

# Bolton LPC Meeting

## Minutes

**Date:** Monday 15th September 2014

**Time:** 9.30 – 17.00

**Venue:** Merehall Training

**Members Present:**

Karen Rice	Louise Gatley
Joanne Myatt	Chiman Patel
Utam Patel	Mohammed Patel
Graeme Kilcross	Asif Adam
Gulam Ariswala	Robert Heaton
Keith Williams	

**Apologies:** David Lees

Item	Subject	Notes
1	<p><b>Introduction and Apologies</b></p> <p>The Chair thanked the committee for support since the last meeting.</p> <p>Apologies from David Lees were noted.</p>	
2	<p><b>Lesley Hardman (Bolton CCG) and David Kinsley (Bolton Council)</b></p> <p>The Chair congratulated Lesley on her new role at the CCG as the Programme Manager for all health improvement projects.</p> <p>We need to start discussions around pharmacy and build on the good relationship developed in the past.</p> <p>The CCG are starting to develop the new Bolton Contract for GPs, which could include pharmacy. Lesley outlined what this will involve and how they plan to engage with GPs. They are basing the plan on work previously carried out in Liverpool, which has saved £9m. 19 standards have been drafted within the contract.</p> <p>Current pharmacy services will remain under the Medicines Management Team.</p> <p>Lesley introduced David Kinsley (Health Improvement Officer for Work Places) to the committee. He will be taking over the role of HLP lead. It was agreed that David would join the Chief Officer and Treasurer when they can carry out the next round of HLP support visits.</p> <p>Lesley thanked the committee for the support over the years.</p> <p>The Chair offered an open invite to day meetings.</p>	<p>Send HLP visit dates to David Kinsley.</p>
3	<p><b>Pharmaceutical Needs Assessment</b></p> <p>The committee considered the draft PNA and prepared comments to be fed back to the Mark Cook at Bolton Council.</p>	<p>LG to feedback comments to Mark Cook.</p> <p>LG to ask AT for clarification regarding off-site MURs and</p>

		Language line
4	<p><b>LPC Self-Evaluation</b> The committee updated the document</p>	
5	<p><b>EPS Update</b> (Janice Gilbert, GMCSU, EPS Lead Bolton)</p> <p>Currently there are 15 sites out of 50 that are live with EPS in Bolton.</p> <p>Stablefold Surgery and Swan Lane Medical Centre are due to go live. They are both TPP practices that will need to map their drug dictionary manually.</p> <p>Six further sites are due to go live before Christmas: Dalefield Surgery Dr Dakshina – Murti Stonehill Medical Centre Cornerstone Surgery Heaton Medical Centre Dr Caswell (Bee Hive Surgery)</p> <p>The remit for the CSU from Bolton CCG is to keep on rolling.</p> <p>Janice reported that all pharmacies surrounding a GP practice are invited to a Business Process Meeting by e-mail and in person; currently turn out from pharmacies is poor.</p> <p>The committee discussed issues regarding EPS and suggested that the Lessons Learned meetings that were very successful with the early adopter sites were recommenced as these were thought to be very useful.</p>	<p>Send AT contact details to Janice.</p> <p>Send EPS Tracker Details to Contractors.</p>
6	<p><b>Stop Smoking Service Specification</b> The LPC considered the draft document; feedback will be sent to Bolton Council for consideration.</p>	For review and comment
8	<p><b>Bolton LPC Business plan and strategy</b> The committee reviewed the draft business plan.</p>	Group Work
9	<p><b>Minutes of the meeting on 19.5.14</b> Approved MP GK</p>	
10	<p><b>Matters Arising</b> These were covered in earlier agenda items.</p>	
11	<p><b>Meetings Attended</b></p> <p>a. GP Education Event (28.5.14) The Chair gave a brief report on this meeting.</p> <p>b. Meeting with Dr Ghaie (10.6.14) The Chair and Chief Officer met with Dr Ghaie to discuss issues her practice were having with pharmacy over ordering of prescriptions. The surgery has now stopped all pharmacies from ordering on behalf of patients. The Vice-Chair and Chiman Patel both reported that since the meeting there had been some local resolution.</p>	

