



<p>Chairman: Ashley Littlewood-Miller Boots 190-196 High Street Poole BH15 1SW T : 073 4203 1639 E: ashley.littlewood-miller@boots.co.uk</p>	<p>Joint Chief Officers: Artur Pysz, MRPharmS Sentinel House, Harvest Crst Fleet Hampshire GU51 2UZ T: 01252 413778 M : 073 9456 3188 E: artur.pysz@cpsc.org.uk</p>	<p>Alison Freemantle, MRPharmS Sentinel House, Harvest Crst Fleet Hampshire GU51 2UZ T: 01252 413778 M : 073 9456 3189 E: alison.freemantle@cpsc.org.uk</p>
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MINUTES OF LPC MEETING
11th January 2024
Virtual Meeting
via Teams

Present:

LPC Members (listed in alphabetical order):

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|--------------------------|-------------------------------------|
| Anjlee Shah | LPC Member (Independent) |
| Arun Sharma | LPC Member (Independent) |
| Ashley Littlewood-Miller | LPC Member (CCA, Boots) |
| Daniela Lupeanu | LPC Member (CCA, Rowlands) |
| David Howells | LPC Member (AIMp, Kamsons Pharmacy) |
| Gary Warner | LPC Member (Independent) |
| Jennifer Ndichu | LPC Member (AIMp, Day Lewis) |
| Julie Fanneran | LPC Member (CCA, Boots) |
| Karen Alexander | LPC Member (CCA, Boots) |
| Michael McWhirter | LPC Member (Independent) |
| Peter Woodward | LPC Member (CCA Boots) |
| Alison Freemantle | LPC Joint Chief Officer |
| Artur Pysz | LPC Joint Chief Officer |
| Skye White | LPC Office Manager |

24/01/01	<p>Chair's Welcome & Requests for AOB</p> <p>A Sharma (Vice Chair) welcomed everyone to the meeting.</p> <p>AOB: CPPE update and presentation on Technician Course</p>	
24/01/02	<p>Declarations of Interest</p> <p>Nil</p>	
24/01/03	<p>Apologies for absence & nominations of proxy votes</p> <p>Ashley Littlewood-Miller LPC Member (CCA, Boots) arrived at 11am.</p>	

24/01/04	<p>Minutes of the previous meeting on 9th November 2023</p> <p>These were accepted by the committee and signed by Chair, A Littlewood-Miller.</p>	
24/01/05	<p>Matters arising from the Minutes and Action Update</p> <p>Community Pharmacy PCN Leads in Portsmouth Trial</p> <ul style="list-style-type: none"> • J Fanneran to send A Pysz the PCN Service spec. • Claire Currie from Public Health Portsmouth is looking into the funding. CPSC have committed to half of the payment for a two-year project with five PCN's. • All matters were either completed actions or covered elsewhere in the agenda. 	JF
24/01/06	<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>Highlights</p> <ul style="list-style-type: none"> • Pharmacy First Specification finally published and great to see over 87% already signed up. • Increase of signups to the CPSC newsletter – seen a small flurry this month. • Fabulous holiday! <p>Lowlights</p> <ul style="list-style-type: none"> • The sheer number of meetings in diary at the moment. This is impacting on the time getting to spend on existing service development work. • Lack of ABPMs being done compared to number of BP consultations (CPSC at 2% vs expected national 10-15%). • Number of queries about training for Pharmacy First (both face to face and online). <p>ABPM Discussion</p> <ul style="list-style-type: none"> • Machines cost over £1000, it is a huge expense and risk for contractors. • Locum pharmacists tend not to know how to use ABPMs. • P Woodward has done over 28 ABPM, and none of the machines have gone missing or been damaged. D Howells seconded it and believes the reason they are not being done is time and resources. • G Warner to ask what the loss rate is on the ABPM machines nationally. • Training required for locums and all pharmacy staff on ABPM machines. 	GW

