



Minutes of a meeting of the BLMK and Northants LPC
Wednesday 17th July 2024

Attendees:

Nishil Shah - Chair and Independent LPC Member (Retrolink Ltd) **NS**
Anne-Marie King - Chief Officer **AMK**
Paul Fearon - Treasurer **PF**

Bobby Arora - LPC Member, AIMp representative (Peak Pharmacy Ltd) **BA**
Rishi Hindocha - Independent LPC Member (Pharmacy Cherry) **RH**
Gordon Ross - LPC Member, CCA representative (Boots) **GR**
Has Modi - LPC Member, AIMp representative (Jardines - UK Ltd) **HM**
Mahesh Shah – LPC member, Independent LPC Member (Sampson AP Ltd) **MS**

In attendance:

Rita Patel – Pharmacy Support Team

Number	Agenda Item	Actions
1	Welcome and Introductions (NS) NS confirmed that the meeting was quorate and made it known that the meeting would be recorded for administrative purposes only.	
2	Apologies for absence (AMK) Lakhminder Flora - LPC Member, CCA representative (Boots) LF Ronak Maroo - LPC Member, AIMp representative (Westbourne Pharmacy Ltd) RM Ingrid Cruickshank – Pharmacy Support Team IC Natalie – Pharmacy Support Team Margie O'Connell – Pharmacy Support Team MO'C Ann-Marie Carrey – Project Support, LPC AMC Viren Bhatia - Vice Chair, Independent LPC Member (Kalki Health Ltd) VB	

3	<p>Declaration of Interests and Governance (all) MS - Member of BLMK ICB</p> <p>Minutes of Committee Meeting 22nd May 2024 Minutes of the previous meeting are embedded here:</p> <div data-bbox="379 300 440 367" data-label="Image"> </div> <p>Meeting minutes 22nd May 2024 LPC n</p> <p>Further discussion was had around the definition of a multiple.</p> <p>It was reiterated that CPE have said the following: We will consider the change in AIMp name, constitution, and membership to understand how it impacts on our and the LPC constitution. Expect guidance to follow."</p> <p>It was confirmed that no further guidance has yet been received. Email to be sent to James Wood at CPE. Any new information will be sent out to the Committee.</p> <p>The consensus of the committee was to adopt the national approach. This has already been covered in previous meeting.</p> <p>The minutes of 22nd May were approved.</p>
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5.	<p>Treasurer's update – (PF)</p> <p>Information from Finance Sub Committee meeting was circulated on Friday 12th July.</p> <p>1. Accounts for 9 months to 31st March 2024</p> <p>PF has received a note from the auditor to the effect that producing these accounts was difficult due to various issues with the Northants-MK books. No matters arising and it was noted that the auditor Mr Shah had no concerns.</p> <p>The Finance Sub-Committee agreed that the accounts should be signed off by NS and PF.</p> <p>Operating loss of £ 11,998</p> <p>Net assets (excluding external funds) £ 155, 805</p> <p>No questions from the Committee. No objections.</p> <p>The accounts were approved: nominated MS seconded RH.</p> <p>2. Financial Report for inclusion in the LPC's Annual Report</p> <p>This covered the period of 9 months to 31st March 2024.</p> <p>Receipts: £ 241, 062 Expenditure: £ 252, 290 Deficit: £ 11, 998 Bank Balances: Current account: £17, 000 Deposit Account: £138, 000 Instant access (external funds): £ 201 253</p> <p>PF advised that the LPC no longer pays any bank charges – previously Northants-MK had paid approximately £3k per year.</p> <p>Receipts: to note:</p> <ul style="list-style-type: none"> • Statutory received: £ 220, 000 • Other income, including from BLMKICB to support development of pharmacy contractors' services: £ 17, 085 • Interest from Deposit and Instance Access a/c: £3, 977 <p>Expenditure: to note:</p> <ul style="list-style-type: none"> • £ 39, 614 redundancy and termination payments and £40, 214 in non-recurring payroll costs prior to the redundancies. • £ 7, 000 ongoing merger costs. • The new BLMK-Northants LPC received: • £ 66,567 from Luton and Bedfordshire and • £ 101,236 from Northants-MK, totaling £167, 803. <p>Taking in to account the deficit of £11, 998, the new LPC started with funds of £ 155, 000.</p> <p>This will appear in the Annual Report.</p> <p>MANAGEMENT ACCOUNTS 24/25:</p>
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<p>6.</p>	<p>Contractor Support – PF and MS</p> <p>PF explained that £ 4, 000-£4,500 per month is curenlty being spent on contractor support roles 0 Natalie's role is not included as this is being drawn down from external funds.</p> <p>In addition, AMC expected to move from 2 to 4 days a week.</p> <p>Assuming this happens, there is an expected underspend of the Contractor Support budget by £20,000, and a risk that this will be discontinued or clawed back if not used.</p> <p>AMK advised that a large portion of the budget was allocated by Northamptonshire for the benefit of Northampton contractors. No money was received for 2023/24, however, there will be an MOU for approximately £ 50, 000 expected from the same source. No MOU has been seen yet, but as this comes from East Midlands, the money will need to be allocated to Northamptonshire. Northants ICB funds are ringfenced and will not be clawed back.</p> <p>Discussion was had around the governance of funds that were allocated to Northants but not spent. It was agreed that the Committee needed to have clear agreement over disbursement and creative solutions would assist with this.</p> <p>Funding for referral tools for Pharmacy First was discussed, however there is a lot of progress needed, with minimal useful data available so far.</p> <p>MS suggested that the LPC could support Red Flag training for contractors which would provide greater confidence for GPs to refer using PharmacyFirst, especially in winter. Discussion was had around engagement. NS and AMK remarked that this training had been offered several years ago and was well received.</p> <p>In addition, AMK suggested that further support could be given to upskill contractors about the Contraception service.</p> <p>It was agreed that the next step forward should be to concentrate on the Northants funds.</p> <p>PF agreed to work on something to put to the Committee.</p> <p>MS to approach clinicians to negotiate training. It was suggested that the fund also provide back fill for pharmacists to attend. Once costs were established, expansion across the entire BLMK & Northants footprint. Further discussion suggested this could be something the ICB should be funding.</p>	<p>PF MS</p>
<p>7.</p>	<p>Active Engagement update (AMK)</p> <p>AMK advised that following the General Election, comms will be sent out to contractors to encourage them to contact their new MPs in due course. She is awaiting further direction from CPE which will help to inform what information and templates will be sent out.</p> <p>The Pharmacy support team will be supporting with this as necessary.</p>	

