

# Hampshire & Isle of Wight LPC

SUPPORTING LOCAL COMMUNITY PHARMACY

**Chairman:**

**Debby Crockford MRPharms**  
Rowlands Pharmacy  
Jackson Close, Grove Road,  
Cosham, Hants  
PO6 1UP  
Tel: 077 1350 6177

e-mail: [dcrockford@rowlandsparmacy.co.uk](mailto:dcrockford@rowlandsparmacy.co.uk)

**Chief Officer:**

**Paul Bennett, FRPharms,**  
Sentinel House, Harvest Crescent  
Fleet  
Hampshire GU51 2UZ  
Tel: 01252 413778  
Fax: 08716 613991

e-mail: [paul.bennett@hampshirelpc.org.uk](mailto:paul.bennett@hampshirelpc.org.uk)

## MINUTES OF LPC MEETING

14<sup>th</sup> July, 2016

Chilworth Manor, Southampton

**Present:**

LPC Members (listed in alphabetical order):

Anjella Coote	LPC Member & Vice Chair (CCA, Boots)
Debby Crockford	LPC Member & Chair (CCA, Rowlands)
Alan Greer	LPC Member (AIMp, Day Lewis)
David Parker	LPC Member (Independent)
Roshni Simmonds	LPC Member (CCA, Rowlands)
Marilyn Stapleton	LPC Member (CCA, Lloyds)
Gary Warner	LPC Member (Independent)
Paul Bennett	LPC Chief Officer
Richard Buxton	LPC Service Development Manager
Jo Addison	LPC Office Manager

16/07/01	<p><b>Chairs Welcome &amp; Requests for AOB (for Item 15)</b></p> <p>Debby Crockford welcomed the committee members to the meeting and introduced our 2 new committee members, Roshni Simmonds, the CCA nominee for Rowlands and also Ashley Littleton-Miller, the CCA nominee for Boots (who was unable to attend due to pre-arranged absence prior to nomination).</p> <p>AOB item notified by AC - Public Health England HLP Quality Assurance Tender.</p>													
16/07/02	<p><b>Apologies for Absence were received from:-</b></p> <table><tbody><tr><td>Paul Eyles</td><td>LPC Member (CCA, Boots)</td></tr><tr><td>Arun Sharma</td><td>LPC Chair (Independent)</td></tr><tr><td>Davinder Virdee</td><td>LPC Member (Independent)</td></tr><tr><td>Peter Woodward</td><td>LPC Member &amp; Finance Officer (CCA Boots)</td></tr><tr><td>Zulfikar Kermali</td><td>LPC Member (CCA, Sainsburys)</td></tr><tr><td>Ashley Littleton-Miller</td><td>LPC Member (CCA, Boots)</td></tr></tbody></table> <p>Proxy votes were given as:</p> <p>For Zulfikar Kermali – David Parker For Arun Sharma &amp; Davinder Virdee – Debby Crockford</p>	Paul Eyles	LPC Member (CCA, Boots)	Arun Sharma	LPC Chair (Independent)	Davinder Virdee	LPC Member (Independent)	Peter Woodward	LPC Member & Finance Officer (CCA Boots)	Zulfikar Kermali	LPC Member (CCA, Sainsburys)	Ashley Littleton-Miller	LPC Member (CCA, Boots)	
Paul Eyles	LPC Member (CCA, Boots)													
Arun Sharma	LPC Chair (Independent)													
Davinder Virdee	LPC Member (Independent)													
Peter Woodward	LPC Member & Finance Officer (CCA Boots)													
Zulfikar Kermali	LPC Member (CCA, Sainsburys)													
Ashley Littleton-Miller	LPC Member (CCA, Boots)													

16/07/03	<p><b>Declaration of Interest</b> There were none.</p>	
16/07/04	<p><b>Minutes of the previous meeting on 19<sup>th</sup> May, 2016</b>  These were approved and signed by Debby Crockford.</p>	
16/07/05	<p><b>Matters arising from the Minutes and Action Update</b></p> <p><u>AGM Replacement</u> – It was agreed that the AGM this year will be an online only event and an Awards Evening will be organised for Spring 2017. Debby and Anjella will circulate details of the event to Contractors in early September (and also via the Local Academies). Jo to liaise with Debby re suitable dates and search for an appropriate venue. Richard Buxton also offered his help.</p> <p>It was noted that the LPC should check with PSNC that holding an online AGM is permitted.</p> <p><u>HLP Development</u> – Anjella Coote agreed to spread the word about the new HLP approach via the CPW Academies.</p>	<p>JA RB</p> <p>PB</p> <p>AC</p>
16/07/06	<p><b>Chief Officer's Report</b></p> <p><u>Contractor Support Event</u> – The LPC endorsed this event, which is scheduled to take place during the day on 14<sup>th</sup> September and will be a joint event with Dorset LPC. The invitees will be Area Managers from the multiples together with contractor owners. Jo to research venue options. Mike Dent and Gordon Hockey from PSNC have been secured as speakers, together with a possible attendance from David Simons from the NPA or a deputy. The LPC were asked to suggest additional items for the agenda and forward to Paul asap.</p> <p><u>EPS/eRD</u> – The Committee agreed to the existing EPS funding being used to fund Patrick Leppard as the LPC Project Lead.</p> <p><u>Seven Day Prescribing Guidance</u> – The committee agreed to the "low level" guidance publication approach as proposed by the Chief Officer. Paul to progress and discuss again with the LMC</p> <p><u>PURM</u> – The NHS IT procurement process has delayed deployment until September. Gary Warner (who also made a declaration of interest) suggested that the LPC consider getting their own license. Paul to discuss again with NHSE and with Kevin Noble re options of using an LPC Pharmoutcomes licence.</p> <p><u>CPAF</u> – the LPC achieved 100% compliance. Regarding the issue of capture and demonstration of pharmacist interventions, Paul to ask the NPA if they have any guidance for contractors.</p> <p><u>CAPITA issues</u> – it was decided that there wasn't a need to have an LPC CoE Sub-committee member on the PCSE user panel as offered as there was already PSNC representation.</p> <p><u>LPC Training Events Charging Policy</u> – After discussion, the committee agreed to have a clear policy of charging (£50) for non-attendance of pre-booked delegates at events if written notice was not given to the organiser within 48 hours of the event. It was agreed that the individual</p>	<p>JA LPC</p> <p>PB</p> <p>PB</p> <p>PB</p>

