



## COMMITTEE MEETING MINUTES

Thursday 18th May 2017

12noon

Venue: Holiday Inn Express, Loake Close, Northampton, NN4 5EZ

### LPC MEMBERS PRESENT:

Sue Smith (SSm)  
Chirag Patel (CP)  
Daljit Poone (DP)  
Kishor Shah (KS)  
Raju Malde (RM)  
Anil Patel (AP)  
Garry Newman (GN)  
Veronica Horne (VH)  
Has Modi (HM)  
Mohammed Kolia (MK)

### OTHERS IN ATTENDANCE:

Carolynne Freeman - Vice Chair (CF)  
Anne Marie King - Chief Officer (AMK)  
Sue Snelling- Chair (SSn)

### APOLOGIES

Mike King  
Bharat Patel  
Rishi Hindocha (RH)  
Raja Srikakulapu (RS)

### OBSERVERS

Helen Billson (Morningside Pharmacies)  
Krishan Modi (Jardines)

### GUESTS (part of meeting)

Tanith Bell-Spurr (Tillots Pharmaceuticals)  
Alan Spicer and Keiran Leigh (NHSE)  
Sadia Khan (GPhC)  
Gillian Williams (CPPE)  
Becky White (Public Health, Milton Keynes)

The minutes from Thursday March 16th were confirmed as a true and accurate reflection of the meeting and signed by the Chair with one small change to financial section on page 3 where the word annual was added to running costs

Chair welcomed new member Mo Kolia (replacing Steve Alan) as the new AIMp representative.

#### PRESENTATION from Sadia Khan of GPhC

Update of revalidation process and request that we encourage pharmacists and technicians to respond to the consultation . **ACTION AMK TO ADD TO NEWSLETTER**

#### NHS ENGLAND UPDATE

Alan Spicer advised of the appointment of Kieran Leigh who will be leading for Northamptonshire (Kieran joined meeting later)  
Advised that discretionary payments will end .

Opening hours need to match the NHS England database- if any discrepancy the contractor will need to provide evidence of change authorisation. Alan will send AK the opening hours held by NHSE for circulation

Caroline Golding has been appointed as primary care contracts manager

#### PRESENTATION FROM BECKY WHITE MK STP

Becky White- updated on MK STP and how pharmacy will be engaged as prevention and patient experience are a major part of plan and invited the LPC to send representation to the STP work stream meeting which AK will attend with one other.

SSn advised that AK and SSn will be aiming to meet up with all 4 Northamptonshire Federations over next few weeks.

#### REPORTS

## Chief Officer report

(Attached)

Managed repeats

After a lengthy discussion it was decided that a separate meeting should be set up hopefully with patient representative support. **AK to organise**

AGM- agreed to make a CPD event with either COPD or Cardiology speakers.

Chairs and CO meeting 7<sup>th</sup> June - AK and HM to attend

Members training 14<sup>th</sup> June - MK and potentially RP to attend

LPC members to phone buddies to ensure HLP engagement

AK will build bridges with local health groups to raise profile of community pharmacy in HLP

PNA- MK have sent out questionnaire

## Sub-groups reports (services/contracts/finance/governance)

- Finance The Treasurer's report is attached
- Financial situation is good
- AK pension will be sorted by Finance before next meeting and report back to SSn
  
- Market Entry just report one Distance Selling application
  
- Governance to review letter to AMK, including pay review and pension arrangement (to be provided by Finance committee) in next few weeks.
- San review will be conducted by GN and CF. RS also to attend if date suitable tbc
  
- Enhanced Services contained in CO report. CF reported that HIV POCT in MK at £20 per test will start with one (Cox and Robinson) pharmacy trial

Any Other Business

AMK updated on upcoming activities

Gillian Williams emphasised that CPPE must attract more attendees or risk being lost.

Date of next meeting confirmed as 20<sup>th</sup> July 2017

Full day meeting to include strategy development session in morning and normal LPC business in afternoon. morning session to be steered by external person. AMK to source

Close of meeting

Sue Snelling (Chair)

signature



Date

20/7/17.

## CHIEF OFFICER REPORT

Judicial Review verdict announced this morning [npa.co.uk/judicialreview](http://npa.co.uk/judicialreview)

### **Managed Repeats in Northamptonshire**

Raja and Anne-Marie attended a meeting at Frances Crick House with Giles Owen and Arti Chauhan. Arti was employed as Medicines Optimisation Pharmacist in Summer 2016. Her role was to design and execute an audit of the current way in which repeats are ordered and report her findings to CCG.

This audit, which involved 3 medical practices (2 of which are joined together) and some 16,000 prescriptions has now been completed. In this audit prn's were not included. There was found to be 17% over ordering.

Nene CCG opted against the POD Coventry model largely because of the significant investment required for the start up of a call centre. However adopting this model, which produces better results than the Luton model, has not been ruled out for a later stage.

It is anticipated that in July, Nene CCG will implement the Luton model and so the vast majority of patients will be encouraged to self care and order their own repeats via the surgery. Those exempted would be patients who are less able to follow the new process. It is not yet decided who will identify this cohort and what the criteria for inclusion into this group would be.

It is envisaged that a cluster of willing GP practices will roll out initially and that patients will be surveyed to see how they are finding the new process.

Nene CCG are keen to work with the LPC such that we may all best represent patients and contractors.

Communicating the message to patients will start ahead of roll out and may involve pharmacists distributing advisory leaflets and I can explain why this is a good idea. Pharmacies being involved here will encourage the patients to be aware that they are still valued customers of a particular pharmacy and that you look forward to their continued patronage etc.

