

# Hampshire & Isle of Wight LPC

SUPPORTING LOCAL COMMUNITY PHARMACY

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## MINUTES OF LPC MEETING

21<sup>st</sup> May, 2015

Winchester Masonic Centre, Winchester

**Present:**

LPC Members (listed in alphabetical order):

Paul Bennett	LPC Chief Officer
Richard Buxton	LPC Member (CCA, Boots)
Anjella Coote	LPC Member & Vice Chair (CCA, Boots)
Debby Crockford	LPC Member & Deputy Finance Officer (CCA, Rowlands)
Rob Darracott	LPC Member (CCA)
Alan Greer	LPC Member (AIMp, Day Lewis)
Clare Hoy	LPC Member (CCA, Rowlands)
David Parker	LPC Member (Independent) (From 9.55am)
Arun Sharma	LPC Chair (Independent)
Chris Townsend	LPC Member (CCA, Lloyds)
Davinder Virdee	LPC Member (Independent)
Gary Warner	LPC Member (Independent)
Peter Woodward	LPC Member & Finance Officer (CCA, Boots)
Jo Addison	LPC Office Manager

15/05/01	<b>Chairs Welcome</b> Paul Bennett welcomed the LPC Committee members to the meeting.	
15/05/02	<b>Apologies for Absence were received from:-</b>  Zulfikar Kermali                      LPC Member, (CCA Sainsburys) Chris Townsend                      LPC Member (CCA, Lloyds) departed the meeting at lunchtime.	
15/05/03	<b>Declaration of Interest</b>  There were none.	
15/05/04	<b>Appointment of Chair and Officers</b>  Rob Darracott outlined the Governance Committee's recommendations for appointment of a new Chair and other officers to the Committee.	

	<p>These were accepted by the LPC Committee.</p> <p>The following appointments were made in accordance with the requirements of the Constitution and of the Governance Procedures</p> <p><b>LPC Chair</b> – Arun Sharma  <b>Vice Chair</b> – Anjella Coote  <b>Finance Officer</b> – Peter Woodward  <b>Deputy Finance Officer</b> – Debby Crockford</p>	
15/05/05	<p><b>Minutes of the previous meeting on 19<sup>th</sup> March, 2015</b></p> <p>There was a slight amendment to the wording of the PSNC Report. This was confirmed and the minutes were signed by Debby Crockford as an accurate record.</p> <p>There was also clarification of the date of the November LPC meeting, which had been incorrectly listed on the Agenda. The correct date of the meeting is 12<sup>th</sup> November 2015.</p>	
15/05/06	<p><b>Matters arising from the Minutes and Action Update</b></p> <p><u>CPW Academy</u> – Funding conversations continue with pharma companies and other supporters of the Academy</p> <p><u>Recruitment Update</u> – Paul has contacted all Superintendents of the Multiples and received positive feedback from them. There is strong interest from one candidate for the HLP Role. Paul to update on any progress. Debby Crockford queried what would happen if potential candidates for the roles were already earning more than the advertised salary and the Chief Officer explained that this would be a matter of discussion between the CO and the sponsoring organisation/prospective candidate</p> <p><u>Re-ablement</u> – Dr Rachel Howard has been invited to attend an LPC Meeting – possibly in July to report upon progress.</p>	PB
15/05/07	<p><b>Chief Officer's Report</b></p> <p><u>Medicines Optimisation &amp; and Workforce Issues</u> – The committee discussed the role of pharmacists in primary care and how this would affect Community Pharmacy. The Primary Care Pharmacist's role would include the following:</p> <ul style="list-style-type: none"> <li>• Resolving complex prescribing issues</li> <li>• Managing issues of patients on multiple Rx items</li> <li>• Signpost to other services</li> <li>• Support provision of service to Care Homes etc</li> </ul> <p>A Task and Finish Group will comprise of Gary Warner, Rob Darracott, David Parker and Chris Townsend. This group are tasked to prepare a document to reflect a positive message for CP. There is also a need for information on what impact there might be on prescription numbers and CP revenue.</p> <p><u>Election of MPs</u> – A list of all elected MPs for the Hampshire and IOW area was distributed to each committee member, which contained a short</p>	GW RD DP CT

