

Minutes of the LPC Meeting held at 2pm on 19th September 2023 at Brampton Park Golf Club, PE28 4NF

Present: Anil Sharma (AS) (Chair and CPE Regional Representative)
Meb Dattoo (MD) (Vice Chair)
Owen Munjeri (OM) (Treasurer)
Abbas Bhimani (AB) Wojciech Cwiek (WC)
Shabbir Damani (SD) arrived 2.29pm Banji Kelan (BK) arrived 2.22pm
Christine Stafford (CS) arrived 2.29pm Katie Steel (KS)
Adnan Waheed (AW)
Rita Bali (RB) (Executive Development Officer)
Karen Cox (KC) (Support Officer)

Item No	Details	Action (see action log)
1	Welcome and Introduction	
	AS welcomed everyone to the meeting and introductions were carried out. MD was appointed as time keeper.	
2	Declarations of Interest	
	DOI forms were received from AS, WC and SD.	
3.	Acceptance of Minutes and Matters Arising	
	MD proposed that the Minutes of the meeting held on 18 th July 2023 be accepted as a true record of the meeting and this was seconded by KS. 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	Sub groups – BK will join the Governance Sub Group.	
5.2	TAPR – Hertfordshire LPC are meeting with Essex LPC to discuss a potential merger. The risk for our LPC is that mergers between other LPCs could leave us with no viable options. If we remain as we are we would need to reduce costs or increase our levy. RB reminded the committee that our levy is currently the lowest in the East region, so even with a	

5.3	<p>merger it is likely our contractors will pay more. RB will keep in contact with Helen Musson from Hertfordshire LPC.</p> <p>The Decision Log was shared for information. Since the previous meeting three decisions have been added:</p> <ol style="list-style-type: none"> 1) Moving forward with the director's liability insurance arranged by CPE 2) Purchasing a new office printer 3) Renewing the personal accident insurance 	No 32 – RB
5.4	<p>Contractor visits – each pair of committee members gave feedback from the visits carried out prior to the meeting. All of the visits were positive, and well received by the pharmacy teams despite most of the pharmacies being very busy. Many of the recently purchased pharmacies were having difficulties with getting new NHSmail and PharmOutcomes accounts set up. KC pointed out that this was probably because the high volume of recent sales was putting pressure on the national teams. Most of the new owners seem keen to deliver services. AB had been asked for more detail on how to claim for different services. The committee agreed that the next visits should be arranged for March 2024.</p>	No 33 – KC No 34 – RB & KC
5.5	<p>LPC Strategy – The previous committee had decided not to review the strategy as they felt it would be more appropriate for the newly formed committee. Due to time constraints the discussion was delayed until the next meeting</p>	No 35 – KC
6	Finance and Audit Reports	
	<p>The up-to-date accounts were shared with the committee prior to the meeting. Steve Cullum (SC) has found an appropriate Nationwide account and suggests that £85,000 is transferred. KC shared the details required to set up the account and suggested that each member of the Finance and Audit group was included as a person with an interest and that the signatories should be the same as for the main account.</p>	
7	Contracts Update	
	<p>SD gave an update according to Appendix B. Most of the Lloyds Pharmacy sales have now completed, and this has changed the balance of our contractors to more than 50% independent. It was noted that some of the sales had fallen through on several occasions.</p>	
8	Services, Relationships and Communications Report	
8.1	<p>NHSE IP Pathfinder – There has been a long delay from NHSE. Our ICB has been allowed five sites. The expression of interest process will be led by</p>	

8.2	Indira Pillay. AS told the members that the funding levels set by NHSE make the service nearly unviable and that this had been fed back by national bodies and LPCs. Local PCN lead funding – RB gave an update on the current position. The committee discussed the PCNs with no applications and gave suggestions on which contractors or pharmacies to approach.	
8.3	MDS – AS has seen an increase in the number of referrals for MDS as many other pharmacies are now at capacity and not taking on new patients. He suggested we produce a short survey for contractors and present this as evidence to the ICB that a funded service is required. SD raised concerns that collecting this data could lead to pharmacies being put under pressure if they say they have capacity and then don't accept MDS patients.	No 36 – RB & KC
8.4	Contractor engagement – AS is keen to ensure we are increasing engagement with our pharmacies. The WhatsApp broadcast group will be relaunched, using KCs phone. All committee members will be added. A discussion group for contractors would need to be moderated and the LPC don't have the capacity at this time.	No 37 – KC
8.5	DMS – KC will stop providing reminders to contractors to complete this essential service, however she will monitor the date and contact any new contractors that seem to be struggling. The ICB have employed a project manager to work on increasing the number of DMS referrals from local hospitals, this will include working with the pharmacies to increase the completion rates.	
8.6	ICB Executive Team visits – following a meeting with the ICB Chief Executive Jan Thomas (JT), attended by Sati Ubhi, AS, RB and KC the ICB Executive Team members visited local pharmacies. Following the visits JT has asked RB what would stabilise our local community pharmacies. The committee discussed that funding is not the only issue, workforce and capacity are also problems.	No 38 – ALL
9	CPE Update	
	AS gave an update on the work of CPE. Negotiations on the £645m funding continue. There have been some complications with the common conditions service and this has delayed the start date.	
10	Any Other Business	
	KC told the committee that the CCA has yet to appoint their final member to the committee. According to the constitution they have three	

	months to fill any vacancies. Assuming the three month period started in July they have until the end of September. KC has contacted the CCA on several occasions for an update. She suggested that she contact CPE for advice on next steps. The committee agreed with this.	No 39 - KC
11	Next Steps	
	The Minutes and Action Log will be circulated.	
12	Close of Meeting	
	There being no further business the meeting closed at 5.31pm The next meeting will be held on 21 st November 2023 at Brampton Park Golf Club.	

Signed A.K. Sharma (Chair)

Print ANIL SHARMA

Date 21, 11, 23

	CPE Update	
	AS gave an update on the work of CPE negotiations on the 08-10m funding contract. There have been some complications with the contract conditions review and this has delayed the start date.	
	Any Other Business	
	KC told the committee that the CCA has yet to appoint their first member to the committee. According to the constitution they have three	