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**MINUTES OF LPC MEETING**

**19th July 2018**

**Holiday Inn, Winchester SO21 1HZ**

**Present:**

LPC Members (listed in alphabetical order):

Andrew Selvaratnam	LPC Member (CCA, Rowlands)
Arun Sharma	LPC Member (Independent)
Ashley Littlewood-Miller	LPC Member (CCA, Boots)
Gary Warner	LPC Member (Independent)
Kate Toms	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)
Sri Potta	LPC Member (CCA, Boots)
Tim Baker	LPC Member (Independent)
Deborah Crockford	LPC Chief Officer
Richard Buxton	LPC Professional Services Development Manager
Robyn Kelly	LPC Contractor Development & Support Manager
Skye White	LPC Office Manager

18/07/01	<p><b>Chairs Welcome &amp; Requests for AOB</b></p> <p>A Littlewood-Miller (Chair) welcomed everyone to the meeting.</p> <p>Item for AOB – NHS App          Increase in administration for commissioned work          Working with university students          CCA Reporting</p>	
18/07/02	<p><b>Declarations of Interest</b></p> <p>A Selvaratnam is working one day a week at a medical centre next door to the Rowlands he is employed by. A Selvaratnam to complete a new declaration of interest.</p>	AS

	R Buxton has done some consulting work for Indivior, a company that produces medications for the treatment of addiction and substance misuse.	
18/07/03	<p><b>Apologies for absence &amp; nominations of proxy votes</b></p> <p>Davinder Virdee LPC Member (Independent) – Stephanie Mackinnon LPC Member (CCA, Lloyds)</p>	
18/07/04	<p><b>Minutes of the previous meeting on 22<sup>nd</sup> March 20188</b></p> <p>These were accepted and signed by A Littlewood-Miller.</p>	
18/07/05	<p><b>Matters arising from the Minutes and Action Update</b></p> <p>KPI's have been set for R Buxton and R Kelly. They will report at future meetings. There will also be monthly team meetings.</p> <p>D Crockford invited Robin and Mitesh from HIA, D Crockford to follow up.</p> <p>R Buxton has declined the invite to speak in Southampton and Liverpool as it is too premature.</p> <p>All other matters were covered in the agenda.</p>	DC
18/07/06	<p><b>CPSC Awards</b></p> <p>Well received, great attendance, loads of positive feedback.</p> <p>Photos and comms have been loaded on to the CPSC Website.</p> <p>D Crockford has been in touch with PSNC, they may write a future piece on CPSC.</p> <p>R Kelly has visited or called all the winners. A newsletter on best practice is being produced and being shared with external stakeholders.</p> <p>Boots are producing an internal comms from the event.</p> <p>D Crockford spoke to the local MP from Gosport with regards to CPSC Awards winner in the area.</p> <p>CPSC Awards 2019 has been booked for Wednesday 10<sup>th</sup> July 2019 at the Best Western Chilworth Manor.</p> <p>A Littlewood-Miller thanked Debby, Richard, Skye and Andrew for all their work to put on the awards.</p> <p>Patrick Leppard was the only award winner who was not able to make it to the event. Patrick is going to attend the September CPSC meeting to accept his award.</p>	