	<p>biography for each. The LPC are to let Paul know which MPs they wish to engage with. Anjella also highlighted that there was now a Minister for Portsmouth, The Rt Hon Mark Francois.</p> <p><u>Flu Service Commissioning</u> – Paul informed the committee that a final decision of what the 2015/16 Flu service across Wessex looks like is still awaited. It is possible that CP will be restricted to the “at risk” patients and pregnant ladies categories but that the case would be made to allow CP to vaccinate the over 65yrs in collaboration with GP providers. The committee decided to:</p> <ul style="list-style-type: none"> <li>• Support participation in any service but to voice any concerns to contractors/commissioners as appropriate</li> <li>• Explore further any provision of service to care home opportunity. Garwyn from Dorset LPC had raised this at a previous Steering Group Meeting and Richard Buxton agreed to follow this up with him.</li> </ul> <p><u>Services Launch in Portsmouth &amp; IOW</u> – to be discussed under PSNC Report.</p> <p><u>Southampton Smoking Cessation</u> – Paul to meet with the Commissioner to discuss steps going forward. Currently Amber on Service Model.</p> <p><u>LPN</u> – Jane Portlock to be interim Chair of Steering Group. The committee were asked what relationship the LPC should have with the LPN. They agreed that the Chair will need an understanding of CP as the relationship would work better and that they should have a clear understanding of the LPC's strategy and facilitate delivery of its ambition.</p> <p><u>Diabetic Foot Service</u> – There is a training session scheduled for 3rd June for all pharmacies who have expressed an interest in running the service. If any of the LPC members are interested in attending, please let Paul know.</p>	<p>LPC</p> <p>RB</p> <p>PB</p> <p>LPC</p>
15/05/08	<p><b>Finance Officer's Report</b></p> <p>Peter reminded the committee of the closing date for all 2014/15 expenses was 29<sup>th</sup> May. The first month of the financial year reflects that the PSNC Levy has been paid – taking us just above the lower limit. Peter was asked by the committee to split his report for the Grant account into the 3 revenue streams (Portsmouth EPS Support, HCC HLP and COPD Project) to enable more detailed information to be available on spend.</p>	PW
15/05/09	<p><b>Provider Entity &amp; New Models of Care</b></p> <p>Paul has drafted a letter to contractors about the formation of a Provider Company, based on the letter used by Gateshead and South Tyneside LPC. It was agreed that, in coordination with our sister LPC's also wishing to participate, a letter should go to Hampshire &amp; IOW contractors ahead of the next LPC meeting.</p> <p>So far Dorset and Buckinghamshire LPCs are in the same place as the H&amp;IOW LPC. The CO of the Thames Valley met yesterday and is likely to support progress but need more detail and costings involved until they will fully commit. They are hoping to proceed to Stage 1.</p>	PB

	<p>The North Hampshire Alliance has asked the LPC if they would like to join other provider organisations in being co-signatory to the North Hampshire Provider Consortium. Paul asked that NHP Consortium document (circulated to LPC members) be checked over by the Legal Teams of the multiples represented on the LPC. Debby Crockford, Richard Buxton and Chris Townsend agreed to pursue this with their respective Legal Teams.</p> <p>The LPC agreed inviting the Legal Advisor to Essex LPC to a future LPC Meeting to allow him to explain the model further.</p>	<p>DC RB CT</p> <p>PB</p>
<p>15/05/10</p>	<p><u>LPC Reports</u></p> <p>PSNC – Gary updated the committee on the recent PSNC meeting in York.</p> <ul style="list-style-type: none"> <li>• Minor Ailments Services - following the recent publicity on social media and general confusion about the service, Gary confirmed that in Scotland the service is funded via the NHS, Wales runs two schemes run by Health Boards (pharmacists get paid for registration) and in England it is only available where it has been commissioned by the CCG or Area Team. Currently there is no National scheme. It was felt that there was a business case for local commissioning. Paul is to meet with Sue Lawton to discuss the situation in Southampton and agree next steps for the SCC service that commenced in January.</li> <li>• NHS Employers/PSNC Negotiations– this has been paused for the Election and subsequent appointment of the new Minister.</li> <li>• There will be a 3.3p payment per historic item to contractors, which is to compensate for underpayment of margin caused by adjustments made last April. Details were communicated by PSNC in January and the payment will be in the FP34 payments received 1st June by contractors.</li> <li>• Audit – PSNC and the Specialist Pharmacist Service had entered the results of the “own choice” clinical audit and have been short-listed for an HSJ Patient Safety Award. The potential for a similar audit in the future on Acute Kidney Injury was discussed. Any LPC members interested in running a pilot should contact Gary.</li> </ul> <p><u>Market Entry</u> – David Parker ran through his report. He confirmed that Zulfikar is acting as his deputy where David has conflicts of interest. David asked Jo to scan and email any CoE documentation which comes into the LPC office.</p> <p><u>Service Development</u> – there are currently 3 services under review:</p> <ul style="list-style-type: none"> <li>• Diabetic Foot Service (green)</li> <li>• Palliative Care in Southampton (Green) and</li> <li>• Smoking Cessation (Amber)</li> </ul> <p>The IOW Hep C service has been nominated for the HSJ Awards.</p>	<p>PB</p> <p>LPC</p> <p>JA</p>

