



COMMITTEE MEETING MINUTES

Thursday 16th January 2020

11.30am - 4.30pm

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)
Matthew Armstrong (MA)
Kishor Shah (KS)
Lakminder Flora (LF)
Hansa Bi (HB)
Daljit Poone (DP)
Amrit Minhas (AM)
Aimee Mulhern (AMu)
Has Modi (HM)
Amir Ismail (AI)
Anil Patel (AP)

OTHERS IN ATTENDANCE:

Anne Marie King - Chief Officer (AMK)

APOLOGIES

Sue Snelling - Chair (SSn) CF acted as chair at this meeting.

There were no declarations of interest reported with the agenda.

Amir Ismail signed his Declaration of Interest and Confidentiality Agreement.

The committee welcomed Amir to the committee. Amir has a wealth of experience in Community Pharmacy and currently holds post in Lloyds Pharmacy as Area Manager.

Minutes of previous meeting

Minutes of the previous meeting (Thursday 21st November 2019) were reviewed and approved as an accurate reflection of the meeting and action points. CF signed the minutes as Vice Chair.

Reports

Chief officer report

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

PCN work: Arc PCN in Northants are the only PCN within the LPC area who are now without a PCN Lead. AMK discussed her plans to align the pharmacies to another PCN area if a lead does not come forward. The committee discussed the work involved as a PCN lead. This does not need to be onerous at the moment but it was agreed that we may need to offer support in the future.

Public Health Engagement Officer Northants: This potential new role has been agreed and is a way to ensure a better delivery of Public Health services in Northants. The role will be a joint one with Northants Council and the LPC. VH brought up the issue of liability with a year contract and it was agreed that the post would be advertised as a 6 month contract to get around this. The job description is being looked at and is based on that from other areas. LF asked who would line manage the role and AMK confirmed it would be herself and Public Health. AMK will send the job description to the governance committee.

HLP: The committee discussed the funding available to train pharmacy staff to become Health Champions. CF explained that MK require pharmacies to deliver health campaigns and sign up to the Public Health Services as part of the agreement to taking part in the training. AI asked about the Northants Smoking Cessation service. AMK confirmed that although the smoking cessation service is being discontinued, the Champix PGD will continue.

March meeting: The committee agreed that we should invite a rep from a Health App, and Alison Gilbert to the next meeting in March. David Wright will also attend.

Finance Report

AM gave the report to the committee. (Report attached)

AM now has full access to the LPC bank account and all is running smoothly. SSn was unable to attend the meeting today and we were unable to ascertain whether she had managed to set up with online banking. The committee discussed the importance of having another committee member with full access and it was decided that CF would register with Lloyds bank in order that we have contingency.

Contracts committee

HM gave the report to the committee (attached).

Governance committee

The committee are looking into how processes can be audited within the LPC. They have a piece of work for AMK to complete before feedback is given to the committee. The audit is based on one from the PSNC and the information needed is something that AMK will have access to as Chief Officer.

Services (Strategy) committee

From the work conducted during the last meeting, MA confirmed that we are on track with the LPC Strategic Document. He feels that we are on track as a committee with supporting contractors with PQS. AMK had confirmed that support put in with the PCN work, and the fact that only one PCN area was now without a community pharmacy head.

MA suggested that we may want to support contractors in the near future when HLP becomes a part of the pharmacy contract. We may want to support delivery of HLP rather than having it as a tick box exercise.

Alison Gilbert will be added to the list of stakeholders who we should engage with as a committee.

We may look at how we train PCN leads in the future depending on how the role progresses.

Update on CPCS

MA presented on this topic now that the service has been running for 2 months. He explained that the number of referrals for Urgent Medications are slightly more than that for Minor Ailments. There have been 2296 referrals in this LPC area so far and NHSE has been pleased with how the service has been implemented and the uptake at this stage.

Guidance is being published to clarify some queries including Controlled Drugs.

The committee discussed how the service was running in their practice and the feedback was positive. Lloyds had educated their pharmacists regarding how to deal with referrals where advice was given but no supply made. AMu explained that some pharmacists had not claimed for some referrals even though time had been spent with a patient giving advice.

