



**Chairman:**

Ashley Littlewood-Miller

**Boots**

**190-196 High Street**

**Poole**

**BH15 1SW**

**Tel : 073 4203 1639**

**e-mail: [ashley.littlewood-miller@boots.co.uk](mailto:ashley.littlewood-miller@boots.co.uk)**

**Chief Officer:**

Deborah Crockford, MRPharmS

**Sentinel House, Harvest Crescent**

**Fleet**

**Hampshire GU51 2UZ**

**Tel: 01252 413778**

**Fax : 08716 613991**

**e-mail: [deborah.crockford@cpsc.org.uk](mailto:deborah.crockford@cpsc.org.uk)**

## MINUTES OF LPC MEETING

**26<sup>th</sup> September 2019**

**Holiday Inn, Winchester, SO21 1HZ**

**Present:**

LPC Members (listed in alphabetical order):

Andrew Selvaratnam	LPC Member (CCA, Rowlands)
Arun Sharma	LPC Member (Independent)
Davinder Virdee	LPC Member (Independent) (AM Only)
Kate Toms	LPC Member (CCA, Lloyds)
Mark Ireland	LPC Member (CCA, Boots)
Mark Weston	LPC Member (CCA, Lloyds)
Michael McWhirter	LPC Member (AIMp, Day Lewis)
Peter Woodward	LPC Member (CCA Boots)
Tim Baker	LPC Member (Independent)
Alison Freemantle	LPC Professional Services Development Manager
Artur Pysz	LPC Contractor Development & Support Mgr
Deborah Crockford	LPC Chief Officer
Skye White	LPC Office Manager

19/09/01	<p><b>Chairs Welcome &amp; Requests for AOB</b></p> <p>A Sharma (Deputy Finance Officer) welcomed everyone to the meeting. A warm welcome to Mark Weston, LPC Member (CCA, Lloyds) and Ryan Giffard, Regional Support Manager for Day Lewis.</p> <p>Items for AOB – Nothing to report.</p>	
19/09/02	<p><b>Declarations of Interest</b></p> <p>Mark Weston declared he is the contract manager for the Pharmacy Based Substance Misuse service in Hampshire.</p>	
19/09/03	<p><b>Apologies for absence &amp; nominations of proxy votes</b></p> <p>Ashley Littlewood-Miller      LPC Member (CCA, Boots) – No Proxy            Davinder Virdee                  LPC Member (Independent) – PM Only            Gary Warner                        LPC Member (Independent) – No Proxy</p>	

	Roshni Simmonds LPC Member (CCA, Rowlands)	
19/09/04	<p><b>Minutes of the previous meeting on 18<sup>th</sup> July 2019</b></p> <p>These were accepted and signed by T Baker</p>	
19/09/05	<p><b>Matters arising from the Minutes and Action Update</b></p> <p><u>Attendance &amp; Notification</u> Reminder to all committee members to respond to the email sent out by S White two weeks prior to the committee meetings regarding your attendance.</p> <p><u>Academy Events</u> There must be at least one committee member at every CPSC Academy event. If committee members cannot make it to events, please find an alternative committee member to fill your place and let the office know.</p> <p>All other matters were covered in the agenda.</p>	<p>ALL</p> <p>ALL</p>
19/09/06	<p><b>Chief Officers Report</b></p> <p>D Crockford updated the committee on her activities during the previous two months by both written and verbal reports.</p> <p>Lowlights</p> <ul style="list-style-type: none"> <li>• Had hoped we would have free vaping products to support smoking cessation, but unfortunately commissioners are not allowed to collaborate with tobacco companies.</li> <li>• Funding unavailable to provide post graduate course for Community Pharmacy at a Hampshire location.</li> <li>• Challenge of presenting ten evening events over next few weeks.</li> </ul> <p>Highlights</p> <ul style="list-style-type: none"> <li>• Wrote and delivered first webinar. Plans in place for a series of recorded webinars.</li> <li>• Supported an AHSN bid for development of referral pathway from Secondary to Primary Care following the prescribing of anticoagulants.</li> <li>• Received a thankyou from NHS Digital for all the support/comms around the EPS release 4.</li> </ul> <p><u>PSNC Conference</u></p> <ul style="list-style-type: none"> <li>• M Ireland thought the PSNC Conference was the best one he has been to.</li> <li>• Much more externally facing due to the deal being done.</li> <li>• There will be independent review of the PSNC work and how the LPCs are working.</li> <li>• There was a call from the floor for PSNC to put a concise guide together of what needs to be done by when to satisfy the new CPCF and PQS.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Parliament – The All-Party Pharmacy Group has new representation.</li> <li>• We have an MP visit booked for Gosport in November.</li> <li>• New Minister says the focus in Community Pharmacy is now – Prevention, Urgent Care and Medicines Safety.</li> <li>• Patient facing campaigns important to build public trust – Help Us Help You is starting in October.</li> </ul>	
19/09/07	<p><b>Subcommittee Meetings</b></p> <p>All committee members broke into their sub-committee groups for a 30-minute discussion.</p>	
19/09/08	<p><b>LPC Reports</b></p> <p><b><u>PSNC Update</u></b></p> <ul style="list-style-type: none"> <li>• Nothing to report</li> <li>• T Baker urged all committee members to keep up with all the PSNC information and webinars.</li> </ul> <p><b><u>Market Entry</u></b></p> <ul style="list-style-type: none"> <li>▪ The oral hearing that D Crockford and T Baker attended in Basingstoke has overturned the original decision and will allow a new pharmacy to open following a Lloyds closure.</li> <li>▪ Netley Abbey – LPC has recommended to look at the situation in 12-18 months.</li> <li>▪ Winchester – Lloyds Silver Hill closed/merged with Lloyds Winchester High Street.</li> </ul> <p><b><u>Service Development</u></b></p> <ul style="list-style-type: none"> <li>• Service Matrix almost complete.</li> <li>• 4 PGDs outstanding for Hampshire</li> <li>• All pharmacies need to be registered on MYS to be able to claim for the flu service</li> <li>• TCAM – Conversations continue with Portsmouth Hospital Trust</li> <li>• A Freemantle has discussed the potential for a TCAM-style referral when prisoners are released from HM Prison Winchester.</li> </ul> <p><b><u>Governance</u></b></p> <ul style="list-style-type: none"> <li>• Nothing to report</li> </ul> <p><b><u>Finance / Remuneration</u></b></p> <ul style="list-style-type: none"> <li>• P Woodward presented his report to the committee. The current bank balance is £184,994 and this will decrease in October to around £132,351 with the payment of the second part of the PSNC levy. This is all in line with the budget.</li> </ul>	ALL
19/09/09	<p><b>LPN MDS Project Report</b></p> <p>Laura Harris Customer Manager from <u>Programme Operational Support Team (POST)</u> , Change and Programme Delivery Group, Transformation and Corporate Development , NHS England and NHS Improvement</p>	

