

# Hampshire & Isle of Wight LPC

SUPPORTING LOCAL COMMUNITY PHARMACY

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## MINUTES OF LPC MEETING

19<sup>th</sup> May, 2016

Holiday Inn, Winchester

**Present:**

LPC Members (listed in alphabetical order):

Paul Bennett	LPC Chief Officer
Anjella Coote	LPC Member & Vice Chair (CCA, Boots)
Debby Crockford	LPC Member (CCA, Rowlands)
Paul Eyles	LPC Member (CCA, Boots)
Clare Hoy	LPC Member (CCA, Rowlands)
Arun Sharma	LPC Chair (Independent)
Marilyn Stapleton	LPC Member (CCA, Lloyds)
Davinder Virdee	LPC Member (Independent)
Gary Warner	LPC Member (Independent) (2pm onwards)
Peter Woodward	LPC Member & Finance Officer (CCA, Boots)
Zulfikar Kermali	LPC Member (CCA, Sainsburys)
Jo Addison	LPC Office Manager

16/05/01	<b>Chairs Welcome</b>  Arun Sharma welcomed the committee members to the meeting.	
16/05/02	<b>Apologies for Absence were received from:-</b>  Alan Greer                      LPC Member (AIMp, Day Lewis) (proxy – Clare Hoy) David Parker                    LPC Member (Independent) (proxy – Zulfikar Kermali) Gary Warner                      LPC Member (Independent) Morning (proxy – Chair)	
16/05/03	<b>Declaration of Interest</b>  There were none.	
16/05/04	<b>Appointment of Chairman, LPC Officers &amp; sub-committee Chairs</b>  Following invitation from the Chief Officer, nominations were invited for the Position of Chair and subsequently for the Officer positions and sub-committee membership.  The following appointments were made in accordance with the	

	<p>requirements of the Constitution and observant of the Governance Procedures:</p> <p><b>Chair</b> – Debby Crockford  <b>Vice-Chair</b> – Anjella Coote  <b>Finance Officer</b> – Peter Woodward  <b>Deputy Finance Officer</b> – Arun Sharma</p> <p><b>Service Development Sub-committee:</b>  <b>Chair</b> – Marilyn Stapleton  Gary Warner  Peter Woodward  (fourth member to be confirmed)</p> <p><b>Governance Sub-committee:</b>  <b>Chair</b> – Debby Crockford  Alan Greer  Paul Eyles  Davinder Virdee</p> <p><b>Remuneration Sub-committee:</b>  <b>Chair</b> – Debby Crockford  Arun Sharma  Paul Eyles  (fourth member to be confirmed)</p> <p><b>Control of Entry Sub-committee:</b>  <b>Chair</b> – David Parker  Zulfikar Kermali  Paul Eyles  Davinder Virdee  Arun Sharma</p>	
16/05/05	<p><b>Minutes of the previous meeting on 17<sup>th</sup> March, 2016</b></p> <p>The Minutes of the previous meeting were approved and signed by Arun Sharma.</p>	
16/05/06	<p><b>Matters arising from the Minutes and Action Update</b></p> <p><u>AGM Replacement Brainstorm</u> – It was agreed that this year's AGM will be a virtual meeting and the funds normally used could be used to host an LPC Awards event. Debby and Marilyn will discuss options and recommend to the committee at its next meeting.</p> <p>The remaining actions are covered in the Chief Officer's Report.</p>	DC/MS
16/05/07	<p><b>Chief Officer's Report</b></p> <p><u>Media Training</u> – Two additional local contractors have been identified who are willing to act as media trained spokespeople, they are Keith Seston and James Tibbs. The next Media training session to be run by PSNC is in September and Paul is seeking alternative options which may be sooner</p> <p><u>Provider Company</u> – There has been slow progress as John Zucker is still awaiting some signed NDA documents. Debby Crockford confirmed that Rowlands had had sight of the proposals and she will chase up with their</p>	DC

