

**Minutes of the LPC Meeting held 9.30am on Tuesday 21st March 2023 at
Brampton Park Golf Club**

Present: Meb Datoos (MD) (Vice Chair) Shabbir Damani (SD) (Treasurer) *arrived 9.47am*
 Abbas Bhimani (AB) *arrived 9.57am* Wojciech Cwiek (WC)
 Katie Friend (KF) Rishma Naidoo (RN)
 Maria Wakerley (MW)
 Rita Bali (RB) (Executive Development Officer)
 Karen Cox (KC) (Support Officer)

In attendance: Zara Mehra (ZM) (CPPE Regional Tutor) *2.00pm – 2.45pm*

Apologies: Alison Heath (AH) (Chair) Sai Koneru (SK)
 Hina Patel (HP) Anil Sharma (AS) (PSNC Regional Rep)

Item No	Details	Action (see action log)
1	Welcome and Introduction	
	MD welcomed everyone to the meeting. He told the committee that SK would be resigning due to a change in circumstances.	
2	Declarations of Interest	
	Updated DOI forms have now been received from all members and officers.	
3	Acceptance of Previous Minutes and Matters Arising	
	KF proposed that the Minutes from the meeting held on 17 th January 2023 were accepted as a true record of the meeting and this was seconded by MW. There were no matters arising from the Minutes.	
4	Action Log	
	The action log was discussed and updated. See log for more details.	
5	Committee Matters	
5.1	TAPR – RB gave a brief update on the local situation. There have been no real changes since the last meeting. AH has been attending meetings with other local LPC Chairs and has made our position clear. KF asked if our merger options remained the same and RB confirmed that Norfolk, Suffolk and Hertfordshire mergers are still possible. Our main priority is to ensure that with any merger we continue to have good representation with our ICB.	
5.2	SGM – The final arrangements for the afternoon contractor meeting were discussed.	
5.3	LPC elections – KC has been following the election guidance issued by PSNC. The new committee members will take office on 1 st July 2023. The contractor mix as of 31 st January 2023 was used to calculate the make up of the new committee. There will be five CCA representatives, five Independent and one AIMP. Both the CCA and AIMP have confirmed they intend to appoint members to fill their places. RB would like our Independent Contractors to have a choice about who will represent them and asked the committee to encourage any eligible contractors to nominate	

	themselves. MD, AB and SD would be willing to speak to any potential candidates about what is involved.	No 11 - KC	
6	Treasurers Report		
6.1	The current income and expenditure report was circulated prior to the meeting.	No 8 (updated) - SC	
6.2	Budget for 2023-23 – SC has updated the draft budget to take in to account the changes to salaries and honorariums decided at the January meeting. SD proposed that the budget was accepted and this was seconded by MD. The committee voted unanimously in favour.		
6.3	Deposit account – The committee would like SC to progress with setting up a deposit account preferably with a banking entity other than Lloyds Bank, if this can be achieved without too much difficulty.		
6.4	Iris payroll – KC updated the committee on the current situation. Iris position is that 6 months’ notice must be given and that we can only exit at the end of a contract term. Our contract ends in May each year so in order to exit the contract now we would need to pay 15 months. The LPC position is that we asked in September last year for the notice period but didn’t receive a reply meaning that we couldn’t give the required notice for this year. The committee decided that we should ask for an online meeting with the Iris finance team to discuss the matter further and make a formal complaint. MD suggested that we contact PSNC for any advice as the made the original recommendation.		No 3 (updated) - KC
6.5	Larking Gowen – SD reviewed the engagement letter sent by our new accountant. The committee would like to find out if they offer an insurance policy to cover any work needed in case of an HMRC investigation.		No 12 - SC
7	Contracts Update		
7.1	SD gave an update according to appendix B. DOIs were noted for SD and KC on a change of ownership notification.	No 13 - RB	
7.2	RB has been offering some support to a pharmacy due to close in April. Other contractors have reported the pharmacy is operating reduced opening hours and this is causing some confusion.		
8	Relationships, Services and Communications Update		
8.1	The report was circulated prior to the meeting. Bank holiday commissioning – currently NHSE only commission pharmacies to open on Christmas day and Easter Sunday. There are now plans to commission pharmacies to open on other bank holidays. This could lead to a reduction in the number of pharmacies willing to open on a voluntary basis. The local LPCs have told NHSE on many occasions that the planning for bank holiday opening needs to happen further in advance so that contractors can prepare.	No 14 - RB	
8.2	DMS – KC is still spending a day a week chasing up pharmacies that haven’t completed referrals. MW commented that the outstanding referrals figure was moving in the right direction. There is good data to show the value of DMS but RB would like some patient stories to back up this data.		
8.3	OCMS – We have one pharmacist locally that is signed up to tier 2 of the pilot and another two that are likely to progress in the near future.		
8.4	EHC – There are only six pharmacies in Peterborough offering this service. RN commented that the fees for our service are low compared to other areas and haven’t been increased for some time. The committee noted that some EHC consultations can be complicated due to safeguarding issues and SD shared an example where one of his teams spent several hours dealing with a patient where they were concerned for her welfare. RB will contact public health to raise the		

8.5	issues around increasing costs and workforce pressures emphasising the benefits of accessibility to patients. NMS depression pilot – Our area has the highest number of pharmacies live and delivering this service in the east region. RB and KC have helped to organise a training session for Sunday 26 th March.	
8.6	NHSE IP pathfinder – Our ICB submitted a bid based on a hypertension service. NHSE have responded with some questions on our bid. Finding DPPs continues to be a problem and RB has raised that it is unreasonable to expect GPs to provide this role for free. RN asked about funding. RB had already communicated the current issues around locum rates and said that there needs to be return on investment for contractors to consider being involved. NHSE will make a final decision around Easter.	
8.7	MPs – We still need our contractors to contact their MPs and explain their personal circumstances. It is very difficult to get MPs to engage with the LPC but they are more likely to respond to constituents.	
9	CPPE update	
	ZM gave an update on the current training available from CPPE. They are currently seeing an increase in numbers for the ‘return to the register course’.	
10	Any Other Business	
	HRT prepayment – RB has contacted Kelly Broad to ask her to remind clinicians that HRT needs to be prescribed on a sperate prescription form.	
11	Next Steps	
	Action log and minutes will be circulated	
	Close of Meeting	
	There being no further business the meeting closed at 2.55pm The next meeting will be held on 16 th May 2023 at Brampton Park Golf Club.	

Signed..... (Chair)

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Date...../...../.....