

COMMITTEE MEETING MINUTES

Tuesday 17th September 2019

2.00pm - 5.00pm

Venue: Holiday Inn, Grange Park, Northampton. NN4 5EZ

LPC MEMBERS PRESENT:

Raju Malde (RM)
Carolynne Freeman - Vice Chair (CF)
Veronica Horne (VH)
Rishi Hindocha (RH)
Has Modi (HM)
Matthew Armstrong (MA)
Anil Patel (AP)
Kishor Shah (KS)
Amrit Minhas (AM)
Lakminder Flora (LF)
Hansa Bi (HB)
Amir Ismail (AI)

OTHERS IN ATTENDANCE:

Sue Snelling - Chair (SSn)
Anne Marie King - Chief Officer (AMK)
Sue Smith CPPE - Regional tutor

APOLOGIES

Daljit Poone (DP)
Aimee Mulhern (AMu)

Amir Ismail (CCA Lloyds) has been appointed to the committee. He was unable to attend today but will be able to attend the next meeting in November.

Outstanding declarations of interest were completed (CF). There were no declarations of interest reported with the agenda.

Minutes of previous meeting

Minutes of the previous meeting (Thursday 18th July 2019) were reviewed and approved as an accurate reflection of the meeting and action points. SSn signed the minutes as Chair.

Reports

Chief officer report

AMK presented her report to the committee for discussion (See attached notes)

AMK Explained that much of her time at the moment has been spent making contact with stakeholders connected with the new pharmacy contract.

The committee discussed the disappointing interest in the workshop being organised for the AGM. We had agreed to cancel this and look to re-organise the event in October. We discussed whether moving the date would increase interest or whether the event should be cancelled. AMK informed the committee that Tillotts may not be able to sponsor our meetings in the future and asked committee members if they have any links to companies who may be able to provide sponsorship for committee meetings going forward.

AMK has also asked the committee to forward details of products which have become unavailable. The intention will be to inform contractors via the website.

Finance Report

AM gave his report to the committee. He also had prepared a report for the AGM (Both reports attached.)

AM explained that he now has full access to the LPC bank account and is able to fully conduct his role as treasurer. SSn will now register to have online access to the account to create contingency should AM resign from the committee or needs help for a period of time. The committee agreed that we should have robust business continuity arrangements to prevent problems in the future.

AM discussed his report and views regarding levies going forward. At year end it is predicted that we will have £103,000 in the account, £26,000 being held on behalf of MK and Northants Public Health teams for HLP. It was agreed that a surplus of approx. £73,000 is appropriate to keep in the account. Any extra above the appropriate buffer may be needed in the next few months to support contractors with the new Pharmacy Contract and initial set up with the PCNs.

Contracts committee

HM gave his report to the committee (attached).

Governance committee

The governance committee will conduct annual appraisals of the Chair (SSn) and Vice Chair (CF) after the meeting today.

Services (Strategy) committee (to include PCNs)

- PCN engagement is encouraged via the PQS eg audits which also fit with the GPs QOF points.
- It was discussed whether the community pharmacy (CP) PCN lead could be the lead of more than one PCN, especially where pharmacies cross boundaries. This is unclear at this present time.
- The committee discussed how the LPC should support each PCN and what would be expected from each PCN lead.
- AMK has grouped LPC pharmacies into PCN areas, in order that they can look at ways of working together and adopting a lead. AMK will inform the pharmacies in each group and provide contact details in order that they can engage with each other. It was agreed that we should set deadlines for each group of pharmacies to make contact with each other and agree a lead. It was agreed that the duties of the PCN lead would not need to be onerous for this set of PQS payments. It was suggested that we could run a workshop for the CP PCN leads. SSm explained that CPPE would be producing some material in due course.
- Contractors will need support with TCAM, NMS, Urgent care (CPCS), HLP

Emma Fielding - Senior Clinical Pharmacist General Practice Alliance

Emma explained her role within the PCN, overseeing PCN pharmacists in her area. It is anticipated that the pharmacist linked to each PCN will become embedded into the organisation going forward and the role will evolve over time.