	<p>Company Secretary a compare &amp; contrast document that will be shared with the Chief Officer</p> <p><u>Campaign Progress</u> – Due to the unavailability of MPs before the campaign cut-off date of 24<sup>th</sup> May, the proposed follow-up dinner with George Hollingbery will now just be a meeting with Paul and Arun at George's constituency home. It is now acknowledged that the majority of the H&amp;IOW's MPs are likely to show support for the Government position (notably on the Access Scheme. Paul has written to all the Chairs of the Health and Wellbeing Boards to raise awareness and also met with local Healthwatch representatives.</p> <p>The LPC's submission in response to the formal consultation has been finalised and once agreed with the Committee will be submitted.</p> <p>Davinder raised concerns about the impact of these proposals on independent pharmacies and asked what the LPC can do to help them through this difficult period. It was agreed to form discussion groups later in the day to tackle this issue.</p> <p><u>MUR Training</u> – The Committee agreed to fund a further training session in the north of the patch.</p> <p><u>HLP Program Development</u> – HCC has now confirmed that they are not in a position to release the seconded resource to support the LPC's HLP work. It was agreed that the HCC grant funding could be used to recruit and appoint this role by using an external recruitment agency. Paul to progress.</p> <p>The LPC has a reserve of funds allocated for HLP development and Debby suggested utilising this money in more creative ways, e.g. webinars and podcasts – which would reach more contractors. It was suggested that Solent University students (used for Think Pharmacy productions) might be interested in helping produce these. Anjella expressed her frustration at the slow progress of a national roll out of the HLP Program. It was agreed that Debby and Anjella would form a Task &amp; Finish Group to pull together ideas for HLP promotion. Jo to continue her efforts to get a date in the diary for the HLP Board Development day, which have been hampered by the unavailability of the HLP Board Chair, due to her University examination commitments.</p> <p><u>Pharmacy Urgent Repeat Medicine Service (PURMS)</u> – The Committee agreed to accept the terms of the proposed Wessex PURM proposal of £15 +£2 fee subject to an acceptable final draft specification being shared with the Chief Officer</p> <p><u>ONPOS</u> – Discussion took place to assess the pros and cons of pharmacies delivering this service. It was decided not to endorse the F&amp;G and SEH CCGs proposal. Paul to feed back the Committees concerns to the CCG</p>	<p>PB</p> <p>PB</p> <p>DC/ AC</p> <p>JA</p> <p>PB</p>
16/03/08	<p><b>Campaign Update and Consultation</b></p> <p>A discussion on the back of a detailed report from the Chief Officer concerning the activities undertaken since the last meeting took place. The committee remains extremely concerned with the Governments proposals and recognises that this is likely to be a longer term campaign.</p>	

16/05/09	<p><b>Finance Officer's Report</b></p> <p>With the accounts for the 2015-16 financial year nearly finalised the committee had income 1% below predicted and expenditure was 26% below the budget, this being due to lower than expected expenditure on resources (including staff appointments) in support of Service Development, Communication and Stakeholder Engagement. The result was a surplus of £67,600 for the year and retained income increasing to £341,560.</p> <p>Some suggested plans to utilise some of the retained income are:</p> <ul style="list-style-type: none"> <li>• Running another Repeat Dispensing event for Portsmouth and SE Hampshire contractors</li> <li>• SCR rollout support events</li> <li>• MUR/NMS Service events etc</li> </ul>	
16/05/10	<p><b>Sustainable Transformation Planning in H&amp;IOW</b></p> <p>Paul presented an overview of Sustainable Transformation Planning, currently being undertaken in 44 "footprints" across England. He asked the committee to consider how best to influence the thinking of those charged with producing the plan.</p> <p>The Chief Officer will continue to engage with the NHS Leadership team progressing the STP development and call for greater recognition of community pharmacy. The CO to keep the Committee informed.</p>	<p>All</p> <p>PB</p>
16/05/11	<p><b>Service Development Report &amp; Recommendations</b></p> <p>Richard Buxton, our new Professional Services Development Manager (PSDM), presented to the committee an overview of his new role. The key points are:</p> <ul style="list-style-type: none"> <li>• Support and listen</li> <li>• Develop. Pilot and commission</li> <li>• Engage and enable</li> <li>• Progress opportunities and deliver</li> <li>• Create and sustain momentum</li> <li>• Enhance Community Pharmacy's profile and reputation</li> </ul> <p>Richard described his initial activities since taking on the PSDM remit and his plan of action as agreed with the Chief Officer. He will present a services micro strategy at the next LPC meeting having met with key stakeholders and reviewed the commission intent documents of each CCG and other commissioners.</p> <p>Richard asked if one of the committee members could volunteer for the Southampton City CCG 6<sup>th</sup> June Engagement event on the forthcoming tender on Behavioural Change Service, as he will be holiday. He will circulate the details.</p> <p>The committee agreed that the LPC should support the proposed IOW CCG enhanced MUR service for pain.</p> <p>A copy of Richard's presentation is below:</p> <p><a href="http://hampshirelpc.org.uk/node/683">http://hampshirelpc.org.uk/node/683</a></p>	<p>RB</p> <p>RB</p>