	<p>P Woodward has suggested that the committee look at the questions on the nominations forms, to try to attract more nominations.</p> <p>M Ireland has suggested that the press releases are prepared the day before the event and sent out the day after the event at 9am and copy in the winners. He also suggested to write to the MPs with a list of finalists and winners.</p>	<p>ALL</p> <p>RK / RB</p>
18/07/07	<p><b>Chief Officer Report</b></p> <p>Lowlights</p> <ul style="list-style-type: none"> <li>NHS Digital's support on the ground for eRD has finished. Their focus is now on supporting EPS in urgent care settings.</li> <li>D Crockford attended LPN working group – HLP level 2 is not going to progress, instead, NHSE Wessex hope to extend the opportunity to engage with their Dementia Friendly Pharmacy framework. The idea of Diabetes Friendly Pharmacies will be explored.</li> </ul> <p>Highlights</p> <ul style="list-style-type: none"> <li>Attended the Health &amp; Care Conference, D Crockford introduced herself to Sir Neal McKay and Richard Samuel from the STP.</li> <li>Received an email from Tracey Savage inviting D Crockford to the quarterly STP Meds Optimisation teleconference.</li> <li>Recruited Robyn Kelly as the Contractor Development &amp; Support Manager for CPSC. CPSC received good quality candidates. D Crockford and R Buxton conducted two days of interviews. Robyn started with the CPSC on 16<sup>th</sup> July 2018.</li> <li>Influencing at LPN – Referrals from GPs to community pharmacy for minor illness. Exploratory meeting planned with IOW CCG and Rob Proctor. The hope is to influence on a National scale.</li> <li></li> </ul>	
18/07/08	<p><b>LPC Self-Assessment</b></p> <p>All committee members completed an LPC Self Evaluation 2018-19 document. D Crockford will collate the responses for the next meeting in September.</p>	DC
18/07/09	<p><b>Consultation on dispensing &amp; organization governance</b></p> <p>All committee members, jointly, went through all the questions and papers and answered each question. D Crockford will draft up responses based on the agreed answer from the committee.</p>	DC
18/07/10	<p><b>Professional Services Update</b></p> <p>For this meeting, R Buxton updated the committee on his activities during the previous two months by written reports.</p>	
18/07/11	<p><b>LPC Treasurers Day</b></p> <p>To be discussed at the September 2018 meeting.</p>	PW

18/07/12	<p><b>HEE Quality Champion for pre-reg Tutors</b></p> <p>Rosemary Dempsey – Lead Pharmacist Education and Training at Southampton Hospital presented to the committee regarding the HEE quality champion role for pre-reg tutors.</p>	
18/07/13	<p><b>Key Objectives</b></p> <p>The committee members broke up into subcommittees and recorded key objectives for the strategic aims on flip charts.</p> <p>Finance Subcommittee – Promote Services Subcommittee - Sustain Governance Subcommittee – Inform Market Entry Subcommittee - Enable</p> <p>D Crockford will take the strategic aim flip chart sheets away and build the key objectives as the work programme to deliver against the strategic aims.</p>	DC
18/07/14	<p><b>LPC Reports</b></p> <p><b>PSNC Update</b> Simon Dukes, the new PSNC Chief Executive Officer has started. G Warner attended Simon Dukes' first real meeting as the CEO for PSNC.</p> <p>Discussed the NUMSAS feedback, it will be fed into the evaluation. The hope is that NUMSAS will continue in some form.</p> <p>PSNC's Appeal in the Judicial Review case related to funding and other changes imposed on community pharmacy in 2016 was heard in the Court of Appeal on 22/23 May 2018. There is no word as yet. The judges/courts go on holidays on the 31<sup>st</sup> July 2018.</p> <p>QP data is not out yet, but is anticipated to be very good. CPAF data is out in the public domain.</p> <p>APPG Report – Written for MPs. Recommends to commission services from Pharmacy nationally.</p> <p>DMIRS – Digital Minor illness Referral Service NHS 111 in Newcastle gets 1100 calls per month that are just minor illnesses. The trial running in the North East is to be extended to Greater Manchester, Devon and London. It includes anyone over the age of 2 years, and is designed to promote an increase in selfcare - pharmacists are paid £14 for the consultation. Referrals come from NHS 111 to the pharmacist. So far, this has reduced the number of patients that would otherwise have been referred to the GP by 50%. There is, currently, a difference between Pathways and the Service Spec. whereby patients below 2 years of age are being included in the referrals, which NHS England is not minded to resolve.</p>	