<p>24/01/07</p>	<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>Highlights</p> <ul style="list-style-type: none"> • Positive meeting with Claire Currie regarding the PCN leads potential trial. • Support for DPP – meeting with chief pharmacist from the hospital (UHS), there is definitely support for training. • Started to use twitter again. CPSC has become more proactive. A Pysz to look into the CPE social media policy to make sure covered with governance. • Pharmacy First – 8 drop in sessions planned, good turnout at the drop-in sessions to date, mixture of employed pharmacists and locum pharmacists. <p>Lowlights</p> <ul style="list-style-type: none"> • A huge number of meetings to attend, Alison and Artur have started to identify specific work streams. • HIOW ICS is still restructuring so it is difficult to get information out of them. Frimley ICS is progressing further and are more proactive. 	<p>AP</p>
<p>24/01/08</p>	<p>DMS</p> <p>One document has been created and four videos have been recorded with technicians and pharmacists. All committee members to review videos and provide feedback to A Pysz and A Freemantle by Friday 19th January 2024</p>	<p>ALL</p>
<p>24/01/09</p>	<p>CPSC Branding – CPL</p> <ul style="list-style-type: none"> • PR perspective – beneficial • Other LPCs in the South East have adopted the CPL logo. • The committee voted unanimously to adopt the new log and change the trading name of the LPC to Community Pharmacy Hampshire and Isle of Wight. 	
<p>24/01/10</p>	<p>Pharmacy First</p> <ul style="list-style-type: none"> • Drop-in sessions continue. More sessions to be booked for February and early March. • Any suggestions and ideas around engagement of Pharmacy First, please share with A Freemantle and A Pysz. • Frimley ICB funding and offering training, Hampshire ICB still looking into training options. Probably would not be face to face. • There are third party providers offering face to face training. A Freemantle to share third party providers with contractors. 	<p>ALL AF</p>

24/01/11	<p>CPE Governance</p> <p>A Freemantle presented the new Community Pharmacy Local governance framework, Code of Conduct and Governance subcommittee terms of references documents. All committee members would be required to sign up to it and the signing of the paperwork would be left to the individual committees to decide.</p> <p>The committee voted unanimously to adopt the Governance Framework and Code of Conduct.</p>	
24/01/12	<p>Subcommittee Meetings</p> <p>All committee members broke into their sub-committee groups for a 30-minute discussion.</p>	
24/01/13	<p>LPC Reports</p> <p><u>CPE Update</u></p> <ul style="list-style-type: none"> • G Warner update the committee. • Pharmacy First – biggest challenge, change in tariff moving forward. Is the IT going to be ready by 31st January 2024? There are fall backs. Two of the four systems are being piloted. • GPASK given a priority 3. • BSA given a priority 2. • There are alternatives for everything. Two systems got amber lights for consultation. • Booking and referral systems from NHS(BARS). Expectation is 10 million Pharmacy consultations in the next 12 months. Contractors need to look at their capacity. <p><u>Market Entry</u></p> <ul style="list-style-type: none"> • 6 applications received and reviewed in Nov/Dec. • 1 application received and to be reviewed so far in January. • A Pysz to review the market entry template. <p><u>Service Development</u></p> <ul style="list-style-type: none"> • NIL <p><u>Governance</u></p> <p>NIL</p> <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 £202,048.47 with a deficit reduced to £16,974.48 which is tracking to budget. • Budget 2024/25 still be produced and will be circulated for a vote at the March LPC meeting. • P Woodward sent a letter to HEE regarding the refunding of the bursary the LPC has been holding for Bartosz Hoffman and his independent prescribing course. HEE have responded and asked for it to be put towards educational purposes. 	AP



	<ul style="list-style-type: none">Reminder that all committee members' expenses for tax year 2023/24 must need to be submitted by 30th April 2024.	ALL
24/01/14	<p>Hinal Patel, Community Pharmacy Clinical Integration Lead HIOW Hinal Patel gave a presentation recapping the last meeting, last three months and her priorities over the next few months.</p> <ul style="list-style-type: none">Independent prescribing, 6 sites active, will receive payment.Smoking Cessation Service still in progress.Pharmacy First – 256HIOW ICB, 30 Frimley ICB sign up as of today.Training – online resources, details to follow, looking at an umbrella of support.Local minor ailment scheme, Portsmouth, Southampton and IOW currently running, work underway to merge into one scheme for HIOW ICB.Palliative care scheme – Pharmacies and teams worked really well over the Christmas period.	
24/01/15	<p>AOB</p> <ul style="list-style-type: none">Paula Higginson, Head of learning development for CPPE updated the committee via a presentation on the CPPE Technician Advancing your Role course.	
24/01/16	<p>Meeting Close</p> <p>The meeting closed at 13.30</p>	
	<p>Future LPC Meeting dates and venues for 2023 /2024:</p> <ul style="list-style-type: none">14 Mar 2024 - Virtual Meeting09 May 2024 – Holiday Inn Winchester11 July 2024 – Virtual Meeting19 Sep 2024 – Virtual Meeting14 Nov 2024 - Virtual Meeting	