16/05/12	<p><b>Patient Safety Collaborative Update</b></p> <p>Tracy Broom, Associate Director of the Patient Safety Collaborative, updated the committee with the progress of the PSC.</p> <p>Invitation was invited from the Committee to engage with the work of the PSC. Tracy talked about the use of the ARISE model for establishing patient representative input to work-stream activity and offered to share this with the Chief Officer. Committee member involvement in the primary care work-stream of the PSC was also invited.</p> <p>The Patient Safety Support Fund (up to £5000 available) was referenced and the LPC was invited to bid /encourage others to bid for funding in support of a patient safety initiative. Members to consider what local initiatives they are aware of within community pharmacy that might be relevant. Her presentation is below:</p> <p><a href="http://hampshirelpc.org.uk/webfm_send/4310">http://hampshirelpc.org.uk/webfm_send/4310</a></p> <p>Paul agreed to share the slides with Pharmacy Voice and the Patient Safety Forum Chair</p>	<p>All</p> <p>All</p> <p>PB</p>
16/05/13	<p>As Gill Honeywell was unable to attend and present on Motiv – the committee used the time to debate how the LPC could support contractors in the light of the government funding cuts. The committee split into two groups and considered the following two questions:</p> <ol style="list-style-type: none"> <li>1. What will we do as an LPC to support Contractors?</li> <li>2. What are the enablers and barriers to removing pharmacists from the prescription production chain?</li> </ol> <p>Outputs:</p> <ul style="list-style-type: none"> <li>• Group A Q1 <ul style="list-style-type: none"> <li>○ Service support activities</li> <li>○ Informing/awareness of issues</li> </ul> </li> <li>• Group B Q1 <ul style="list-style-type: none"> <li>○ Need to create an exemplar (ensure services are delivered)</li> <li>○ Send sheet to contractor (labelled private) for them to share with their teams</li> <li>○ LPC should drive support for PSNC questionnaire on the Social Capital of Community Pharmacy (link to survey)</li> </ul> </li> <li>• Group A Q2 <p>Barriers are:</p> <ul style="list-style-type: none"> <li>○ law and regulation</li> <li>○ IT</li> <li>○ Culture</li> <li>○ Threat of loss of income</li> </ul> <p>Enablers are:</p> <ul style="list-style-type: none"> <li>○ Specialise (expanding of pharmacy role)</li> <li>○ Education</li> </ul> </li> <li>• Group B Q2 <p>Barriers are:</p> <ul style="list-style-type: none"> <li>○ SOPs</li> <li>○ Deliveries</li> <li>○ Habits</li> </ul> <p>Enablers are:</p> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ De-criminalisation sorted</li> <li>○ Balancing</li> <li>○ PRM systems</li> </ul>	
16/05/14	<p><b>LPC Reports</b></p> <p><u>PSNC Update</u> – Gary gave the committee an update on PSNC's Campaign activity, details of the cuts to Category M pricing and the Hub and Spoke consultation. He encouraged the use of the on-line patient survey <a href="https://petition.parliament.uk/petitions/116943">https://petition.parliament.uk/petitions/116943</a> and there is a Pharmacy health checks and speed briefing event taking place on 24<sup>th</sup> May at the House of Commons for MPs. Patient groups will be visiting Downing Street with the outputs of the pharmacy counter survey – with the NPA continuing to submit completed forms until June.</p> <p><u>Market Entry</u> – Nothing to report.</p> <p><u>Service Development</u></p> <ul style="list-style-type: none"> <li>• Southampton City Council – supervised consumption/needle exchange service – if contractors are currently delivery the service it was recommended they continue to do so but start-up costs may not make it a viable new service.</li> <li>• Quit 4 Life – pilot for 6 months (£5 referral fee) was discussed and the Committee gave its support to progress with the novel 3-tier pilot scheme. Paul to progress with the Q4L team.</li> </ul> <p><u>Governance</u> - The committee have considered the level of remuneration paid for Control of Entry work. The LPC identified payments made by other LPCS and the conclusion is that the backfill for this work should be at the standard £25 rate rather than an enhanced premium.</p> <p><u>Remuneration</u> – Nothing to report</p>	PB
16/05/15	<u>AOB</u> – There was none.	
16/05/16	The meeting closed at 4.30pm.	
	<p><b>Dates of Next Meetings</b></p> <p><b>Future LPC Meeting dates and venues for 2016:</b></p> <ul style="list-style-type: none"> <li>• <b>14<sup>th</sup> July, 2016</b> – Chilworth Manor, Southampton, SO16 7PT (change of venue)</li> <li>• <b>22<sup>nd</sup> September, 2016</b> - Hilton Southampton, Chilworth, SO16 3RB</li> <li>• <b>November 2016</b> – Joint meeting with Dorset LPC – To be confirmed</li> </ul>	