	<p><u>PNA</u> – All now published with exception of IOW.</p> <p><u>Governance</u> – Rob Darracott clarified the following further to a thorough review by the Governance Committee upon receipt of proposals/ concerns raised by Committee members:</p> <ul style="list-style-type: none"> <li>• Backfill for half-day LPC meeting – no change to current policy.</li> <li>• Expense Forms – No change proposed to policy wording</li> <li>• The LPC Backfill rate needs rewording to reflect changing Locum rates.</li> </ul> <p><u>Remuneration</u> – Paul and Jo were asked to leave the meeting while discussions about their Annual reviews took place.</p>	
15/05/11	<p><b>Strategy Review &amp; Key Priorities for 2015/16</b></p> <p>Paul told the committee he believed that the current LPC Strategy (originally developed in 2014) was still sound. All the objectives were still pertinent. Paul proposed to review and consolidate the document and will meet with Arun (Chair), Anjella (Vice Chair) and Debby Crockford (immediate past Chair) to discuss. The LPC will be informed of any outputs of this meeting and invited to comment before the next LPC meeting in July at which time a Committee wide discussion would take place to ensure full committee engagement and buy-in.</p>	PB, AS, AC, DC
15/05/12	<p><b>Subcommittee Membership and Ways of Working</b></p> <p>Discussions took place to understand how each of the Subcommittees worked. It was agreed that the committee urgently needed to recruit a Service Development Manager, as it was extremely difficult for committee members to devote the amount of time needed for this activity. It was also agreed that we needed to get better at delivering existing services and more focus was needed on new services.</p> <p>The following subcommittee appointments were made:</p> <p><b><u>Market Entry</u></b> – Lead David Parker, Zulfikar Kermali, Arun Sharma and Davinder Virdee  <b><u>Governance</u></b> – Lead Rob Darracott, Davinder Virdee, Chris Townsend, Alan Greer and Clare Hoy  <b><u>Service Development</u></b> – Lead Clare Hoy, Debby Crockford, Richard Buxton and Gary Warner  <b><u>Remuneration</u></b> – Lead Richard Buxton, Davinder Virdee, Alan Greer and Debby Crockford.</p>	
15/05/13	<p><b>Public Health Services: Strategy and Future Approach</b></p> <p>Ruth Milton, Director of Public Health of Hampshire, presented the following:</p> <p><a href="http://hampshirelpc.org.uk/webfm_send/4120">http://hampshirelpc.org.uk/webfm_send/4120</a></p>	

	<p><b>Inclusion Hampshire D&amp;A Services</b></p> <p>Jim Barnard from South Staffordshire &amp; Shropshire NHSFT presented the following:</p> <p><a href="http://hampshirelpc.org.uk/webfm_send/4121">http://hampshirelpc.org.uk/webfm_send/4121</a></p>	
15/05/14	<p><b>Patient Safety: The Wessex Approach</b></p> <p>Tracy Broom, Associate Director Patient Safety Collaborative at the AHSN presented the following:</p> <p><a href="http://hampshirelpc.org.uk/webfm_send/4119">http://hampshirelpc.org.uk/webfm_send/4119</a></p>	
15/05/15	<p><b>LPC AGM (September 2015)</b></p> <p>Martin Stephens (CEO, Wessex AHSN) was suggested as a possible guest speaker at the LPC AGM in September. Paul to ask if he is able to attend.</p>	PB
15/05/16	<p><b>AOB</b></p> <p><u>LOC/LDC</u> – Paul met with the Chief Officers of the LOC and LDC, who are both keen to engage further regarding the New Models of Care. The LDC are less impacted by local/co-commissioning but the LOC is similar to the LPC.</p> <p>Paul to invite both COs to attend our LPC meetings and he will be invited to attend theirs to share information.</p> <p><u>LPC Conference</u> – This is to be held in November. We are able to send 5 representatives from the LPC and submit 2 items for discussion from South Central Region. LPC members to let Paul know if they wish to attend.</p>	PB  LPC
15/05/17	<p><b>Meeting Close</b></p> <p>The meeting closed at 4.30pm</p>	
15/05/18	<p><b>Dates of Next Meetings</b></p> <p><b>Future LPC Meeting dates and venues</b></p> <ul style="list-style-type: none"> <li>• <b>16th July 2015</b>            Hilton Hotel Chilworth, Southampton SO16 3NG</li> <li>• <b>24th Sept 2015</b>        Holiday Inn Eastleigh SO50 9PG (pm LPC +AGM)</li> <li>• <b>12th Nov 2015</b>         AR Pharmacy Totton, SO40 8WU (Closed – joint with Dorset LPC)</li> </ul>	