



**North East London Local Pharmaceutical Committee**  
**LPC Meeting 18/11/2021**  
**Full day 9:00am – 5:00pm**

**Present:** Parvesh Patel (PvP), Richard Brown (RB), Shilpa Shah (SS), Amir Adam (AA), Mina Patel (MP), Prakash Patel (PkP), Imran Jan (IJ), Pradeep Mayor (PM), Ross Fraser (RF), Faruque Gani (FG), Farhan Moulana (FM)

Jerry Long (JL) for Treasurers Update only.  
Moira Coughlan (MC) for CCG presentation only.

**Apologies:** Jyoti Bakshi (JB), Arun Sikka (AS)

### **Welcome**

IJ opens meeting and welcomes members.  
Attendees and committee members introduce themselves to SS.

### **Declaration of interest**

SS notes that she has taken a day Annual Leave from her current position to attend.  
No further declaration of interest.

### **Update on CCG engagement**

CCG moved to later in the agenda to allow for LPC committee discussion prior to MC's attendance.

RB updates committee on engagement with CCG in recent months. Input and collaboration from LPC and CCGs willingness to work together, RB and Faisal Chowdhury have recently presented at meetings regarding GP CPCS.

Suggestion to request direction from the CCG regarding medicines management, branded generics and period of treatment/supply issues. The committee discuss how such issues are affecting Community Pharmacy.

RB updates on current situation with ordering of scripts and period of treatment.  
For POT, the LPC need to give examples to raise. Highlights the need to work together and understand both points of view.

SS suggests issues raised be reframed from a patient perspective and gives examples of how such issues have been presented in Kent.

Committee discuss the need to build relationships before raising issues for resolution. RB clarifies today's session is a relationship building meeting to be fostered and pave the way



for SS to have conversations to move LPC forward. Members agree and acknowledge that this is the first CCG attendance in several years.

FM Leaves meeting at 9:35 for 30 minutes

RB discusses what he expects CCG will raise, updating the committee on his recent conversations with the MC regarding focus and priorities. Opportunity to discuss the here and now to support SS with further discussions. LPC to be focused on patient outcomes and give confidence that we will deliver.

IJ gives background on the LPCs historical engagement with MC and CCGs. Highlights that the LPC is awaiting an answer regarding more than 28-day prescribing, issues with remuneration and supply. LPC has informed CCG of surgeries affected and it is suggested LPC ask for an update.

Work LPC has done on safety prescribing/medicines safety has been passed to LMC for feedback.

Committee agree they wish to hear presentation first and then begin discussion, are interested to hear the vision now as opposed to 2-3 years ago.

### **Treasurer's Report**

JL Joins LPC meeting for treasurer's update.

RB introduces JL to SS.

JL updates committee on October accounts and year to date. Highlights Medical insurance refund and explains telephone bill amount is due to cancellation.

JL clarifies summary does not include investments. Reminder of requirement for business tax.

RB raises spreading PSNC levy equally and gives view of year to date, acknowledging the high costs and considering grants.

Committee discuss setting budget in the new year and getting grants in. RB highlights the 11k grant is still owed.

**Action Point:** RD to follow up the 11k invoice with NHS London.

JL suggests LPC should open another account due to amount being held.

Committee discuss monthly payment to PSNC and requirement for 6 months reserves.

JL leaves meeting.

RB gives update on invoices received from previous committee member regarding historic work. The executive committee has agreed that invoices can be settled.

**Action Point:** RD to pay historical invoices.

### **Update on Committee – AIM / Independent vacancies**

RB opens discussion by clarifying the current vacancies within the committee. One independent vacancy for Waltham Forest and an AIM vacancy.

One candidate for the WF independent vacancy and will be interviewed on Friday evening. Committee discuss and agree a Semi-structured interview.

FM rejoins

Committee discuss the AIM vacancy. AIM has been contacted and cannot supply a colleague; it is suggested the committee look for CCA representative to keep balance. Committee agrees.

RB has informed AIM of the reallocation of the vacancy but clarifies AIM will be reoffered the 2 positions at the 5-year renewal.

Unanimous agreement to reallocate AIM position to CCA.

