

Hampshire & Isle of Wight LPC

SUPPORTING LOCAL COMMUNITY PHARMACY

Chairman:

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MINUTES OF LPC MEETING

21st September 2017

Doubletree By Hilton, Chilworth

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)
Davinder Virdee	LPC Member (Independent)
Gary Warner	LPC Member (Independent)
Jose Aguiar	LPC Member (CCA, Lloyds)
Michael McWhirter	LPC Member (AIMp, Day Lewis)
Peter Woodward	LPC Member (CCA Boots)
Robyn Kelly	LPC Member (CCA, Lloyds)
Sri Potta	LPC Member (CCA, Boots)
Deborah Crockford	LPC Chief Officer
Richard Buxton	LPC Service Development Manager
Skye White	LPC Office Manager

17/09/01	Chairs Welcome & Requests for AOB A Littlewood-Miller (Chair) welcomed everyone to the meeting. All committee members introduced themselves. A warm welcome to the two new Committee members, S Potta and R Kelly. Item for AOB – Provider Company Whistleblowing Medicines that should not be allowed on prescription Supporting local community Meeting Etiquette – A Littlewood-Miller asked all committee members to refrain from using laptops and mobile phones during presentation from guest speakers and also minimise their use for non LPC related work and activities during the LPC meeting.	ALL
17/09/02	Apologies for absence & nominations of proxy votes Mark Ireland LPC Member (CCA, Boots) – no proxy vote	

	Roshni Simmonds LPC Member (CCA, Rowlands) – no proxy vote	
17/09/03	<p>Declarations of Interest</p> <p>There were none.</p>	
17/09/04	<p>Minutes of the previous meeting on 13th July, 2017</p> <p>These were accepted and signed by A Littlewood-Miller (with a slight amendment to 17/07/11, - update of a grammar error).</p>	
17/09/05	<p>Matters arising from the Minutes and Action Update</p> <p>All matters were covered in the agenda.</p>	
17/09/06	<p>Chief Officer Report</p> <p>Strategy Report – D Crockford updated the strategy report.</p> <p><u>LEAD</u></p> <p><u>Leadership</u> – At the last meeting it was highlighted this was an area that needed developing within the committee. D Crockford met with Deborah Evans, Director of Pharmacy Complete to explore ways of addressing this. D Evans has offered to facilitate a session with the committee members to clarify where the LPC is and what good looks like and how we can develop ourselves and meet contractors' needs. The cost is £350 + VAT for 1.5hrs at the next LPC Committee Meeting in November 2017. The committee voted unanimously to go ahead with the session. D Crockford to book it.</p> <p><u>Identify a LPC representative to attend the STP IT group</u> – D Crockford will be the LPC representative with G Warner supporting her.</p> <p><u>Transforming and Innovation</u> – D Crockford attended the transformation workshop re sexual health on the IOW. There was a positive reception to the idea of extending the service offering in community pharmacy, but the Public Health budget has been severely cut.</p> <p>D Crockford presented at the TCAM launch in Soton. Clare Howard presented the national perspective. James Allen presented from UHS. One third of contractors in Southampton are still to provide any NMS, so this is seen as the biggest opportunity. The TCAM meeting in Southampton attendance was outstanding.</p> <p><u>Southampton / Portsmouth public health strategy</u> - Jason Horsley attended the June 2017 meeting. He presented the three options to update the EHC service and it was agreed that in Southampton the service would only be available to those under the age of 25 years.</p> <p><u>CAMHS</u> – There has been a series of presentations with the LPC graphics attached to it. Sue Carter is presenting around the country. There has been no further update at this point.</p> <p>The IOW showed real interest and appreciated the value of such a service but the funding is a challenge. There is a three way meeting with R Buxton, Dr Emma Blake (Paediatric mental health consultant & designated safe guarding doctor on the Island) and Tracey Green (Pharmacy mental</p>	<p>DC</p> <p>RB</p>

