

**DEVON LOCAL PHARMACUETICAL COMMITTEE**

**Actions arising from the meeting held on Monday 10<sup>th</sup> May 2010**

<b>Action required:</b>	<b>By whom</b>	<b>Status</b>
<b>1/517 Contractual matter – Morrisons, Exeter</b> Send response to NHS Devon	Sue	Completed
<b>1/517 Contractual matter – Boots, Plymouth</b> Send response to NHS Plymouth	Sue	Completed
<b>1/518 Secretariat Report</b> Send out website link to Chlamydia training	Sue	Completed
<b>1/521 LPC Self Assessment</b> Email out copies to members for their feedback	Sue	Completed
<b>1/522 LPC Contractor Survey</b> Reissue contractor survey results to members	Kathryn	Completed
<b>1/523 Any Other Business Asthma MUR Checklist</b> Email form to Simon Gardner, Peter Hope, Kevin Muckian and David Chapman, asking for comments before Thursday	Kathryn	Completed

## DEVON LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the meeting held on Monday 10<sup>th</sup> May 2010, 7.30 pm at Deer Park Business Centre, Haldon Hill, Kennford, Exeter.

### Members in Attendance:

Mr David Bearman (Chair)  
Mr Steve Budden  
Miss Nerys Cadvan-Jones  
Mr David Chapman  
Mr Simon Gardner  
Mr Nigel Gray  
Mr Peter Hope

Mr Andy Lawson  
Mr Chris Naidu  
Mr Stephen O'Reilly  
Mr Tony Perkins  
Mr Paul Stevens

### Observers

Mrs Brenda Taylor (Treasurer)

### In Attendance

Mrs Sue Taylor – Chief Officer  
Mr Mark Stone – Project Pharmacist  
Kathryn Jones – Secretary

### 1/511 Apologies for absence

Mr Michael Lennox, Mr Kevin Muckian, Mr Adrian Tebby

### 1/512 Welcome and Introductions

David Bearman welcomed everyone to the meeting and introductions were made. Chris Naidu was welcomed to his first LPC meeting.

### 1/513 Register of Interests

All members have completed the Register of Interests with the exception of Chris Naidu, who will complete his as soon as possible. These need to be kept up to date and members must inform the Secretariat of any changes.

Action: Details of members interests to be put on the website.

### 1/514 Minutes of the meeting held on 19<sup>th</sup> April 2010

The minutes of the meeting held on 19<sup>th</sup> April 2010 were then signed as a correct record, once alterations regarding the minute 1/510 NHS Devon Controlled Drugs had been amended.

### 1/515 Actions arising from the minutes

#### 1/495 Community Pharmacy Charter

Two visit to pharmacies had been arranged, the visit to Ilfracombe had been very successful and the prospective MP had been fully engaged. David Chapman gave a brief summary of the event.

#### 1/505 – Secretariat Report

Mark Stone had spoken to Dr Lockerbie regarding the South Devon PBC Consortia.

#### 1/506 – EPS Release 2

Mark Stone is preparing a two page brief, rather than an article for the next newsletter.

#### 1/510 – Any Other Business – Torbay Decommissioning of LES

The matters raised had been discussed and will be raised at the next Torbay Sub-Committee and the Torbay Care Homes Review meeting which Karen O'Brien and Mark Stone are attending.

**1/516 Finance Report month end 30<sup>th</sup> April 2010**  
**A verbal report was given by Sue Taylor.**

A short presentation was made regarding LPC finances. The LPC levy is 15p per £100 of NHS contractor income relating to drugs reimbursement and associated remuneration. There was some concern expressed relating to the projected year end overspend. Members were reminded that the LPC is not a business and therefore showing a deficit in the budget does not have the same effect as on a company. Andy Lawson pointed out that the Finance Sub-Committee monitors spend and scrutinize the accounts each month and would be able to react quickly if it could be seen an overspend was going to happen.

**1/517 Contractual Matters**

**Morrison's, Prince Charles Road, Exeter – Full consent**

The following members declared an interest and left the meeting.

Nerys Cadvan-Jones, Simon Gardner, Nigel Gray, Andy Lawson and Stephen O'Reilly

It was noted that the neighbourhood in which Morrison's Store was had already been defined by the Appeals Authority on a previous occasion. Day Lewis has a current application in the neighbourhood which has recently been granted an extension of time to open. The Morrison's application is for a standard application and not 100 hours.

It was agreed that the application was neither necessary nor desirable and the meeting felt there was no reason to support the application.

**Action: Response to be sent to NHS Devon.**

**Boots the Chemist – 100 hours (exempt) application for preliminary consent**

The following members declared an interest and left the meeting.

David Bearman, Nerys Cadvan-Jones, Simon Gardner, Nigel Gray, Peter Hope, Andy Lawson, Stephen O'Reilly and Tony Perkins.

The application had been completed correctly and the members present at the discussion could see no reason not to support the application.