	presented to the committee the Monitored Dosage Systems discussion paper being produced on behalf of Wessex LPN.	
19/09/10	<p><b>Formal AGM</b></p> <p>The Community Pharmacy South Central AGM was held at 1:00pm. The Vice Chair, Tim Baker, 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 full LPC Annual Report 2018/19, incorporating the Annual Accounts, can be viewed on the Community Pharmacy South Central website.</p>	
19/09/11	<p><b>Professional Services Update</b></p> <p>A Freemantle updated the committee on her activities during the previous two months by both written and verbal reports.</p> <ul style="list-style-type: none"> <li>• Hampshire PGD signed and on the CPSC website</li> <li>• From next Spring Southampton CCG intend to require all patients to request repeat prescriptions directly from their GP practice. There is draft advertising material, if anyone has any comments please send them to Alison Freemantle.</li> <li>• M Ireland recommended the LPC keeps track of this process.</li> </ul>	AF
19/09/12	<p><b>Contractor Development &amp; Support Update</b></p> <p>A Pysz updated the committee on his activities during the previous two months by both written and verbal reports.</p>	
19/07/12	<p><b>PCNs – how do we identify CP PCN leads and how do we support them?</b></p> <p>We have a dedicated page on our website with local information and maps, plus links to national information.</p> <p>CDSM is discussing PCNs on visits to contractors and engaging the Area Managers of the large multiples.</p> <p>Contractors are being asked to identify their PCN and whether they are interested in being the PCN lead via a short Survey Monkey.</p> <p>WIMS events are arranged – effective communication required to encourage attendance.</p>	
19/09/14	<p><b>Provider Company – Next Steps</b></p>	

	<p>We are awaiting a clear decision from HIA/HIP about their future. Further discussion necessary at LPC.</p> <p>To be put on the November Agenda.</p>	SW
19/09/15	<p><b>AOB</b></p> <p>Nothing to report</p>	
19/09/16	<p><b>Meeting Close</b></p> <p>The meeting closed at 4:30pm</p>	
	<p><b>Future LPC Meeting dates and venues for 2019:</b></p> <ul style="list-style-type: none"> <li>• <b>21<sup>st</sup> November 2019</b> - Chilworth Manor SO16 7PT</li> <li>• <b>16<sup>th</sup> January 2020</b> - Holiday Inn, Winchester SO21 1HZ</li> <li>• <b>19<sup>th</sup> March 2020</b> - Chilworth Manor Hotel, Chilworth, SO16 7PT</li> <li>• <b>14<sup>th</sup> May 2020</b> - Solent Hotel &amp; Spa, Whiteley, Fareham, PO15 7AJ</li> <li>• <b>8<sup>th</sup> July 2020 – Awards TBC</b> - Holiday Inn, Winchester SO21 1HZ</li> <li>• <b>16<sup>th</sup> July 2020</b> - Langstone Quays Resort, Portsmouth, PO11 0NQ</li> <li>• <b>17<sup>th</sup> September 2020</b> - Holiday Inn, Winchester, SO21 1HZ</li> <li>• <b>19<sup>th</sup> November 2020</b> - Chilworth Manor Hotel, Chilworth, SO16 7PT</li> </ul>	