	<p>health team leader at St Marys) later in the year.</p> <p><u>BE EFFECTIVE</u></p> <p><u>Effective</u> – PSNC is holding a leadership day next week, P Woodward is not able to attend, and D Crockford will attend.</p> <p>D Crockford will arrange individual meetings with S Potta and R Kelly,</p> <p><u>Evaluate Performance</u> – New assessment should be done as a baseline when new committee formed next Spring.</p> <p><u>SUPPORT TEAMS</u></p> <p><u>Provider Company</u> – D Crockford attended the first meeting of the Association. A committee was formed and officers elected. The LPC stepped away at this meeting.</p> <p>The LPC has seen no further action from the provider company. Carol Trower got in touch with the Chair and asked if they had had any further meetings and there has not been any at this point in time.</p> <p>A Sharma to send S White an email with regards to joining the provider company. S White to forward it onto J Zucker.</p> <p>S White to send G Warner a list of all the provider company members.</p> <p><u>Rebranding of the LPC</u> – D Crockford has been in contact with Frank Design and designated the 11th October 2017 as the Go Live date for the new website. All the new stationery has been received. R Buxton will spend the next two weeks working on the new website,</p> <p><u>Enhance Community Skills</u> - R Buxton and D Crockford met with Sue Carter from CPPE to discuss options with regards to training.</p> <p>It is hoped that an HLP folder will be funded by NHSEW. They would not provide an actual folder, rather just the printed pages. D Crockford has the option to include relevant local content.</p> <p><u>NUMSAS</u> – It is recognised that it is a more challenging service but the LPC will continue to encourage pharmacies to sign up. It will remain rated amber.</p> <p>R Buxton to re-send out communication to all contractors.</p> <p><u>CPWA Leads Align</u> - D Crockford met with the Dorset CO and proposed that we have a Wessex programme. The new system is planned to start in April 2018. Everything will be co-ordinated centrally. There will be 4 meetings a year. The Academy Leads will be responsible for maximising meeting attendance.</p> <p>It will be necessary to apply for the new Academy Lead roles. D Crockford to follow this up.</p> <p><u>BUILD RELATIONSHIPS</u></p> <p><u>MPs</u> – Received positive noise from Stephen Brine, Member for Winchester,</p>	<p>DC</p> <p>DC</p> <p>AS / SW</p> <p>SW</p> <p>RB</p> <p>RB</p> <p>DC</p>
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	<p>to attend an LPC meeting in the future. Zoe from PSNC shared information with D Crockford.</p> <p>Bob Seely, MP for the IOW – R Buxton and D Crockford met with him on the afternoon of the 30th August on the IOW. They spent an hour with him.</p> <p>George Hollingbery MP for Meon Valley requested a meeting in September after D Crockford officially starts. S White has sent a meeting request to his office.</p> <p><u>MAXIMISE OPPORTUNITY</u></p> <p>D Crockford has been working with the LPN to finalise the Dementia Friendly framework for Wessex pharmacies. The plan is to provide training events in January 2018 and achieve status by the end of March 2018.</p> <p>Pharmacies would receive £500 from NHSEW, £150 for attending the training and £350 when the pharmacy is declared Dementia friendly. Julia Booth is keen to build on the dementia element of the Quality Payments. There will be six training meetings across our patch, provided by NHSEW. D Crockford to attend all.</p> <p><u>EPS / ERD Support</u>– Patrick Leppard declined a more permanent arrangement with the LPC but is happy to continue what he is doing with AHSN in association with the LPC.</p>	
17/09/07	<p>Professional Services Update</p> <p>For this meeting, R Buxton updated the committee on his activities during the previous two months via a verbal report, as agreed with the CO.</p> <p><u>Awards Event</u> - has been put onto the current website and will move it to the new website</p> <p><u>HYP0 Project</u> – Completed by Deb Evans. The Hypo pack has been updated and can be used as a training aid.</p> <p><u>Diabetes Project</u> – The scoping has finished. West Hampshire CCG has stepped away due to lack of funding. The plan is that there will be 15 sites across Hampshire. There is potential for funding from NHSEW and academia thereby removing the need to seek funding from Pharmaceutical companies.</p> <p><u>Smoking referral service</u> – The new service will be available to all pharmacies in Southampton who have demonstrated good delivery on the previous service and/or are deemed to be in a high priority area. Payments are structured as: £5 – for referral £5 – if referral has quit after 4 weeks £5 - if referral is still a quit after 12 weeks £5 – if the referred client is pregnant. The service will be claimed using PharmOutcomes.</p> <p>R Buxton will be arranging the necessary communications.</p> <p><u>TCAM</u> – R Buxton thanked D Crockford for attending the TCAM event in his absence. R Buxton to put an update on the website. There will be a revue</p>	<p>RB</p> <p>RB</p> <p>RB</p>

	<p>meeting at the end of November. It will celebrate and showcase the first 100 referrals, with an opportunity to share best practice and examine any potential improvements to the system.</p> <p><u>Flu</u> – Comms started six weeks ago. You can hear the advertisement on Heart, Smooth and Capital Radio between 11 Sep and 12 Oct. The LPC has received several reports of friction between Pharmacy and GP surgeries in relation to the flu service. Please send any relevant information to D Crockford, who is liaising with all concerned parties.</p> <p>R Buxton plans to work on the new website for the next couple of weeks, preparing it for launch, and will continue to send flu messages out.</p>	RB
17/09/08	<p>Finance Report</p> <p>P Woodward presented his report to the committee and reported the levy has been reduced to £19, 729.94, a reduction of £8000 per month. We should see the bank balance hit the lower limit within 12 months.</p> <p>There is money in the Grant account allocated to the COPD project, the committee needs to decide what to do with this money.</p>	ALL
17/09/09	<p>Clinical Lead for Medicines Optimisation AHSN presentation</p> <p>Clare Howard, Clinical Lead for Medicines Optimisation came to update the committee on what she and her team are working on.</p> <p>Wessex is the leader in medicines optimisation. Wessex covers Hampshire, IOW and Dorset.</p> <p>Clare covered three main areas:</p> <ol style="list-style-type: none"> 1. Transfer of care around Medicines (TCAM) 2. Electronic Repeat Dispensing 3. Polypharmacy 	
17/09/10	<p>Formal AGM</p> <p>The Hampshire & IOW LPC AGM was held at 1:00pm. The Chair, Ashley Littlewood-Miller, declared that the LPC had not received any votes against acceptance of the accounts.</p> <p>There were no contractors in attendance and the AGM was closed at 1:15pm.</p> <p>The final version of the LPC Annual Report for 2016/17 can be viewed on the Hampshire and IOW LPC website.</p>	
17/09/11	<p>Homeless Project</p> <p>Michael Leech, Senior Lecturer at the University of Portsmouth was to present on the Homeless project he is working on but was unfortunately unable to make the meeting.</p>	
17/09/12	<p>PSNC Coaching and Mentoring Training day update.</p> <p>M McWhirter updated the committee on the PSNC Coaching and</p>	

