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MINUTES OF LPC MEETING

23rd November 2017

Best Western, Chilworth Manor, Southampton SO16 7PT

Present:

LPC Members (listed in alphabetical order):

Andrew Selvaratnam	LPC Member (CCA, Superdrug)
Arun Sharma	LPC Member (Independent)
Ashley Littlewood-Miller	LPC Member (CCA, Boots)
David Parker	LPC Member (Independent)
Gary Warner	LPC Member (Independent)
Jose Aguiar	LPC Member (CCA, Lloyds)
Mark Ireland	LPC Member (CCA, Boots)
Michael McWhirter	LPC Member (AIMp, Day Lewis)
Peter Woodward	LPC Member (CCA Boots)
Robyn Kelly	LPC Member (CCA, Lloyds)
Roshni Simmonds	LPC Member (CCA, Rowlands)
Deborah Crockford	LPC Chief Officer
Richard Buxton	LPC Professional Services Development Manager
Skye White	LPC Office Manager

17/11/01	<p>Chairs Welcome & Requests for AOB</p> <p>A Littlewood-Miller (Chair) welcomed everyone to the meeting. All committee members introduced themselves. A warm welcome back to Roshni Simmonds</p> <p>Item for AOB – Provider Company Governance COPD Project Money Election 2018</p>	
17/11/02	<p>Declarations of Interest</p> <p>There were none.</p>	
17/11/03	<p>Apologies for absence & nominations of proxy votes</p>	

	<p><u>CPSC Election 2018</u> – Communication to all independent contractors will start on Wednesday 29th November</p>	SW
17/11/07	<p>Governance Report</p> <p>M Ireland and D Crockford reviewed the LPC arrangements against the latest PSNC LPC Governance checklist and presented the committee with a list of conclusions and recommendations.</p> <p>The committee voted unanimously to accept the conclusions / recommendations presented.</p> <p>D Crockford to write formally to each sub-committee chair requesting they update their terms of reference. Standard templates to be requested from the PSNC.</p> <p>All sub-committee chairs to work with their committee and CPSC to review and if necessary update their committee's Terms of Reference, which will then be approved by the full committee at the January 2018 meeting and published on the CPSC website.</p> <p>CPSC Committee meeting agendas to be loaded on to CPSC website.</p> <p>D Crockford to sign new confidentiality agreement as the CO.</p> <p>D Crockford to provide NHS England with an updated copy of the LPC constitution and, as a matter of good practice, the governance principles. D Crockford to re-issue with the new LPC branding.</p> <p>Pharmacy Integration Meeting - Attended by M Ireland and G Warner. The key message received was that the NHS remained committed to delivering the NHS Five Year Forward View and the absolute priority for pharmacy, across primary and secondary care, was delivery of the Medicines Value Programme.</p> <p>It was also made clear that the Pharmacy Integration Fund was to be spent across the NHS to enable better access and delivery of pharmaceutical care to patients as part of multidisciplinary working, not just in community pharmacy</p> <p>It was announced at the event that the NUMSAS pilot will be extended for another 6 months (to Oct 2018) and that the PhIF fund would focus on creating and enhancing pharmaceutical care in locations where it was needed (NHS 111 clinical hubs, pharmacists working in GPs, pharmacists working in Care Homes). There was also a desire to "Channel Shift" demand away from expensive out of hours care to community pharmacy where appropriate, NUMSAS is a clear example, as well as the Community Pharmacy Referral Service pilot that is to be launched in the North East of England at the start of December.</p>	<p>DC</p> <p>ALL</p> <p>RB/ SW</p> <p>DC</p> <p>DC</p>