	<p>PSNC has just negotiated £15 million a month increase in category M reimbursements. The reimbursements to increase from August 2018.</p> <p><b><u>Market Entry</u></b>          One in May 2018 – Liphook – Refused          New application from Pearl and Conker for Liphook – A Selvaratnam and T Baker’s response is that current provider is absorbing any increase in items due to population increase.</p> <p>Lloyds Sandown bought by Jhoots.</p> <p>Regents Park Pharmacy Southampton has increased their hours.</p> <p><b><u>Service Development</u></b></p> <p>IOW Increasing Pharmacy First. Referral cards, GP to Pharmacy and Pharmacy to GP, being produced.          R Buxton attends the meetings with the CCG.</p> <p>New service started in June 2018, Naloxone Pilot in Portsmouth. The Data will be shared with R Buxton.</p> <p>There will be no radio advertising for Flu Vaccination in 2018/2019. The primary focus will be through newspapers and social media in conjunction with the LMCs and Dorset, Swindon &amp; Wiltshire and Avon LPCs.</p> <p><b><u>Governance</u></b>          Nothing to report</p> <p><b><u>Finance / Remuneration</u></b>          P Woodward presented his report to the committee. The current bank balance is £255,995.78 which is equivalent to around 7 months expenditure. This is therefore slightly above the amount suggested by the PSNC. Currently expenditure is lower than budget by 33% at the end of June so the finances are below budget.</p>	
<p>18/07/15</p>	<p><b><u>AOB</u></b></p> <p><u>CCA Reporting:</u> All CCA reps are to meet after the committee meeting.</p> <p>There is a new CCA communications person who will be coming along to the CPSC committee meeting in November.</p> <p><u>University Students:</u> R Simmonds suggested that the 4<sup>th</sup> year students are kept informed of what the LPC is doing, the Academy etc.</p> <p><u>Deputy Finance Officer</u> – R Simmonds has stepped up as the deputy finance officer. R Simmonds will need a card reader and card to be able to approve BACS payments. P Woodward to arrange this.</p>	<p>PW</p>

	<p>NHS App: Pilot Nov/Dec 2018, comes out in March 2019. Takes over patient online.</p> <p><u>Increased Administration for Commissioned Work:</u> P Woodward raised his concern about the increase in administration associated with the CPD requirements with regards to EHC and other services on the Isle of Wight. The committee members discussed this, and the consensus was that the training needs to be done in order to maintain a professional standard of service. The committee does, however, not view the collection of CPD certificates by commissioners as a worthwhile exercise. R. Buxton, PSDM, always promotes the use of DoCs and viewing of CPPE training records as a preferred, and more manageable, option.</p>	
18/07/16	<p><b>Meeting Close</b> The meeting closed at 4:40pm.</p>	
	<p><b>Future LPC Meeting dates and venues for 2018 and 2019:</b></p> <ul style="list-style-type: none"> <li>• <b>20<sup>th</sup> September 2018</b> – Holiday Inn Eastleigh, SO50 9PG</li> <li>• <b>22<sup>nd</sup> November 2018</b> – Chilworth Manor, SO16 7PT</li> <li>• <b>24<sup>th</sup> January 2019</b> - Holiday Inn Winchester, SO21 1HZ</li> <li>• <b>21<sup>st</sup> March 2019</b> - Chilworth Manor, SO16 7PT</li> <li>• <b>23<sup>rd</sup> May 2019</b> - Holiday Inn Eastleigh, SO50 9PG</li> <li>• <b>10<sup>th</sup> July 2019</b> CPSC Awards Chilworth Manor SO16 7PT</li> <li>• <b>18<sup>th</sup> July 2019</b> The Langston – Hayling Island</li> <li>• <b>26<sup>th</sup> September 2019</b> Holiday Inn Winchester, SO21 1HZ</li> <li>• <b>21<sup>st</sup> November 2019</b> - Chilworth Manor, SO16 7PT</li> </ul>	