	<p>Mentoring training he attended in July. Michael distributed a handout to all committee members.</p> <p>It was suggested that all members within the committee buddy up with another member to help each other with mentoring. It was then decided that D Crockford would set up a WhatsApp Group for the LPC.</p>	DC
17/09/13	<p>LPC Reports</p> <p><u>PSNC Update</u> G Warner updated the committee with all the latest PSNC news.</p> <p><u>Supply Issues</u> - A wholesaler was unable to supply a particular item for four days. Competitors on the IOW helped each other out on this occasion. The risk of Solus arrangements has been highlighted for the previous six years.</p> <p>There is a precarious supply situation for a large number of generics following the inspections at Bristol and Dr Reddy's.</p> <p>PSNC have posted a message on their website concerning this situation at: http://psnc.org.uk/our-news/generic-shortages/</p> <p>The PSNC Dispensing & Supply Team is motivated, hard-working and fully occupied dealing with concession prices. In order to make the system work they need feedback from contractors on the prices they are paying for product trading at above the DT price using the form on their website, which allows them to gather the data they need to make evidenced applications to the DH for concession prices.</p> <p>The form can be found on the PSNC concession price page: http://psnc.org.uk/dispensing-supply/supply-chain/generic-shortages/</p> <p>Once the price concessions are agreed, the website is updated and an email alert sent to all PSNC email newsletter subscribers. Contractors can sign up to the email newsletters by visiting: http://psnc.org.uk/newsletter.</p> <p><u>Control of Entry</u> – A review of the regulations for Control of Entry has been sent out.</p> <p><u>Judicial Appeal</u> – The Judicial appeal has been lodged. The appeal will continue and the case will be heard in early spring.</p> <p><u>Margin Survey</u> – G Warner advised all to look at it.</p> <p><u>Market Entry</u> Day Lewis, East Anton has been refused. An oral hearing has been set and D Virdee will attend the hearing on behalf of the LPC.</p> <p><u>Service Development</u> Already covered in R Buxton's Services report.</p> <p><u>Governance</u> No meeting held. The incoming Chief Officer contacted M Ireland to review the Governance documentation, freshen it up and make some</p>	<p>ALL</p> <p>DV</p> <p>MI /</p>

	<p>minor changes. M Ireland and D Crockford to meet to discuss it further.</p> <p>Remuneration Nothing to report.</p> <p>PNA G Warner to review IOW draft, P Woodward to review Portsmouth, M Ireland to review Hampshire, TBC to review Southampton. D Crockford representing the LPC for Portsmouth and Southampton PNA meetings.</p>	DC
17/09/14	<p>AOB</p> <p><u>Whistleblowing Guardian</u> - The multiples will already have a Whistleblowing Guardian within the company. A template has been circulated for the independents to use as necessary.</p> <p>The committee voted that the LPC will offer the service of D Crockford, in the role of Chief Officer, as the Independent Contractors' Freedom to Speak up Guardian for a period of six months, after which time the committee will review the service. D Crockford to send an email out to all contractors</p> <p><u>Provider Company</u> – S White to ask John Zucker to send paperwork to A Sharma.</p> <p><u>Supporting Local Community</u> – This was covered throughout the meeting.</p> <p><u>Consultation of Medicines that should not be allowed on prescription</u> D Crockford will respond to the consultation on behalf of the LPC. All comments from the committee are to be sent to D Crockford.</p>	<p>DC</p> <p>SW</p> <p>DC</p>
17/09/15	<p>Meeting Close</p> <p>The meeting closed at 3:50pm.</p>	
	<p>Dates of Next Meetings</p> <p>Future LPC Meeting dates and venues for 2017/2018:</p> <ul style="list-style-type: none"> • 23rd November 2017 – Chilworth Manor, SO16 7PT • 25th January 2018 – Holiday Inn Winchester, SO21 1HZ • 22nd March 2018 – Holiday Inn Eastleigh, SO50 9PG • 24th May 2018 – 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 	