<p>17/11/08</p>	<p>CPPE Update & Support for Community Pharmacy</p> <p>Sue Carter, Regional Tutor (Hampshire and Isle of Wight) from Centre for Pharmacy Postgraduate Education came to update the committee on what she and her team are working on and can offer community pharmacy.</p> <p>A copy of the presentation will be available to all CPSC committee members on the website.</p>	
<p>17/11/09</p>	<p>Leadership Development</p> <p>Deborah Evans, Director of Pharmacy Complete, facilitated a training session with the committee members to help clarify where the LPC is and what good looks like and how we can develop ourselves and meet contractors' needs.</p>	
<p>17/11/10</p>	<p>LPC Reports</p> <p><u>PSNC Update</u> G Warner updated the committee with all the latest PSNC news.</p> <p>Flu – Over 1 million flu immunisations administered this year to date. 2016 there was a final total of 967,000.</p> <p>Social Care Workers Vaccination Programme – this programme went live on Monday 20th November 2018; so far, only 252 vaccinations had been recorded on PharmOutcomes. The committee felt that this was because many had already received vaccinations as part of their employers' programme.</p> <p>Quality Payments – Deadline is close approaching. It is not expected to see the same degree of uptake as last time.</p> <p>NUMSAS – still not rolled out over the country, it has been extended for another six months.</p> <p>Sue Sharp is leaving PSNC, the interview process for her replacement continues.</p> <p>G Warner attended a planning meeting at the beginning of November, it was one the best meetings he has attended.</p> <p><u>Market Entry</u> Day Lewis, East Anton application has been refused. An oral hearing had been set and D Virdee and D Crockford attended.</p> <p>The committee confirmed that the CPSC should be commenting on all applications.</p>	

	<p><u>Service Development</u> Already covered in R Buxton's Services report.</p> <p><u>Finance Report</u> P Woodward presented his report to the committee and reported the finances are now matching the budget set in April 2017.</p> <p>P Woodward to meet with D Crockford to review the budget for 2018/19.</p> <p><u>Remuneration</u> Nothing to report.</p> <p><u>PNA</u> IOW – is due out Portsmouth – out for comment Southampton – out for comment Hampshire – out for comment</p>	PW/ DC
17/11/11	<p><u>Professional Services Update</u></p> <p>For this meeting, R Buxton updated the committee on his activities during the previous two months by both written and verbal reports.</p> <p>R Buxton has recently had a shift in focus to the CPSC website, his focus will now return to service development.</p> <p><u>Diabetes Project</u> – Pilot expected to start in August, in line with the start of the next academic year. The hope is that NHS England South (Wessex) will fund 50% with the other 50% being funded from academia. The money from the NHS needs to be received before the end of this financial year and stored in the CPSC Grant Account.</p>	
17/11/12	<p><u>AOB</u></p> <p><u>Provider Company - Governance</u> – Covered in M Ireland's report under Governance</p> <p><u>COPD Project Money</u> – There is money remaining in the Grant account allocated to the, now completed, COPD project. The £733.91 to be moved to the Diabetes project</p> <p><u>CPSC 2018 Election</u> - The process is underway, we are following the schedule. CCA have confirmed they will take up all their 8 seats. AIMp will take up their 1 seat.</p> <p>A communication will be emailed out to all independents, regarding the 4 independent seats, on Wednesday 29th November and all nomination forms are due back by 12 noon on the 22nd January 2018.</p> <p><u>LPC Conference</u> – Attended by M Ireland, D Virdee, D Crockford and G Warner. All attendees confirmed it was a worthwhile conference.</p>	PW



	<u>CPSC Awards Event.</u> – The CPSC Annual Awards Event will be held on the 11 th July 2018 at the Best Western, Chilworth Manor, Southampton	
17/11/13	Meeting Close The meeting closed at 4:40pm.	
	Dates of Next Meetings Future LPC Meeting dates and venues for 2018: <ul style="list-style-type: none">• 25th January 2018 – Holiday Inn Winchester, SO21 1HZ• 22nd March 2018 – Holiday Inn Eastleigh, SO50 9PG• 24th May 2018 – Chilworth Manor, SO16 7PT• 11th July 2018 - CPSC Awards Chilworth Manor SO16 7PT• 19th July 2018 – Holiday Inn Winchester, SO21 1HZ• 20th September 2018 – Holiday Inn Eastleigh, SO50 9PG• 22nd November 2018 – Chilworth Manor, SO16 7PT	