EF thinks that there will be opportunities for community pharmacists (CP) to work with the PCNs and this should be encouraged. At present GPs are generally unaware that pharmacists have a new contract and this would be a good start to conversations.

The Committee discussed how pharmacists should engage with their PCN and it was suggested that they form links with the PCN employed pharmacist initially, giving better opportunities to engage further as opportunities come up.

AMK suggested that we should form links with the PCN in a basic way initially eg communication regarding out of stock medication. EF agreed that this would be a good way to form good links.

It was pointed out that GPs will look at safety of Lithium prescribing, NSAIDs and Valproate (QOF) which matches audits set for community pharmacists as part of their PQS payments. This will be an ideal way to form links with local GPs in the near future. It was agreed that the CP PCN lead should liaise with the PCN pharmacist regarding how the findings should be communicated to each GP surgery.

Discussion - Update of the LPC Strategy Document

MA led on this discussion to update the Strategy Document in light of the new contract. MA will send the updated document to AMK in order that it can be uploaded on to the website.

PQS - It was agreed that we would wait for further direction from the PSNC before a decision is made regarding how we support contractors. The committee discussed if there was a need for the LPC to run training sessions however it was agreed that there is lots of good information being published and AMK will direct contractors to this.

Stakeholder relationship - It was agreed that PCNs will become new stakeholders and will update the document accordingly.

Delivery of core services :

MURs - this will be updated in line with new targets and figures.

CPCS - it was agreed that contractors will need support with this. It is likely that contractors will be directed to information published via the PSNC. SSM explained that CPPE will be running 2 training sessions in the East Midlands area. AMK will find out if NHS 111 staff will be trained to refer patients into the service which is vital if it is to work.

Operational & systems training - Current structure is not working, seen by lack of interest to the AGM workshop. This will be changed to running 'ad hoc' training sessions depending on need.

Governance - No change

PCNs - MA will update this section based on today's discussions.

Any Other Business

CF - Explained that she had been made redundant from PCT Healthcare and had taken up a position with Jardines. Neil Slater (AIMp) had been informed and had agreed that CF is able to stay on the committee and will change the details of employment.

SSn - Asked the committee to discuss the timing of future AGM meetings. It was suggested that the next AGM (2020) will be held at lunchtime prior to the main September committee meeting. Contractors will be invited to attend the AGM via the usual methods.

Date of next meeting is confirmed as Thursday 21st November 2019

The meeting was closed at 5.00pm

X

Sue Snelling



Chief Officer Report (Notes)

Anne-Marie described her achievements since the forum as:

- Participated in Corby CCG PLT workshop
- Introductions with dentists and optometrists
- Mapped Nene PCNs with pharmacies
- Questionnaire for GPs looking into feasibility and acceptability of providing oral contraception through pharmacies in Northants
- Communicated key changes to external stakeholders
- Collaborated with LDC to distribute appropriate materials highlighting oral health and bisphosphonates (medication-related osteonecrosis of the jaw (MRONJ))

Work in Progress:

- PCN support
- Developing a joint e-learning opportunity with LDC
- Supporting new elements in CPCF and untangling.
- Potential for replicating the Corby CCG PLT in other areas perhaps
- Introductions with PCN Clinical Directors
- TCAM

Help would be welcomed from LPC committee with sourcing sponsorship for 2020 meetings and also with demonstrating good relations with surgeries as we move forward with the PCN work stream.

Myth busting would also be helpful given the opportunity e.g. around the new CPCF and what pharmacists can do.

Anne Marie would like to thank the forum for their support

July 24th:

• Application for inclusion in the pharmaceutical list - change of ownership application - R V Pharma Ltd, Cohens Chemist, 4 Herriotts Lane, Wellingborough, NN8 4PT. The applicant is undertaking to provide the same pharmaceutical services as the current owner at the current location. There will be no interruption in service provision.

In addition, NHS England and NHS Improvement - Midlands considers no impact on those with protected characteristics under the Equalities Act 2010 as the same services will be provided from the same location with no interruption to the services to be provided.

