

Surrey Local Pharmaceutical Committee

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Minutes of the meeting of Surrey LPC held on Wednesday 5th July 2017 at 10.00 am at the Tyrrells Wood Golf Club, Leatherhead.

Officers at the Meeting

p	John Pontefract	Chairman (CCA Member)
p	Tim Rendell	Vice-Chair (AIMp member)
p	Martin Mandelbaum	Chief Executive
p	Anish Prasad	Treasurer (Co-Opted member)

Members at the Meeting

p	Smita Patel	Independent Contractor
aps	Andrew Jackson	Independent Contractor
p	Penny Laws	CCA Member
p	Hinal Patel	CCA Member
p	Abdool Kureeman	Independent Contractor
p	Rupi Bhasin	CCA Member
p	Jay Katira	CCA Member
p	Nilesh Nathwani	Independent Contractor
p	Sejal Patel	Independent Contractor
aps	Hemal Chudasama	CCA Member

Guests at the Meeting

p	Gillian Mandelbaum	Minute Secretary
pm	Clare Sieber	Surrey & Sussex LMC Medical Director
pm	Karthiga Gengatharan	Surrey & Sussex LMC Medical Director
p	Dean Nagle	Day Lewis Observer
p	Penny Woodgate	Communication Senior Officer CPSS
p	Michaela Cassar	Business Administrator CPSS

p	Present	pm	Part of the meeting only
aps	Sent apologies	apns	Did not attend or send apologies

1. OPENING REMARKS & APOLOGIES FOR ABSENCE

The Chair welcomed all the members and guests to the meeting. He welcomed Rupi Bhasin from Boots who has joined the committee as a CCA representative to replace Jas Panesar. He also welcomed Dean Nagle from Day Lewis attending as an Observer.

There were Apologies for absence from Andrew Jackson and Hemal Chudasama.

2. LPC GOVERNANCE

A Declaration of Members Interest register had been previously circulated to the members as a reference point. Rupi Bhasim made his entry for the register.

All members were asked if there were any changes to their DoI. There were no changes to the published details.

3. MINUTES OF PREVIOUS MEETINGS

The Minutes of the LPC Meeting, held on 17th May 2017, previously circulated for comments, were discussed, agreed and signed by the Chair as being an accurate record.

4. MATTERS ARISING & ACTION PLAN

The Chair reviewed the agreed actions from the last meeting

2	1	CEO	Take idea of CP doing Sessional work in local GP surgeries for discussion at Chair/CEO Conference	Y
4	2	CEO	Invite Pharmacy contractors to the AGM on 5 th July 2017.	Y
5	3	CEO	Advertise the SDSO post locally to contractors and the CCGs	Y
6	4	CEO/Trea	Look into online banking facility	Y

Report: 1

This topic was discussed at the Conference and seemed to get widespread support from the audience. PSNC will look at how best to take this forward.

The members agreed to discuss this topic later today when our LMC guests are present.

Report: 3

There were eventually a number of applications received and these were looked at and a short list of three candidates produced with their interviews taking place on 10th July 2017. It is now likely to be a 1st November 2017 start date for this position.

Report: 4

It was agreed to delay a decision on this until the new officers for the new LPC are in place early in 2018.

5. NHS ENGLAND SOUTH (South East)

The LPC Chair and CEO will be representing the LPC at the next LPC/NESSE meeting to be held on 21st July 2017 in Horley.

The following issues will be discussed with the NESSE team:-

- NHS Flu vaccination service
- CPSS – communication plan and personnel
- Quality Payments update – data and progress
- NHS Mail accounts
- NUMSAS
- Contract Monitoring – this years' results
- Poorly performing contractors update
- PNAs
- Rota changes
- Post code sweep for Dispensing GP patients
- Capita services

The members discussed the Flu service, covering Care Home vaccination procedures and communication, PharmOutcome/ Claiming procedure, Code of conduct guidance and how the LPC and LMC will deal with any conflicts. Flu vaccination training is taking place locally on 6th and 12th July in Brighton. Contractors have been made aware of these dates and invited.

The results from last year look encouraging with many pharmacies doing over 300 vaccinations, even those located next to a GP surgery.

The LPC CEO will be meeting with LMC in August to discuss this further and establish ways that CPs and GPs can help one another with this service.

With one week to go, the Surrey contractors are doing well with the CPAF return rate being over 90% so far.

Action:- LPC CEO to contact 22 non-responders to remind them to return the questionnaires within the allotted time.