**Action Point:** RB to contact CCA to offer the position.

### **NEL CCG – Moira Coughlan**

MC joins meeting at 10:10.

IJ welcomes MC and introduces SS as new CEO in January.

MC introduces herself and outlines her post in relation to ICS, IPMO and supporting integration. Passes on thanks from Simon Hall for the work of pharmacies reducing health inequalities and support during the pandemic.

Discussion regarding historical engagement between the CCG and LPC.  
MC updates the committee on the current engagement with LPC and expresses the importance of building relationships.

MC updates the committee on where the CCG are with their current priorities.

PkP thanks CCG for the opportunity with COVID Vaccines and raises issues pharmacies are experiencing. The committee discuss COVID vaccines in pharmacy, allocations and supply of vaccines.

IJ raises the current situation with branded generics and period of treatment issues. Gives update on progress with communicating with PCN pharmacists as per advice.

Committee discuss workforce challenges and independent prescribers within pharmacy as opposed to in PCNs.

MC to take IP ideas to workforce teams. Informs committee of HEE grants, pilots and potential in NEL.

MC acknowledges the period of treatment issues raised and the change in prescribing habits during pandemic. Surgeries the LPC has highlighted to the CCG so far have been followed up and a letter from Keith Ridge has been sent to surgeries regarding prescribing habits. If habits have still not changed, members are to raise through RB.

MC asks for clarity on the LPC not supporting branded generics. RB clarifies issues in pharmacies with branded generics and reasoning for the LPC not supporting.  
MC to raise on the steering group.

Discussion regarding Winter Access fund, support for pharmacies for GP CPCS and plans for implementation.

MC discusses planned engagement moving forward with SS taking over post.

Discussion regarding community pharmacy support for promoting diabetes programs. MC will give feedback to RB to deal with requests.

IJ thanks MC for joining.  
MC Leaves meeting.

### **Coffee Break – Reconvene at 11:32**

Committee reflect on the CCG discussion and give feedback.

Committee agree the conversation was positive with respect to community pharmacy and acknowledge the changes due to COVID from the last CCG update at a LPC Committee Meeting. Good introductory meeting and a foundation for dialogue to build from.

SS highlights need to gather intelligence prior to raising issues. Committee discuss issues surrounding free work, capacity and efficiency. Committee agree LPC position is to say no to more free work given the capacity, workforce issues and pressures.

Discussion regarding branded prescribing, LPC perspectives and CCG/finance perspectives. Agree need to talk from a patient perspective.

Committee discuss the need become a cohesive profession, continue building relationships and ensuring we make use of the percentage of the budget which should be allocated to pharmacy.

## **Minutes and Action Points from September meeting**

RB Clarifies Clyde & Co HR support is set up and SS will receive the finalised contract imminently.

Minor amendments made to CEO RSG update.

RB clarifies SMI checks will be picked up next year.

AA Leaves meeting at 12:00pm for 45 minutes.

RB Clarifies Diabetes POCT is now owned by Vikesh to support transition from RB to SS.

Committee discuss aspects of funding for Hypertension Case finding service.

RB clarifies that all Dossett box queries are now passed through him.

Minutes unanimously approved.

**Action Point:** RD to follow up twitter accounts

RB clarifies historical invoice decision.

Committee discuss day rates and rising locum rates.

## **Review of achievements since May 2021**

RB gives presentation to the committee on progress since May 2021.

Acknowledges LPC personnel changes including committee size and members, and operations team moving to employed staff.

Change in the NELLPC Constitution, draft went through internal governance process, new constitution unanimously agreed at July EGM and published on the LPC website.

Main addition made is that any future CEO cannot be part of the committee.

Governance changes. Policies and procedures have been approved and signed. Committee has been reviewed and representation changed. Scheme of delegation has been signed off. Reinforces that committee run the LPC.

Considerable work done on NELLPC Accounts, LPC has been set up on xero and have a new accountant. RB suggests subgroup to review xero, delve into invoices in more detail and report back to committee. Need to begin forecast in January i.e., a 9:3 forecast to support budgeting.

Work done on the website. Website is more open and will moving onto the PSNC template. A lot of content has been thinned and mirrored from Avon LPC in preparation for move to PSNC.

