



## LEICESTERSHIRE & RUTLAND PHARMACEUTICAL Annual General Meeting

**Monday, 7<sup>th</sup> September 2015**

**The Peepul Centre, Orchardson Avenue, Leicester LE4 6DP**

<b>Present:</b>	Sejal Gohil (SG) – Chair Shezad Alimahomed (SA) – Vice Chair Luvjit Kandula (LK) - Chief Officer Sue Hind (SH) Syma Raza-Jones Jane Lumb (JL) Kerry Tew (KT) Administrator	Neena Lakhani (NL) Altaf Vaiya (AV) Rajesh Vaitha (RV) Mohammed Ibrahim (MI) Adam Thomas (AT) (Treasurer) Satyan Kotecha (SK)
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1.	<u><b>Apologies for Absence</b></u>  Veronica Hind (VH) Phil Maslin (PM)	<u><b>Action</b></u>
2.	<u><b>Arrival and buffet</b></u>	
3.	<u><b>Welcome and Introduction</b></u>  <u><b>LK Chief officer provided strategic overview of mission values goals and future direction for the LPC including current workstreams and business plans for for 2015/16.</b></u>	<u><b>LK</b></u>
4.		

5.	<p><b><u>Garry Myers – PSNC</u></b></p> <p>Garry spoke about –</p> <ul style="list-style-type: none"> <li>• Flu vaccination update.</li> <li>• The holdup is not the fault of the PSNC.</li> <li>• MUR’S and NMS – stock availability may be an issue, hopefully they will go live middle September.</li> <li>• Service spec published shortly everyone knows what is expected under the NHS scheme, it is not valid till it is out live.</li> <li>• MAS scheme - NHS England – the specification and price was not what they expected, need more time for a proposal, and there is still work in progress(mas)</li> <li>• PSNC 5 point plan update.</li> <li>• SK asked about the – national audit when will the evaluation be out, he was told it is part of the PSNC agenda and that there is no date published as of yet.</li> <li>• Paper based back up</li> <li>• Pharma outcome discussion / update.</li> <li>• LK asked GM and LH – re - recording pharmacy interventions and the way forward. Plans in progress in future;</li> </ul>	
6.	<p><b><u>Leyla – NPA Services</u></b></p> <ul style="list-style-type: none"> <li>• NHS services 5 year plan.</li> <li>• NHS structure – local commissions and emergency supply rescue (all on website)</li> <li>• Flu vaccination £9.14 per dose administer dose £7.64.</li> <li>• PHE re blood pressure , diabetic forms</li> <li>• COPD trial in Devon</li> <li>• Extension to MUR services</li> </ul>	
7.	<p><b><u>Refreshment Break</u></b></p>	
8.	<p><b><u>Private Meeting</u></b></p> <p><b><u>Approval of Draft Minutes 2014/2015</u></b></p> <p>Proposed by AV and second by NL</p>	

	<p><b><u>Chairs Report</u></b></p> <ul style="list-style-type: none"><li>• Committee as seen lots of changes since 2013 with new members elected in 2015.</li><li>• Winter pressure and has been awarded to LPC to support.</li><li>• Lesley NHS England as agreed to do it again.</li><li>• Commissioned over the Christmas period.</li><li>• Minor elements – CCG are happy with all the data they need and commissioned till end September. Awaiting bio outcome.</li><li>• City CCG MAS is commissioned – cap on services.</li><li>• It Platform for minor elements discussed.</li><li>• Hospital discharge – MURS actioned by GP's</li><li>• Relationship with CCG'S.</li></ul>	
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Treasures Report

Treasurer's report Leicestershire and Rutland LPC 2015/2016.

Treasurer - Adam Thomas

Accompanying Notes to the audited accounts 2014/2015

***Members of the committee are required to attend the LPC meetings regularly as well as attend meetings on behalf of the LPC and contractors. Operating under Nolan Principles, the LPC consider that members carrying out duties on behalf of pharmacy contractors should not be out of pocket. The LPC operates within a robust Accountability and Governance Framework that is regularly monitored. All members abide by our expenses policy which is routinely reviewed and updated by the LPCs finance and governance committee.***

The total LPC administrative and contractor support costs for the year under review totalled £178,849 - an increase of £12,322 over the previous financial year.

The increase was largely due to expensive recruitment costs in interviewing and advertising for a new Chief Officer, new website design, IT and communication costs along with increased Locum costs.

£1,518 was allocated to Travel expenses allowing key members of the LPC to attend vital meetings in the aim of both supporting contractors and building a stronger network with other allied health professionals and commissioning bodies.

Levies paid by the LPC to the PSNC totalled £88,600 - this was £2,038 more than for the previous year and is an anticipated and budgeted expenditure beyond the control of the LPC.

Income derived from levies paid by contractors to the LPC was £182,600. With an additional £9,525 donated by Pfizer withheld in a separate bank account for the specific training of contractors to be allocated over the next financial year.

The cost of running the Leicestershire and Rutland LPC was £90,249. It excludes the cost of the levy paid to PSNC (£88,600). The balance in the bank as at 31 March 2014 was £268,320.

Due to the LPC being in a state of flux for most of last year and a Chief Officer and treasurer's roles being vacant for several months, the accounts have had to be retrospectively reconciled and audited by myself as the new Treasurer. I have not been able to completely reconcile the expenditure in terms of exact allocation in all cases but all monies are accounted for.

My thanks go to the newly appointed Chief Officer, Officers and committee members for their ongoing support and governance of the finances of the LPC. I am always happy to answer any financial queries from contractors at any time and a full set of accounts can be viewed on request.

10.	<p><b><u>Q&amp;A</u></b></p> <ul style="list-style-type: none"> <li>• CORE CONTRACTS</li> <li>• Flu Pharmacy to increase flu vaccines.</li> <li>• EPS 2</li> <li>• EPS 4 GP to nominate, prescription to auto do it – April next year.</li> </ul>	
11.	<b><u>Chair to close meeting.</u></b>	