The members discussed the recent announcement of the STP Surrey Heartlands devolution. We need to be aware of their plans and will endeavour to get involved wherever possible and ensure suitable members can attend if opportunities for representation occur.

We are awaiting dates from Atif Shamim for more HLP Champion training events in the Autumn. There is a new HEE training plan being developed for Pharmacists and their staff.

Action:- LPC CEO to invite Atif Shamim to next LPC meeting to discuss HEE LaSE plans.

6. CCG DEVELOPMENT

Nilesh Nathwani and Jay Katira gave the members short reports from Guildford & Waverley CCG and NW Surrey CCG Medicine Management steering group respectively. The main topics being discussed were the dire financial situations, Optimise Rx changes and the review of foods/infant feeds.

G&W CCG have stopped the Not Dispensed scheme because of the lack of participation from contractors.

A Contractor issue with ONPOS dressing payments will be discussed by LPC CEO with Lizette Howers at East Surrey CCG.

7. PUBLIC HEALTH & LOCAL AUTHORITY

Penny Laws and Sejal Patel attended the joint LPC/SCC PH meeting in Woking on 26th June to look at Pharmacy services in the coming year. They were accompanied by Penny Woodgate and the LPC CEO.

We discussed the reducing activity on both Health Checks and Stop Smoking in Pharmacy and how this can be reversed. All the concerns and questions raised at the last LPC meeting about Public Health services were discussed and will be dealt with by SCC working with the LPC in the coming months.

There was also a discussion on a new fee structure for Needle Exchange and Supervised Consumption being proposed by SCC. The members were not happy with this and asked the LPC CEO to hold further discussions with SCC, making them aware that these are services that contractors can opt out of if not happy with the remuneration.

Action:- LPC CEO to meet with Lisa Byrne to discuss funding

It was also agreed to hold a joint SCC/LPC contractor event later in the year. This would take the form of a Market Place from 6.30pm to 8pm with a presentation from SCC and the LPC from 8pm to 9.30pm. A venue will be decided upon and the members favoured a date in mid October. Penny Woodgate will work with the LPC CEO and Philip Austen-Reed from SCC to finalise the details.

The LPC Chair and CEO represented the LPC at the PNA Steering group meeting in June 2017 to continue the process for new PNA that must be published in March 2018. The response rate for the Pharmacy questionnaire was disappointing at about 50%, which was a lot less than in 2014. This was due to the sole use of PharmOutcome without the facility for an online response as well. SCC did appreciate their error on this but were satisfied with the response they got. The 1st draft of PNA is now being prepared by SCC and once ready will be reviewed by the Steering group in the summer with a meeting in September to ratify the draft before publication for consultation on 1st October 2017.

8. LPC MEMBERSHIP & COMMUNICATION

The members discussed the process for the selection of the new committee reducing to 9 members in April 2018.

The next SEC LPC Forum meeting will be held on 14th July in Crawley. Items to be discussed are the PSNC Judicial review/Appeal, Forum future after April 2018 and the details of the LPC members' event being held on 23rd November in Crawley. We have already started to sign up speakers and sponsors for this event.

CPSS are now beginning to take over the communication with our contractors with the publication of their first monthly newsletter in June. It was very well received by all the LPC members and has now been enhanced by the publication of LPC Bulletins, where appropriate, to keep our contractors up to date and informed.

The LPC website will be updated for a launch in October 2017 with a single Surrey & Sussex site that will have 3 sub-sites within for each LPC area.

Action:- LPC members to send a new photo for the website to CPSS

9. COMMUNITY PHARMACY SURREY & SUSSEX (CPSS)

Penny Woodgate, Communications Senior Officer and Michaela Cassar, Business Administrator from CPSS gave the members a short report of their work so far and what the plans are for the coming months.

They have now established comprehensive contact details of our contractors to form the new LPC database which can be used for making contact using CCG grouping, LA grouping, locality grouping and contractor category grouping. This needs a mechanism for capturing any changes to contractor details.

They have recently attended PSNC run events on Media instruction and on website administration. They are working with the LPC CEO to look at future training events that can be run locally using Pharma sponsorship.

There has been a lot of activity from our MPs with the LPC CEO meeting with Anne Milton in Cranleigh in early June and other meetings with Kwasi Kwarteng (Spelthorne) and Sir Paul Beresford (Mole Valley) planned for July. This gives the

LPC a good opportunity to inform of Community Pharmacy services, to give our concerns about the funding cuts and to promote future services such as Minor Ailment Schemes.