**Action: Response to be sent to NHS Plymouth**

**1/518 Secretariat Report**

**NHS Plymouth – CHUMs report.**

The meeting was informed that there had been good feedback regarding pharmacies. Nursing homes included positive feedback about pharmacies as well.

It was noted that Nerys Cadvan-Jones had been unable to access the online training package referred to in the report of Devon Chlamydia Screening Steering Group. Sue informed the meeting that Iain Mellis had confirmed there was a budget available to continue the service for 2010-11, but this would be focused on cores services, i.e. primary care, pharmacies and contraceptive services.

Torbay Care Trust will be rolling out Chlamydia screening and treatment to the highest EHC pharmacy providers which would total 10 or 11 pharmacies.

**Actions: Sue to send out link to LPC members**

**1/519 Pharmaceutical Needs Assessment – South West Event**

At the recently held PSNC new members day that the PNA will be a crucial piece of work for LPCs to be involved in over the next six months. There are a core set of tasks LPCs must undertake. The consultation will be in the autumn, each PCT must sign the PNA off by 1<sup>st</sup> February 2011.

The three PCTs in Devon are establishing a working group with officers, David Bearman and Sue. The first meeting is due to be held shortly. It will be necessary for the LPC to be consulted on six PNAs, these include

Cornwall, Somerset and Dorset as well as the three for Devon. The LPC will be involved at core group level. PNAs have two purposes; to be used as a commissioning tool and market entry (the regulations for which have not been finalized).

Once the questionnaires have been produced, they will be taken out to LPC locality forums.

Currently Devon is in breach of regulations as it is a statutory requirement to have a map of controlled localities. A short discussion was held and members were asked to consider this matter.

**1/520 PSNC new members day**

Each member was asked for a key message that had been picked up at the event. A summary of the main points is attached as an appendix to these minutes.

**1/521 LPC Self Assessment**

Members were shown the PSNC framework for the LPC Self Assessment which had been completed by Sue to reflect the previous committee's assessment. The main areas for improvement had been shown to include the line management arrangements for the employees of the Devon LPC; and integration with practice based commissioning and pathway design.

Action: Email out to members for their feedback.

**1/522 LPC Contractor Survey**

Mark reported that 79 responses had been received which equated to 64% from multiples. There is a need to follow up requests for visits and a substantial number want to work with the LPC. The LPC needs to consider how to respond to these requests.

Action: Reissue contractor survey results to members

**1/523 Any Other Business**

Asthma MUR Checklist

Karen O'Brien asked for the proposed checklist which had been prepared in the Secretariat, to be emailed out for comments

Action: Email out to Simon Gardner, Peter Hope, Kevin Muckian and David Chapman.

The meeting closed at 9.45 pm

**Date of the next meeting – Monday 14<sup>th</sup> June 2010 at the Deer Park.**

**Signed .....**      **Date.....**

**New Members Day**  
**Comments received from members regarding key issues**

<b>Name</b>	<b>Key Issues</b>
<b>Steve Budden</b>	<b>Background information on how an LPC works; major responsibility of being a member</b>
<b>Nerys Cadvan-Jones</b>	<b>Balancing support to contractors, not giving disproportionate amount of support to non performing pharmacies.</b>
<b>Nigel Gray</b>	<b>Structure, roles and responsibility. Networking.</b>
<b>Peter Hope</b>	<b>To be clear about our strategy and what we want to achieve. Transparency.</b>
<b>Chris Naidu</b>	<b>Accountability</b>
<b>Karen O'Brien</b>	<b>Here for our contractors. Finances.</b>
<b>Stephen O'Reilly</b>	<b>Committee working for contractors. Accountability</b>
<b>Anthony Perkins</b>	<b>Importance – roles of engagement. PNAs importance and changes to contract applications. Incentivising collections service.</b>

**Contractor Communications Survey Summary of responses**

**79 replies received – 600 sent out**

**64% of replies from multiples**

**91% felt the LPC represented contractors appropriately**

**General Feedback – “Thank you for being there, your professionalism is really appreciated.”**

**“How do you feel about the LPC?”**

94% felt the LPC was supportive, 95% felt the LPC was helpful.

When LPC was contacted 97% said we had addressed their need.

**Reasons for contacting the LPC**

30% contractual issues, 30% training, 27% contract requirements

**What can the LPC do more of?**

Mostly training and development events, and getting more services commissioned.

QUOTE – “Devon is the best by far” “Devon LPC is doing a fine job, but publicise how you can help us”

“They do a good job in demanding times.”

**Newsletter**

86% rated as above average or excellent

37% would not like to receive the newsletter electronically

QUOTE – “ Excellent, it is helpful to be updated on all pharmaceutical matters” “Relevant and informative” “Keeps me up to date”.

**Website**

30% of people who responded never used the website

28% of responders use the news and 29% online resources

Ideas for website content – Would be helpful to have PCT communication letters on the site and also a locum list.

**LPC Forums**

62% of responders attended forums

QUOTE – Almost all said along the line of “Chance to learn from colleagues and picking up the latest information. “Good updates, great to meet other pharmacists”.