It was agreed that AMK could put some case studies in the LPC newsletter which may guide pharmacists with service delivery.

AM explained that the next stage will be GP referrals and 9 areas are currently undergoing pilots. The GP referral will differ as the GP receptionists will not be able to provide an initial clinical assessment. This will fall onto the pharmacist. Pharmacies may need updated guidance on the service when this happens. At some stage pharmacists may expect to receive up to 5 referrals per day which would equal income lost from the MUR service.

AMu expressed concern that some GPs may choose not to engage with the CPCS service and AM suggested that in this case NHSE may have some input.

Any Other Business

DP reported that the previous treasurer (Raj) is still receiving LPC correspondence to his home address. AM said he would look into this and ensure the LPC address is that used for all LPC correspondence.

Date of next meeting is confirmed as Thursday 19th March 2020

The meeting was closed at 1.45pm

X *Sue Snelling*

Sue Snelling

Chief Officer Report (Notes)

First, I know many of you heard me say this in the recent webinar on the independent review, but I wanted to confirm that PSNC has agreed to keep its budget for the next financial year flat. This means that LPC levies will not be increased in 2020/21 - other than by the minimal cost to cover your LPC's contribution to David Wright's independent review into pharmacy representation and support. We will write to you in the usual way following the PSNC meeting in February 2020 when we will formally agree the details of our budget, but I wanted to let you know the headline now so you can budget accordingly.

Second, I have an update on our LPC support activities. As you know, Luvjit has now moved on to Greater Manchester LPC and I have decided not to fill her role until we have seen the recommendations of David Wright's review in the spring. The support we provide for LPCs will continue in the interim and I know the team have already provided details where you can direct all types of queries from now on. However, to help us with these arrangements, I've asked Mike King to temporarily re-join us from January. Mike needs no introduction. His role will be part-time and his key objective will be to ensure that your needs are continuing to be met and that the communication channels between us all are as good as they can be. We will let you know his contact details in due course.

PSNC/LPC Review

At the Pharmacy Review Steering Committee in December it was identified that many LPCs may not meet in February and this is when the national survey will be out for completion by LPCs.

The steering committee would like the response to come from all Local Pharmaceutical Committee members (as service providers to contractors) and not just a select few within the committees, which would be the easier route.

Therefore we need to compose our response in February and will need to put some extra time aside to complete this as a committee or to plan for an exceptional meeting in February.

The main messages I from the first steering group meeting:

- The role of the PRSC was clearly identified as providing support and guidance to the independent review committee, who would be ultimately responsible for the synthesis of the evidence and making the final recommendations.
- Review recommendations would not be binding but would be for the LPCs and PSNC to jointly consider.
- It was agreed that neither the NPA or NHS England would be formally represented on the PRSC but would be consulted with as appropriate throughout the process.
- PRSC agreed to the review team visiting a small number of LPCs and that the interviews planned with those LPC Chairs or Chief Operating Officers will be cancelled to enable other LPC representatives to be interviewed.
- Focus groups with contractors and LPC representatives would be held mid-January in London, Leicester, Leeds and Taunton to develop the national survey
- All nominees to the PRSC who were not given a place on the PRSC would be given automatic first refusal at attending the focus groups
- The national survey would be the main evidence source for the review team
- LPCs would be asked to actively include all committee members in developing their response to the questions in the national survey and would be asked to confirm inclusion of all members in developing their response.
- Those individuals who were nominated for the PRSC but were unsuccessful would be given first refusal on attendance at focus groups
- LPC representative focus groups would be held in the afternoon and contractor focus groups in the evening. Locations would be close to train stations.
- Each of the 13 PSNC regions for LPCs will be asked to nominate a further 2 representatives for the focus groups
- LPCs will be asked to forward invites to contractors on behalf of the PRSC
- The PSNC review will take place in February when the national survey is out for consultation with contractors and LPCs
- To remind all that the website is www.pharmacy-review.org

David to visit our LPC meeting in March to listen to a wider audience and give context.