Developed LPC strategy – a work in progress but keeps focused. Ops teams are aligned to the strategy.

Committee discuss the progress and achievement since RB joined in May.

Discussion regarding Pharmacy London and NEL joining. Agreement to wait until SS is settled in position at previous meeting.  
SS gives her thoughts to the committee.

Amendments to Agenda timescale.

### **AGM Update**

RB updates committee on plans for AGM. The venue has been confirmed as City Gates in Ilford.

RB informs committee of votes received so far and registrations to attend. RB gives an overview of the agenda for the evening and topics he will present to colleagues on the day. Clarifies the planned process for voting at the event and majority needed to approve the accounts.

**Action points:** RD to ask venue for points on ensured COVID safety and share with contractors/attendees.

### **Update on Pharmacy Services Manager role**

RB gives update on applicants for the Pharmacy Services Manager Role. Are arranging interviews and will then provide committee with updates.  
SS will be involved in interviews as role will feed into CEO position. SS and IJ to conduct interviews.

RB gives recognition of Faisal's hard work – suggestion of £50 vouchers and committee to sign a card at AGM to post to Faisal. Committee agrees.

**Action Point:** RD to arrange card and vouchers.

**Committee breaks for lunch. Meeting reconvenes at 2pm.**

### **PSNC Update from Prakash**

PkP presents PSNC update to the committee.

Committee discuss experience with Hypertension service and agree the remainder of PkP's PSNC update will resume after the Operations Team Update.

### **Operations Team Update (Janaka) – Presentation**



JP presents an update to the LPC committee on progress with PCN engagement.

Committee query support for PQS. JP clarifies further engagement will be undertaken within the next week.

Discussion regarding DMS and discharge summaries via NHS Mail. Members of the committee discuss their experience with DMS in NEL.

PvP suggests LPC issue guidance to pharmacies to support them asking for discharge summary via NHS Mail.

**Action Point:** LPC to include guidance to pharmacies in Friday communications in the coming weeks.

It is suggested a subset of committee discuss and support JP to help move forward faster. IJ suggests PvP, FM and PkP meet with Janaka and discuss. Agreed as subset, JP to begin engagement.

Suggestion to invite PCN Leads to AGM. Committee agree.

**Action Point:** JP to call and give a personal invitation to PCN leads to invite them to the AGM on 30<sup>th</sup>. Will also contribute to PQS engagement.

RB summarises JP update and committee's desire to have tangible updates.

### **PSNC Update from Prakash (cont'd)**

PkP resumes PSNC presentation update to the committee.

The committee discuss LPC Communications.

**Action point** – RD to include a snapshot of NMS information in this week's Friday Letter and as separate message.

Queries and committee discussion following PkP's PSNC update.

RB and RD update committee on Faisal's appointments over his final two weeks with the LPC. RB updates committee on interim planning.

IJ queries GP CPCS data and RB gives an overview to the committee.

RB gives NEL comparison to the rest of London. Highlights the issues with comparison and that actions of one surgery that is doing very well can change the headline numbers.

## **Governance Review – end of year**

Committee go through the categories in Amber only.

Following recent actions, a number of categories are moved to green/purple.

Now only 6 categories in Amber, with 28 green and 6 purple. Ambers regarding engagement and finance but will improve once budget and TNAs are complete.

SS will have access from next LPC Meeting moving forward.

## **AoB**

RB informs committee of the TH contact RE smoking and services, gives committee update on conversation and their interest on LPC views for single provider contract. Ensure pharmacy is still involved and that payments are timely and adequate.

RB updates on activity data sent by TH and committee discuss what tendering may look like next year.

SS give suggestion that we ask CCA for a women candidate for diversity purposes.

RB in agreement and will put forward to CCA.

First Care Connection needs to be discussed. RB and IJ to arrange a message with Ketan as chairman of FCC.

Suggestion to invite to next LPC meeting.

Agreement for a subset of the committee to meet with Ketan in the first instance.

**Action Point:** for IJ and RB to reach out to Ketan.

PM reminder to committee to send their claims.

RB addresses the committee as this is his last meeting prior to Shilpa taking over the CEO role in January and brings the meeting to a close.

**Close**