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MINUTES OF LPC MEETING

9th November 2023

Langstone Quays Resort

Northney Road, Portsmouth, Hayling Island PO11 0NQ

Present:

LPC Members (listed in alphabetical order):

Anjlee Shah	LPC Member (Independent)
Ashley Littlewood-Miller	LPC Member (CCA, Boots)
Daniela Lupeanu	LPC Member (CCA, Rowlands)
David Howells	LPC Member (AIMp, Kamsons Pharmacy))
Jennifer Ndichu	LPC Member (AIMp, Day Lewis)
Karen Alexander	LPC Member (CCA, Boots)
Michael McWhirter	LPC Member (Independent)
Peter Woodward	LPC Member (CCA Boots)
Alison Freemantle	LPC Professional Services Development Manager
Artur Pysz	LPC Contractor Development & Support Manager
Deborah Crockford	LPC Chief Officer
Skye White	LPC Office Manager

23/11/01	<p>Chair's Welcome & Requests for AOB</p> <p>A Littlewood-Miller (Chair) welcomed everyone to the meeting.</p> <p>Hinal Patel - Community Pharmacy Clinical Lead, Claire Currie - Associate Director Public Health Portsmouth, and Phillip Foster - Deputy Head of Medicines Optimisation, joined the LPC meeting.</p>	
23/11/02	<p>Declarations of Interest</p> <p>Nil</p>	
23/11/03	<p>Apologies for absence & nominations of proxy votes</p> <p>Arun Sharma LPC Member (Independent), proxy J Ndichu Gary Warner LPC Member (Independent)</p>	

23/11/04	<p>Minutes of the previous meeting on 14th September 2023</p> <p>These were accepted by the committee and signed by Chair, A Littlewood-Miller.</p>	
23/11/05	<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. 	
23/11/06	<p>Professional Services Update</p> <p>A Freemantle updated the committee on her activities during the previous two months with both written and verbal reports.</p> <p>Lowlights</p> <ul style="list-style-type: none"> Flu problems GPs and pharmacy groups. Lack of access to DPP. DMS completion, it is an essential service but still running at mid 60% actions/completions. How do we support the contractors to complete it? <ol style="list-style-type: none"> Remind Pharmacists that technicians are able to complete stage 1 of DMS. Small video of a technician completing DMS with top tips and financial benefit highlighted. Fact Sheet Word in the next CPSC webinar <p>Highlights</p> <ul style="list-style-type: none"> Lloyds paid the substance misuse payments. Oral contraceptive service: National service, Portsmouth pharmacies continue to deliver consistently and there are now 5-6 pharmacies outside of Portsmouth that have delivered consultations. Tier 2 pilot in Portsmouth is still going strong 54/101 consultations done were done by Portsmouth Pharmacies. 	<p>AF</p> <p>AF</p> <p>AF</p> <p>AF</p>
23/11/07	<p>Contractor Development & Support Update</p> <p>A Pysz updated the committee on his activities during the previous two months with both written and verbal reports.</p> <p>Lowlights</p> <ul style="list-style-type: none"> 9 pharmacies' DoS for CPCS was suspended. PCN contract regarding the contraceptive services – none of the pharmacies within the PCN (Waterlooville) were engaged in the contraceptive service <p>Highlights</p> <ul style="list-style-type: none"> Hayling Island pharmacies are improving massively. Regular pharmacist, stable situation and all run by independents. 	

	<ul style="list-style-type: none"> • Visited a number of new contractors, they are all very happy and want to engage and drive their business. 	
23/11/08	<p>Priorities for 2024/2025</p> <p>A Pysz and A Freemantle gave a presentation on what they feel the priorities should be as the LPC goes into 2024/2025.</p> <ul style="list-style-type: none"> • Building Towards the Pharmacies of 2033. • The future vision. • 5 Cs focus – Collaboration, Capability, Capacity, Consistency, Claiming which all fall under Communication. • CPSC Priorities for 2024/2025 <ul style="list-style-type: none"> ▪ Build on existing strength and structure ▪ Adapt to changing ICS's and pharmacy contractual requirements. ▪ Build a strategy around the Future Vision and CPE strategy. ▪ Continue engagement with contractors and commissioners. 	
23/11/09	<p>Chief Officer's Report</p> <p>D Crockford updated the committee on her activities during the previous two months.</p> <p>Lowlights</p> <ul style="list-style-type: none"> • Falling number of referrals from GPs to CPCS. • Poor turn out to October webinar. • Primary care operational group meeting was cancelled due to the critical incident at QA. <p>Highlights</p> <ul style="list-style-type: none"> • Attending the reception at the House of Lords to mark the launch of the Community Pharmacy Vision. • So many more pharmacies doing Covid immunisations this year. • Prime Minister's father gave Debby her Covid vaccine. • LPC back to full strength, all 11 seats are filled. 	
23/11/10	<p>Open Discussion.</p> <p>There was an opportunity for any question and discussion with the guests attending the meeting.</p> <p>There was an agreement to pursue a potential trial of community pharmacy PCN leads in Portsmouth, collaborating with the Public Health team amongst others.</p>	AF AP
23/11/12	<p>Subcommittee Meetings</p> <p>All committee members broke into their sub-committee groups for a 30-minute discussion</p>	

23/11/13	<p>LPC Reports</p> <p><u>CPE Update</u></p> <ul style="list-style-type: none"> • NIL <p><u>Market Entry</u></p> <ul style="list-style-type: none"> • Couple of applications and reply letters drafted. • Committee will respond to all applications moving forward. <p><u>Service Development</u></p> <ul style="list-style-type: none"> • NIL <p><u>Governance</u></p> <ul style="list-style-type: none"> • Issue with non-attendance. Committee voted unanimously for Governance Chair to send an email to the committee member. <p><u>Finance / Remuneration</u></p> <ul style="list-style-type: none"> • P Woodward circulated his report to the committee. The current bank balance is £184,311.50 with a deficit of £34,771.45 due to the second payment to CPE made in October, this is still within the budget. The second CPE payment of £67,063.76 is due on the 1st October so the surplus will be reduced. • New budget, new template in the New Year. • P Woodward to send a letter to HEE regarding the refunding the bursary the LPC has been holding for Bartosz Hoffman and his independent prescribing course. 	PW
23/11/14	<p>Farewell to Deborah Crockford</p> <p>A Littlewood- Miller presented D Crockford with a gift and flowers from the CPSC Committee and Employees. Thanking Debby for all her time and the effort she has given to CPSC over many years in numerous roles. Debby is retiring at the end of December and her last day will be 14th December 2023.</p>	
23/11/15	<p>AOB</p> <ul style="list-style-type: none"> • NIL 	
23/11/16	<p>Meeting Close</p> <p>The meeting closed at 15:00</p>	
	<p>Future LPC Meeting dates and venues for 2023 /2024:</p> <ul style="list-style-type: none"> • 11 Jan 2024 – Virtual Meeting • 14 Mar 2024 - Virtual Meeting • 09 May 2024 – Face to face • 11 July 2024 – Virtual Meeting • 19 Sep 2024 – Virtual Meeting • 14 Nov 202 - Virtual Meeting 	