### **Quality Points**

As you know the point at which contractors had to meet the gateway criteria and also submit their decorations has now passed.

Early indications from NPA would indicate that "the vast majority" of pharmacies have made their declarations. I did a final chase particularly around NHS Choices in the week before the gateway criteria deadline. Having checked through all the profiles subsequently I could see that all but one or two had not heeded my

The main point that people will have been unable to claim at this stage is the 20 points for HLP but I have the intention to support this for November.

Two CPPE workshops (SCR and safeguarding) will offer further support and demonstrate the LPC's vigour in so doing. The SCR workshop designed to increase confidence in using SCR will be funded by LPC.

### **Sponsorship**

I have had 2 offers of sponsorship recently and am investigating the possibilities of using one of these to support our AGM in September. I would like to invite a speaker, perhaps a cardiologist to speak on NOAC's. I feel that this would help our pharmacies to further engage in MUR and NMS with confidence. Another possibility would be around COPD and engagement in respiratory MUR. I feel that people could perhaps benefit from a refresher in this area particularly because of the QP around inhalers. Are we 100% that overzealous pharmacists are not wrongly indicating steroid inhalers for COPD patients? Can we differentiate between the 2 conditions? I am currently advertising 2 GSK sponsored workshops both in different aspects of respiratory conditions.

I have mentioned COPD risk screening in pharmacies before and this is perhaps worth considering in the context of STP's.

### **Annual meeting of Chairs and Chief Officers**

June 7th The LPC Chairs and Chief Officers meeting is a national event in central London. It is a closed meeting and the press will not be present. The agenda will include a PSNC briefing and update for LPCs on current issues and NHS policy.

Other PSNC events we may wish to consider representation at:

#### **LPC Conference 2017 - 1st November 2017 - Manchester**

The annual meeting of LPC representatives is an event when all LPCs meet to discuss current issues affecting their contractors, make representations to PSNC on their behalf and input into the PSNC planning process.

#### **LPC Chairs and Chief Officers Meeting - 31st October 2017 - Manchester**

The purpose of this meeting is for PSNC CEO Sue Sharpe and the policy team to give confidential updates on current issues.

**LPC Members Day 14th June 2017** PSNC is running its popular LPC Members Days again in 2017. LPC members days provide a solid foundation for new LPC members and officers as well as more experienced LPC members and Chief Officers needing an update and refresh.

#### **Media Skills training - 29th June 2017**

We are repeating our media training which will be led by two experienced media

## How to be an effective Coach and Mentor - [30th June \(Wakefield\)](#) and [4th July \(London\)](#)

Many LPCs tell us that one of the most effective ways to support contractors is face to face. Coaching and mentoring skills can form a key part of your toolkit for helping them cope with the increasing pressures and constant change.

## Healthy Living Pharmacy...update

### PNA

In MK the Survey Monkey questionnaire needs to be completed by Friday 19th but responses were slow. at the beginning of the week I chased for the 3rd time after only 11 surveys had been completed. I contacted the area managers also.

In Northants I supplied Peter Barker with a TOR for a steering group, a sample questionnaire and a timescale. However nothing has been forthcoming.

On Monday 15th May after asking again in the week before if there was any progress and receiving a reply stating that staffing levels were very low, I contacted PHAST and spoke with their MD. She has had contact with Peter Barker but no instruction to act as consultants on the PNA. She is speaking to him on another matter this week and will bring the PNA up again and say that we have spoken.

I have also spoken to Jane Bray about this.

Thinking ahead to the next PNA in 2021, would it be an idea to join forces with e.g. Leicestershire? I'm not sure MK would work because they go with their STP footprint of MK,B,L.

## Treasurer's Report

### Projections for the end of the year

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Total in the Account	£97505.94	£97505.94
Jan Feb March levies	£12000	

<b>Total A</b>	<b>£109505.94</b>
Expenditure for next two months	

Expected total expenses up until March	£15000
Including wages and meeting cost	
PSNC special levy	£19382

<b>Total B</b>	<b>£34382</b>
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Totals in the account at the end of March	Total A- Total B	£75123.94
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Total to keep in the account is 50% of running cost (which is £121910)	£60955	
<b>Excess in the account</b>		<b>£14168.94</b>

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What levies to be collected from April



## INCOME

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£24950	Northants CC
£6492	Health Education England
£68.34	INTEREST
£15999.95	Levys
<b>£47510.29</b>	<b>TOTAL</b>

## EXPENDITURE

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TOTAL	Pounds
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TOTAL IN THE ACCOUNT AS OF	3/12/17	<b>£69933.51</b>
TOTAL INS		£47510.29
TOTAL		<b>£117443.8</b>
TOTAL OUTS		£13708.46
TOTAL		<b>£103735.34</b>

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Balance on 14/05/17 in the account

**£103735.34**

## EXPENDITURE

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£35	ICO INFORMATION DATA PROTECTION
£0	PSNC
£15	Currys computer tech protection
£1003.03	Business credit card
£2788.87	HMRC
£5559.01	Anne-Marie wages for March and April
£270.70	Raju
£393	PCT Health Care
£108	Anne-Marie expenses
£1785	NPA
£250	Carolynne writing up minutes
£250	Raja Honorariah March & April
£178.4	Raja Lpc meeting
£143	Has
£261.25	Andrew Kerr
£0	Chirag
£0	Dal Poone
£145.7	Anil
£0	Kishore
£147.5	Rishi
£0	Service charge
£125	Veronica
£250	Garry

**£13708.46**