Taking the above matters into account, NHS England and NHS Improvement - Midlands approved this application.

Notification of address of premises - application relating to within 200m of the proposed Local Centre, Barossa Way, near Whitehouse Primary School, Whitehouse, Milton Keynes, MK18 1AG by Jardines (UK) Ltd. I am writing to confirm that we have received notification of the premises from which Jardines (UK) Ltd intends to provide pharmaceutical services. The address that has been notified to us is:

Pharmacy Unit Barrosa Way Whitehouse Milton Keynes MK8 1BP

NHS England is satisfied that this is a valid notification and Jardines (UK) Ltd has six months within which to commence service provision

• July 5th

Change of Ownership pharmacy application below has commenced as of 5th July 2019. Details are as follows:

Existing owner: F W Pickford (Kettering) Ltd, T/A Mr Pickford's Pharmacy

New Owner: The Pillbox & Case Co Ltd, T/A Mr Pickford's Pharmacy, 75 St John's Road, Kettering, NN15 5AZ

RE: SHA/22173 - NORTHAMPTON MEDICAL SERVICES - APPLICATION OFFERING UNFORESEEN BENEFITS AT 1 WESTERN DRIVE, HANSLOPE, MILTON KEYNES, MK19 7LA

Notification on 27/8 that the committee are considering the appeal following receipt of observations

Admission to the pharmaceutical list (change of ownership) - Milton Keynes Jardines (UK) Ltd. t/a Willen Pharmacy has acquired L Rowland & Co (Retail) Ltd. t/a Rowlands Pharmacy at Unit 1, Willen Healthcare Plus, Beaufort Drive, Willen, Milton Keynes, MK15 9ET with effect from 2nd September 2019

Finance Report July / August 2019

INCOMINGS

12.65	AMK
28000.04	Levys
28012.69	TOTAL
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TOTAL IN THE ACCOUNT AS OF	7/1/2019	£
		130,454.14
TOTAL INS		£ 28,012.69
TOTAL		£
		158,466.83

17/09/20	£	
19	121,929.92	
	£ 6,000.00	MK council
	£ 20,000.00	Northamptonshire council
TOTAL	£ 95,929.92	

AGM Treasurer's Report 2018-2019

Northamptonshire & Milton Keynes LPC worked hard throughout 2018/19 to keep the levy as low as possible, whilst ensuring that standards were kept high. This was achieved through the budget, which was set out at the beginning of the year. We based this on the incomings and outgoings of the previous year, and this, alongside monthly cashflow, was discussed regularly at meetings.

The accounts (attached) were independently examined and drawn up by ES IT & Accounts Services LTD. We are grateful for their support.

We are also grateful for the support of Tanith Bell, Market Access and Commercial Manager, Tillotts Pharma UK Ltd, who sponsored several meetings this year.

The current assets for Northamptonshire & Milton Keynes LPC as of 1st April 2018 were £86,467 and closing March 31st 2019 were £98,483.

We received £144,000 from our contractors. This was achieved through a statutory levy, which was a fixed income of £12,000 pcm across the 177 contractors within the Northamptonshire & MK area. In the financial year of 2019/20, we have had to increase the levy to £14,000 pcm. This is to ensure that the LPC can continue to run with the necessary reserve. At this point it is important to highlight that we are currently holding £6000 of HLP funds from Milton Keynes council and £20,000 from Northamptonshire council. For that reason, it is likely that the levy will remain the same in order to preserve this buffer.

This year the Northamptonshire and Milton Keynes LPC witnessed a handover in treasurer, with Raja Srikakolapu leaving us after several years of service. The process of handing over was particularly arduous, but after several months of going back and forth with the bank, it brings me great joy to say that we are now very much business as usual. With the new Pharmacy Contract upon us, CPCS, and PCN engagement, we realise that the need for support is greater than ever. We as an LPC will continue to look for ways to provide this support in any way we can.

Amrit Minhas
Treasurer