b>Objective 3, Action 3.9; safer Injecting Courses for Staff</b></li> </ul> <p>PB advised that Simone Black of NORCAS already provides this training in Suffolk and it is more detailed than the informal training provided by him. It was agreed that PB discuss this training with Mike Hutchinson and how to take this forward.</p> <p>NH said that there was a small underspend from last year that could possibly be used for this training subject to the Commissioners agreement.</p> <p><b>Action:</b> PB to discuss Safer Injecting Courses with Mike Hutchinson and funding with ALS and SRW.</p> <ul style="list-style-type: none"> <li>➤ <b>Objectives 5, Action 5.2 Developing Strategy for secure disposal of injecting equipment</b></li> </ul> <p>The new Needles Disposal leaflets had been printed and would now go into all packs. PB would also distribute the leaflets to the providers for their pick &amp; mix packs.</p> <p>PB said that personal identifiable syringes were much more expensive than those already provided and that other ways could be put forward to highlight identification.</p>
<p><b>10.</b></p>	<p><b>Any Other Business</b></p> <p>TD said that the group had not discussed any contingency plan if there was a flu pandemic and many pharmacies had to close. He thought that it was too late for this bout of swine flu but maybe necessary if stronger strains of the virus were to come out in October/November time.</p> <p>PB said that it would probably affect supervised consumption more so than NEX .</p> <p>The group agreed that preliminary discussions should take place between PB and provider</p>

	pharmacies. <b>Action:</b> PB to discuss contingency plans in case of pandemic with provider pharmacists.
<b>11.</b>	<b>Date, time and venue of next meeting:</b> Tuesday ,27 <sup>th</sup> October 2009 – 10.30am <b>Phoenix House, Norwich</b>  To be Chaired by the Joint Commissioning Officer, Norfolk DAAT.

Copies of Minutes and papers can be obtained from:-

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