8.

Pharmacy First (AMK)

Community Pharmacy PCN Engagement Role

AMK reported that East of England area had a PCN link funding pilot, which is now being expanded nationally. All ICBs are now in receipt of approximately £ 1,000 per PCN. The money has landed with the ICBs last week, as a one off. Once the funding has been secured for Community Pharmacy Integration, the recruitment process will begin, and Expressions of Interest welcomed. The funding is for 8 hours per quarter (although BLMK have plans to double this.)

The money could go some way to helping embedding Pharmacy First as business as usual.

This person would be a link between contractors and GPs. There will be no specific KPIs attached to the role – what is expected is “improved integration”.

It was appreciated that this is a small amount of money, but it is hoped that change will be made.

AMK advised that there will be a requirement for the successful candidates to work closely with the PCN Manager and PCN Clinical Directors.

East Northants PCN project

AMK then welcomed Rita who presented her recent project on supporting a PCN which was struggling in Northamptonshire.

Slides are embedded below.

Rita described how she worked with the PCN manager to identify a practice that was not engaging with Pharmacy First, and then put together a robust process for referring their patients. This included pathways, flowcharts, communication plans and training of reception teams.



Pharmacy First - East
Northants PCN Power

Points discussed:

- The number of GP referrals should not be lower than the number of self-referrals.
- If a patient is referred by GP but does not fit the 7 pathways, they can be seen under the Minor Ailments scheme.
- The flowchart and wheel were well received and are to be cascaded through Northamptonshire.
- It was suggested that a separate slide be included with exclusions.
- There will also be a process document for Pharmacies. The onus is on the patient to contact the pharmacy. Discussion was had

9.	<p>Any Other Business</p> <p>AGM in September</p> <ul style="list-style-type: none"> • It was suggested that the CPE should be invited. AMK advised that they had been but were unable to attend. • Further discussion around how to get the CPE to attend a meeting was had – NS suggested that they be asked when they are free to attend. AMK to email to ask this. All contractors would be encouraged to come to ask questions. • Timings for the next meeting were discussed. <p>Governance</p> <ul style="list-style-type: none"> • Nothing to report. • To become a standing agenda item. <p>Future meetings</p> <ul style="list-style-type: none"> • It was suggested that reports be made available a week before the meeting so the meeting could discuss them rather than reiterate them. 	AMK
11.	<p>Next meeting Wednesday 11th September 9:30am online – this will include the AGM at lunch time.</p> <p><i>Please submit Agenda items to AMK in a timely fashion.</i></p>	

Approved
Chair:
Date:



September 11th
2024