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MINUTES OF LPC MEETING

19th November 2020

Zoom – Virtual Meeting

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)
Mark Ireland	LPC Member (CCA, Boots)
Peter Woodward	LPC Member (CCA Boots)
Tim Baker	LPC Member (Independent)
Alison Freemantle	LPC Professional Services Development Manager
Artur Pysz	LPC Contractor Development & Support Manager
Deborah Crockford	LPC Chief Officer
Skye White	LPC Office Manager

20/11/01	<p>Chairs Welcome & Requests for AOB</p> <p>A Littlewood-Miller (Chair) welcomed everyone to the meeting</p> <p>Items for AOB –</p> <ul style="list-style-type: none"> • Questions raised by the CCA for discussion 	
20/11/02	<p>Declarations of Interest</p> <p>Jon Mole from Lloyds Pharmacy will be joining the committee from January 2021 as the maternity leave replacement for Kate Toms.</p>	
20/11/03	<p>Apologies for absence & nominations of proxy votes</p> <p>Davinder Virdee LPC Member (Independent) Proxy A Sharma Gary Warner LPC Member (Independent) Proxy T Baker Jane Dean LPC Member (CCA, Lloyds) Kate Toms LPC Member (CCA, Lloyds) – Maternity Leave Michael McWhirter LPC Member (AIMp, Day Lewis) Proxy T Baker</p>	

	Roshni Simmonds LPC Member (CCA, Rowlands)	
20/11/04	<p>Minutes of the previous meeting on 17th September 2020</p> <p>These were accepted by the committee and signed by the Chair, A Littlewood-Miller.</p>	
20/11/05	<p>Matters arising from the Minutes and Action Update</p> <p>All matters were either completed actions or covered elsewhere in the agenda.</p>	
20/11/06	<p>Professional Services Update</p> <p>A Freemantle updated the committee on her activities during the previous two months by both written and verbal reports.</p> <p>Highlights</p> <ul style="list-style-type: none"> • Contract agreed for the Hampshire County Council staff flu vaccination service. An increased rate has been negotiated. • Replicated the service for the Portsmouth City Council staff. • There is a new senior Public Health contact at Hampshire CC and they will be working with Solutions for Health. This will hopefully lead to improvements in the operation of the community pharmacy smoking cessation contract. • Feedback received from the IoW CCG appreciating the excellent contribution from the Island pharmacies with the flu vaccination service. <p>Lowlights</p> <ul style="list-style-type: none"> • No holiday 	
20/11/07	<p>Contractor Development & Support Update</p> <p>A Pysz updated the committee on his activities during the previous two months by both written and verbal reports.</p> <p>Highlights</p> <ul style="list-style-type: none"> • First text message sent out for the reminder service to 20 people. • PCN lead support – A Pysz is finding this part of his job very rewarding. He has regular communication and knows where the PCN leads are in terms of engagement. <p>Lowlights</p> <ul style="list-style-type: none"> • Only received 5 reports from the PCN leads so far. A Pysz will have some follow up conversations in Dec/Jan. <p>A reminder to be sent to all pharmacies reminding them about the need to have communication both with and from their PCN lead. Contractors</p>	AP

	<p>are to let the CPSC know if they are having any issues/problems with PCN leads and communication.</p> <p>There is a checklist on the CPSC website created by A Freemantle for PQS2 activity. The existence of the checklist has been communicated with contractors.</p>	
20/11/08	<p>Chief Officer's Report</p> <p>D Crockford updated the committee on her activities during the previous two months by verbal report.</p> <p>The strategy template and the associated key objectives require updating for the 2021-22 year.</p> <p>Highlights</p> <ul style="list-style-type: none"> • Delivery of flu vaccinations. Community Pharmacy performance has been excellent. H&loW pharmacies have delivered more per pharmacy than any other part of the South East region. • Self-Care Week – D Crockford delivered a presentation about Community Pharmacy to the North Hants CCG PPGs. It was very well received and there were plenty of questions afterwards. <p>Lowlights</p> <ul style="list-style-type: none"> • Portsmouth Hospital is, so far, still unable to use PharmOutcomes which will mean there will be potential difficulty with the Discharge Service next year. • There is increasing threat from Pharmacy2U with their recent launch of a flu vaccination service, and Amazon have launched their pharmacy service in the USA. <p>A Littlewood -Miller thanked D Crockford for her daily updates.</p>	
20/11/09	<p>Subcommittee Meetings</p> <p>All committee members broke into their sub-committee groups for a 20-minute discussion.</p>	
20/11/10	<p>LPC Reports</p> <p><u>PSNC Update</u></p> <ul style="list-style-type: none"> • Nothing to report <p><u>Market Entry</u></p> <ul style="list-style-type: none"> ▪ Nothing to report <p><u>Service Development</u></p> <ul style="list-style-type: none"> • No new services to report. T Baker and A Freemantle discussed the practical side of the current services. 	

	<ul style="list-style-type: none"> D Crockford to recommend to the ICS that a Blood Pressure check service should be commissioned, in recognition of the quantity being referred to pharmacy from GP practices. A Freemantle to ascertain the numbers involved. <p><u>Governance</u></p> <ul style="list-style-type: none"> Employee Handbook was discussed later in the meeting. <p><u>Finance / Remuneration</u></p> <ul style="list-style-type: none"> P Woodward presented his report to the committee. The current bank balance is below target to the adjusted budget, however the transfer from the Grant Account has not been done. The retained income is still above the lower limit. Reduced income but reduced expenditure. 	DC / AF
20/11/11	<p>Employee Handbook Update</p> <p>D Crockford is triple checking any changes to employment law. The employee handbook updates need to be dovetailed into all the other policies and paperwork.</p> <p>Changes and Updates will be made and sent to the committee for feedback by the 4th January 2021.</p> <p>The final version will be presented in the New Year and adopted at the January 2021 meeting.</p>	DC / MI
20/11/12	<p>PSNC Meeting Feedback</p> <p>D Crockford attended the virtual PSNC/LPCs Meeting. At the time of the meeting the membership of the Review Steering Group had not been announced.</p> <p>Request is still out for the funding advance of £370 million to be written off and related to a specific period, with a subsequent uplift in community pharmacy funding to follow.</p> <p>PSNC would prefer a national decision to allow contractors to decide when they need to implement the working behind closed doors policy.</p> <p>Slides and presentations from the meeting will be made available on the PSNC website.</p>	
20/11/13	<p>AOB</p> <p>CCA questions/points they want LPCs to be discussing.</p> <p>CPSC committee members felt that all points raised had been discussed and will be discussed further once more facts come out from the Wright Review.</p>	



20/11/14	Meeting Close The meeting closed at 12.05pm	
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	Future LPC Meeting dates and venues for 2020: <ul style="list-style-type: none">• 14th January 2021– Virtual Meeting• 18th March 2021– Virtual Meeting• 13th May 2021– Virtual Meeting• 15th July 2021– Virtual Meeting• 16th September 2021– Virtual Meeting• 18th November 2021– Virtual Meeting	
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