The Focus group I am attending today aims to collect information to inform the independent review of the roles and structures underpinning PSNC and the LPCs

PCN

All CDs now known and willing to engage. All pharmacy leads in place except 1 (ARC). Lloyds, Weedon Road asked.

Letters drafted for leads to send to pharmacies...underway and then a letter for lead to send to CD. Offered for use if desired.

Podcast

In terms of the audience, the podcast is primarily aimed at a staff audience but it's available on all the public podcast platforms so anyone can listen if they're interested. The first two episodes are available here if you want to have a listen: www.northamptonshirehcp.co.uk/podcast

Previous editions include Jane Taylor, deputy director of urgent care for Northamptonshire CCGs, and Samantha Fitzgerald, NHCP's winter director, to talk about the importance of safe and timely hospital discharge, why it's a challenge we can only tackle if we work together and what we're doing about it as a partnership of health and care organisations. We also speak to Yvette Roach-Smith, head of discharge at KGH, and GP Nathan Spencer about some of the great work that's happening through the system.

New episode will be recorded next week:

The theme of the episode we'll be recording in January is about signposting to the range of NHS services available across the county as part of our wider efforts to manage A&E attendance. So in that we'll be covering GP Extended Access, community pharmacy, the urgent care centre, NHS 111, 111 online and the new local directory of services (My Health and Care Services) which is due to launch very soon. The messaging here will be working on the basis that many staff across our health and care sector may not be aware of the breadth of services unless they are directly involved through their work.

As for what you can and can't say I'd suggest we play it safe and maybe don't mention the consultation service - but as you point out there are many other aspects of community pharmacy that people may not be aware of that it would be good to talk about!

HLP

Funding available from MK to ensure Champions (2) are trained ahead of April 2020 contractual requirements.

In NN I am working with Chloe to recruit a suitable person into the role of Community Pharmacy Coordinator

- Provide support to Community Pharmacies within Northamptonshire to increase engagement with the health improvement and prevention agenda, including developing their role as Healthy Living Pharmacies
- Support the planning and implementation of Community Pharmacy services and projects involving health promotion and prevention.
- To facilitate engagement with Primary Care Networks (PCNs) and the social prescribing link workers across the county.

EPS Phase 4 releasing in Corby next week. Remaining practices going live in a phased approach but as yet do not know the time lines. LPC website updated.

Apps Echo/ Health Era invite to future LPC meeting?

Integration:

The new Director at Northants CCGs who is a pharmacist is:

Alison Gilbert

Director of Transformation Delivery

Lucy Wightman is now

Director of Public Health

Northamptonshire County Council and Director of Population Health Strategy Nene and Corby CCGs

Working with Giles to invite Alison to March LPC meeting.

Champix/ training possibilities NCC

January 20th HUYH

Market Entry Report

- Change of ownership application for Rowlands Pharmacy at Prospect House, 121 Lower Street, Kettering, Northamptonshire, NN16 8DN by Warwick Healthcare Ltd
NHS England has considered the above application and confirm that it has been granted.
- Application for a relocation after outline consent of the dispensary at Brackley Medical Centre. Response offered by LPC No objection
- Application offering unforeseen benefits at Land off Kestrel Road, Priors Hall Park Corby, NN17 by MAP Pharma Ltd. Response submitted 9/1/20 January. Respectfully against
(PCT Beanhill, Queensway, Melrose Ave and Netherfield will all trade as Peak Pharmacy December 2019)
- Odessey Pharmacy has moved to 50 Trafalgar Road, Kettering (from 6/1/20)

Finance Report January 2020

INCOMINGS

150	Novartis		
27999.97	Levys		
28149.97	TOTAL		
TOTAL IN THE ACCOUNT AS OF	11/1/2019	£	109,411.46
TOTAL INS		£	28,149.97
TOTAL		£	137,561.43
TOTAL OUTS		£	14,753.70
		£	122,807.73
TOTAL AS OF	12/31/2019	£	122,807.73
	12/01/2020	£	122,252.41
		£	6,000.00
			MK council

£ 19,434.00 Northamptonshire council

TOTAL £ 96,818.41