The joint LPC Management group is now meeting monthly to ensure that the interim year is running smoothly. The proposal of a CPSS Logo has been put forward, although the LPC members were not in favour of spending the suggested £1500 that has been quoted by a design company. They agreed that we should ask our contractors (and the other two LPC contractors) to put forward a design with a prize for the final Logo to be used.

The post of Services Development Senior Officer (SDSO) should be appointed in the near future as interviews for this position are set for 10th July.

10. PSNC

The LPC Vice-Chair and CEO attended the Annual LPC Chair and CEO conference in London on 7th June 2017 and gave the members a short report of the event. The LPC CEO was asked to address the event to give an update of our Working Relationship with our LMC and how sharing premises are helping to develop joint working initiatives and promoting better professional relationships.

The decision of whether to appeal the Judicial Review has not yet been taken. PSNC are waiting to see what changes, if any, are made at ministerial level and to see what level of engagement the DoH has with PSNC re next years' negotiations. There is a PSNC meeting in mid July that will decide the plan going forward.

The LPC Conference is to be held in Manchester on 1st November 2017. Tim Rendell, Anish Prasad and Hemal Chudasama have expressed a wish to attend as delegates.

11. MARKET ENTRY

The "Unforeseen Benefits" application in Deepcut was turned down by NESSE and this has now gone to appeal.

The "Unforeseen Benefits" application in Tongham made by Rushport LLP is progressing but no decision as yet has been made by NESSE on this.

A new pharmacy in North Holmwood is expected to open inside the GP surgery later this year, following the permission granted last year.

12. CHIEF EXECUTIVES REPORT

The members were happy to use the current venue, Tyrrells Wood GC for the meetings in 2018. The LPC CEO was asked to provisionally book the dates in line with our usual arrangements. These can be amended by the new LPC after April 2018 if they wish.

13. TREASURER REPORT

The Treasurer reported that all items for this financial year are still on Budget.

He did ask the members to send him their expense claim forms in advance of the meetings, as previously agreed so that time is not wasted at the LPC meeting.

14. OPEN PART OF THE MEETING WITH GUESTS

The Chair welcomed our guests Clare Sieber and Karthiga Gengatharan, both new Medical Directors for the LMC to the meeting, who have come today to discuss joint GP and CP initiatives.

The topics discussed were:-

- STP plans – Devolution in Surrey Heartlands.
It is still very early days for this. Huge financial issues to be resolved before any plans can be published. LMC still not decided on whether it is a good thing.
- Electronic Repeat Dispensing – still very poor in our area. GPs not engaging and not appreciating the benefits for GPs, such as limiting Managed Repeats and Emergency supplies. Only needs to be a GP/CP staff issue to get a result.
- GP work pressures – increasing trend for GPs to be salaried to avoid the hassle from the DoH. If GP time can be saved (ie with MAS) then they can concentrate on those patients who need a GP. Also then able to not have to refer them to costly Hospital Trusts.
- Flu Vaccination service – find ways to get GPs and CPs to work together better. Service is here to stay, so work to increase overall vaccination rates. Talk to one another and promote each others' service where appropriate. Use the LMC and LPC to resolve any issues when they arise. Show mutual respect to each other.
- Pharmacists in GP surgeries – Community Pharmacists could do sessional work in local GP surgery to help with joint working issues. GPs seem in favour of this.

The Chair and members thanked Clare and Karthiga for attending and providing the LPC with the overview of their work.

15. DATE OF NEXT MEETING

The next full LPC meeting will be on Wed 20th September 2017 at Tyrrells Wood Golf Club, Leatherhead. The closed part of the LPC meeting will begin at 9.30am followed by the open part of the LPC meeting in the afternoon with our guests. We will invite Atif Shamim from HEE to be our guest in the afternoon.

The other LPC meetings for 2017/18 are:-

Wednesday 15th November in 2017, Wednesday 17th January 2018, Wednesday 21st March 2018

16. CHAIRMAN'S REMARKS

The members congratulated our CEO, Martin Mandelbaum who has been designated a Fellow of the Royal Pharmaceutical Society.

The Chair thanked all the Members and Guests for their attendance.

17. ACTION POINTS

Page	Action	WHO	WHAT
3	1	CEO	Contact 22 non-responders to remind them to return the questionnaires within the allotted time.
3	2	CEO	Invite Atif Shamim to next LPC meeting to discuss HEE LaSE plans.
4	3	CEO	Meet with Lisa Byrne to discuss funding for Substance abuse
4	4	LPC members	Send a new photo for the website to CPSS if you want to