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MINUTES OF LPC MEETING

9th March 2023

Virtual Meeting via Zoom

Present:

LPC Members (listed in alphabetical order):

- | | |
|--------------------------|-----------------------------------------------|
| Anjee Shah | LPC Member (CCA, Lloyds) |
| Ashley Littlewood-Miller | LPC Member (CCA, Boots) |
| Daniela Lupeanu | LPC Member (CCA, Rowlands) |
| Gary Warner | LPC Member (Independent) |
| Michael McWhirter | LPC Member (Independent) |
| Peter Woodward | LPC Member (CCA Boots) |
| Stephanie Harris | LPC Member (CCA, Lloyds) |
| 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 |

23/03/01	<p>Chair’s 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"> • Supporting contractors with PQS • ONPOS 	
23/03/02	<p>Declarations of Interest</p> <p>Nil</p>	
23/03/03	<p>Apologies for absence & nominations of proxy votes</p> <p>Arun Sharma LPC Member (Independent) - Proxy T Baker Jennifer Ndichu LPC Member (AIMp, Day Lewis) – Proxy A Shah Karen Alexander LPC Member (CCA, Boots) – Proxy P Woodward</p>	

23/03/04	<p>Minutes of the previous meeting on 12th /January 2023</p> <p>These were accepted by the committee and signed by Chair, A Littlewood-Miller.</p>	
23/03/05	<p>Matters arising from the Minutes and Action Update</p> <ul style="list-style-type: none"> All matters were either completed actions or covered elsewhere in the agenda. 	
23/03/06	<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"> Oral Contraceptive Pilot – averaging 100 consultations per month in Tier 1. Tier 2, 8 pharmacies signed up 5 have done a total of 21 consultations in February. Local NHSE lead for flu raised the concern over the impact of co-admin with covid vaccination had on all other pharmacies nationally. <p>Lowlights</p> <ul style="list-style-type: none"> A number of services are coming up for renewal but unfortunately there is no increase in money. Some contractors are looking at stopping some services as they are no longer financially viable. DMS figures have reduced again. Hampshire drug misuse services, Inclusion are having difficulty getting in touch with Lloyds regarding outstanding pharmacy payments. ONPOS – miscommunication by HIOW ICB, the LPC were not informed when the service was being stopped. Unfortunately, it cannot be stopped from going. <p>DMS – DMS at Queen Alexander Hospital is still not live. Referrals are being sent via NHS email, a number of pharmacies in Portsmouth have confirmed they have received them. T Baker's pharmacies have been receiving referrals via CHIE.</p>	
23/03/07	<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"> Simon Cooper from ICB plans to relaunch GPCPCS. H&IOW have the best GPCPCS completion rate. 15% of referrals not actioned. Non referrals actioned has dropped by 3%. 	

	<p>Lowlights</p> <ul style="list-style-type: none"> • H&IOW has the worst performance in relation to GP referrals. • GPCPCS is removed from IIF from 1st April. GPs will have more of a reason not to interact. <p>Over the next 18 months pharmacies will receive less for dispensing, Services will need to subsidise the dispensing.</p> <p>A Pysz to share some case studies with contractors in the region regarding automated solutions, to enable pharmacies to offer more services.</p>	AP
23/03/08	<p>Chief Officer's Report</p> <p>D Crockford updated the committee on her activities during the previous two months.</p> <p>Highlights</p> <ul style="list-style-type: none"> • Primary Care representatives group formed (LMC, LOC, LDC and LPC) and will meet with Simon Cooper from ICB. • The Special Meeting of Contractors took place on the 1st March to propose acceptance of the new and updated constitution, and LPC changes according to the RSG proposals. Votes were received from 48.6% of our contracts, with 100% in favour of accepting the proposal. • Salary reviews have been communicated, thank you very much, it was a great morale boost for the team. <p>Lowlights</p> <ul style="list-style-type: none"> • Last meeting for Anjeelee Shah, enormous thanks for your contribution. • HLOW ICB financial situation, one of the worst in the country. It is having a massive impact with anything requiring funding, such as commissioned services. • Continued delay of DMS at QA – see Professional Services update. <p>Debby to seek legal advice as per the unanimous vote of the committee.</p>	DC
23/03/09	<p>End of Tax Year Expense Claim Deadline</p> <ul style="list-style-type: none"> • All backfill and expense claims for the 2022/23 tax year must be received by S White by the 30th April 2023. • S White to send an email and WhatsApp reminder to all committee members. 	SW
23/03/10	<p>Subcommittee Meetings</p> <p>All committee members broke into their sub-committee groups for a 30-minute discussion</p>	

<p>23/03/11</p>	<p>LPC Reports</p> <p><u>PSNC Update</u></p> <ul style="list-style-type: none"> • PSNC rebranding as part of the RSG process. • Elections currently taking place and G Warner is standing again. • Presentation from Zoe and the team highlighting the relationships between PSNC, LPC and contractors. • Gaggle Group going to be expanded to include contractors. • Pharmacy First Scheme is being looked into but nothing is happening as yet. <p><u>Market Entry</u></p> <ul style="list-style-type: none"> ▪ Rowlands consolidation in Portsmouth. Portsmouth Local Authority have responded by issuing a new PNA, identifying a number of gaps. CPSC will support the consolidation and challenge the statements in the new PNA. <p><u>Service Development</u></p> <ul style="list-style-type: none"> • NIL • Election of a new Chair required <p><u>Governance</u></p> <ul style="list-style-type: none"> • NIL • Election of a new Chair required <p><u>Finance / Remuneration</u></p> <ul style="list-style-type: none"> • P Woodward circulated his report to the committee. The account balance currently is £241,784 and expenditure is currently 7% under budget. There is a surplus of £29,929 however there are still the March 2023 expenses to be claimed. • The Grant account balances were looked at and S White will make the necessary adjustments and transfers in the 2023/24 financial year as discussed in the Finance subcommittee. • G Warner presented a Grant that was received for the HepB and Alcohol dependance work he and his team were working on for the IOW. There is still a balance and it has been suggested that the grant is relocated to CPSC to be used towards services and development for HIOW contractors. Kevin and Pam will write to P Woodward. • When the PSNC levy is paid a notification will be sent to contractors advising them of the payment via the weekly newsletter. 	<p>ALL</p> <p>ALL</p> <p>SW</p> <p>AF</p>
<p>23/03/12</p>	<p>Rebranding to the CPE Partner branding</p> <ul style="list-style-type: none"> • PSNC will be known as CPE – Community Pharmacy England. • New logo, new rebranding. <p>Does CPSC want to explore /change its branding in-line with PSNC or stay as they are? The committee voted unanimously to stay as we are and it may be something that we look at further down the track.</p>	



23/03/13	AOB Supporting Contractors with PQS <ul style="list-style-type: none">• PQS Newsletter• Newsletter• News Articles• Keeping an eye on which pharmacies have done which audits.• Text message reminders.	
23/03/14	Meeting Close The meeting closed at 13:00	
	Future LPC Meeting dates and venues for 2023: <ul style="list-style-type: none">• 11 May 2023 – Virtual Meeting• 13 July 2023 – Holiday Inn Southampton• 14 Sep 2023 – Virtual Meeting• 09 Nov 2023 - Virtual Meeting	