	<p>c. Meeting with Ben Woodhouse &amp; Lynda Helsby (5.6.14 &amp; 4.9.14) The Chief Officer reported on this meeting to discuss the results of the Minor Ailments Service Audit that she attended with the Treasurer and Chimam Patel.</p> <p>Several areas of concern were reported which were addressed with each pharmacy. Some concerns around pharmacy hopping are difficult to resolve with the current service specification and for this reason the CCG are looking at different ways to manage the service.</p> <p>The committee asked that feedback is given to each contractor. The Chief Officer will contact Ben Woodhouse to ensure that this is done.</p> <p>d. Meeting with Jo Higham (5.6.14, 1.8.14, 8.8.14) The Chief Officer gave a brief update on the handover meetings with Joanne Higham before she left the Council.</p> <p>e. Chairs and Secretaries Conference (11.6.14) A meeting report was distributed prior to this meeting.</p> <p>f. EPS Project Board (12.6.14) Covered in earlier agenda items.</p> <p>g. LPC Support Seminar – Building business cases (18.6.14) The Chief Officer gave a brief report on this meeting that she attended.</p> <p>h. HLP Meeting (23.6.14, 13.8.14, 10.8.14) Covered earlier with David Kinsley and Lesley Hardman.</p> <p>i. Drug Service Tender – Bidder Briefing (1.7.14) The Chief Officer reported on this meeting, which launched the Drug Service Tender. LPC members acknowledged that the evening was informative but did not fully prepare contractors for the process.</p> <p>j. NWRLPC (18.7.14) A Meeting report was circulated prior to this meeting.</p> <p>k. HLP Innovators Group (30.7.14) The Chief Officer attended this meeting and gave a brief report.</p> <p>l. EPS / Constitution Consultations (18.8.14) The Chief Office reported that these had been sent following approval from the committee.</p> <p>m. Darren Talbot – Pfizer (21.8.14) The Chief Officer reported that she had met with Pfizer to discuss how they can support contractors to deliver the Champix PGD. The LPC supported this in principle, however they would like to know exactly what Pfizer would be doing when they visit pharmacies.</p> <p>n. PNA (1.9.14) Covered in earlier agenda items.</p> <p>o. Accountable Officer Meeting The LPC noted the report provided by the Chair.</p>	<p>CO to feed back to the DASCT</p>
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	<p>p. CPGM Board Meeting The Vice-Chair attended this meeting and gave a brief report. Key issues included:</p> <ul style="list-style-type: none"> <li>- Discussions around job specifications.</li> <li>- Attendance at meetings</li> <li>- Premises for CPGM</li> <li>- Structure and LPC mergers</li> <li>- Finance</li> <li>- Sub-groups and work streams</li> <li>- Flu</li> </ul>	
12	<p><b>Items for consideration</b></p> <p>a. CCG Board Papers The Chief Officer highlighted the CCG Strategic Plan, which has now been launched.</p> <p>b. CPGM Work Streams The Chief Officer gave an update on the current CPGM Work Streams which include:</p> <ul style="list-style-type: none"> <li>- The Inhaler Project</li> <li>- Flu</li> <li>- Minor Ailments Scheme</li> <li>- HLP</li> <li>- LPN</li> </ul> <p>c. CCG Contracts The Chief Officer reported that the CCG were still had many outstanding contracts. Buddies are to follow up.</p> <p>d. Sexual Health Contracts Bolton LA has asked for support from the LPC to ensure that all contracts are returned promptly.</p> <p>e. LPC Conference It was agreed that the Chair and Gulam Ariswala would attend.</p>	
13	<p><b>Any other business</b></p> <p>Dates for future meetings set as:</p> <p>November 10<sup>th</sup> 2015 January 10<sup>th</sup> 2015 March 2<sup>nd</sup> 2015 May 6<sup>th</sup> 2015 July 6<sup>th</sup> 2015 September 14<sup>th</sup> 2015 November 2<sup>nd</sup> 2015</p>	
14	<p><b>Private Matters</b></p> <p>a. Honoraria The honoraria for the Chair and Treasurer for 2013-14 were approved.</p> <p>b. Finance Report The Treasurer gave an update of the current financial situation.</p>	