	<p>(rather than the employing organisation) would receive the demand for payment and in the case of a multiple, their Area Manager would also be notified and for an Independent the owner/ contractor would be notified.</p> <p><u>LPC Meeting Attendance</u> It was noted that non-attendance is an issue for both LPC (and Academy) meetings and that there were repercussions on LPC finances for non-attendance where the Office is notified too late to amend arrangements.</p> <p>Members were encouraged to prioritise the six meetings per year that the LPC holds to ensure adequate attendance and that appropriate representation for contractors is demonstrated</p> <p>The Chair and Chief Officer will construct a letter for co-signature to go to all LPC members and LPC Member nominating organisations about this issue. It was agreed that the LPC would re-visit this as and when the situation arises.</p>	<p>All</p> <p>PB/ DC All</p>
16/03/07	<p><b>Finance Officer's Report</b></p> <p>Peter Woodward was absent from the meeting (due to circumstances entirely outside of his control) and there were no comments on his written report. The committee was minded to keep a close eye on the level of reserves accumulating and to avoid future escalation to an inappropriate level.</p>	<p>PW/ PB</p>
16/07/08	<p><b>Professional Services Strategy and Update</b></p> <p>Richard updated the committee on the extensive work he has been doing in mapping the services that are commissioned and scoping future opportunity. Considerable effort has been invested into establishing relationships to inform development of the focussed Professional Services Strategy and identify a future path for activity. The Committee was then presented with the proposed strategy which, after discussion, was unanimously endorsed.</p> <p>A link to the Professional Services Strategy presentation is below: <a href="http://hampshirelpc.org.uk/webfm_send/4347">http://hampshirelpc.org.uk/webfm_send/4347</a></p> <p>Richard is to update the current Services Review document to include a heading and grading. He will send this out to stakeholders for their comments.</p> <p>Gary suggested that Richard put together a slide to explain how Community Pharmacies can increase their revenue to include a breakdown of current service revenues and show what the increase could look like.</p> <p>Richard is planning an intensive number of contractor visits over the next 2 months to provide direct support to those targeted as requiring help to develop their service offer. Richard to report back to the Committee on progress at the next meeting</p>	<p>RB</p> <p>RB</p> <p>RB</p>
16/07/09	<p><b>Flu Service 2016/17</b></p> <p>Paul outlined the Flu service for 2016. It has not been confirmed yet if NHSE will commission the use of Pharmoutcomes to capture reporting data. The</p>	<p>PB</p>

	<p>LPC strongly believe that this would be the best option. Paul to discuss other options with Amanda Moores at Dorset LPC and to progress with NHSE</p> <p>It was suggested that pharmacies use appropriate signage to advertise the flu service to pregnant women. Richard Buxton will publicise the service on radio where the opportunity presents and will further develop the LPCs communications strategy with the Chief Officer. Richard confirmed he was happy to be the LPC's "Flu Guru" for 2016/17.</p>	RB
16/07/10	<p><b>Provider Company Model</b></p> <p>Paul circulated, prior to the LPC meeting, an outline of possible Provider Company models with guidance on their structure and function. There was considerable discussion about which model was most appropriate to recommend to contractors and a vote was taken on which of the four strongest contenders amongst Company Limited by Shares (CLBS), Company Limited by Guarantee (CLBG), Community Interest Company (CIC) or 'Hybrid' (CLBS &amp; Trust).</p> <p>The LPC unanimously agreed that the "Hybrid" (CLBS &amp; Trust) would be the most appropriate option (10 affirmative votes (including 3 proxy votes)). Paul will now work the detail of this with the three other local LPCs seeking to form a Provider Company with an ambition to put this proposal to contractors by the end of October 2016.</p>	PB
16/07/11	<p><b>MOTIV Update &amp; Pharmacists in GMP on IOW</b></p> <p>Gill Honeywell, Chief Pharmacist from the IOW NHS Trust updated the committee on the progress of the MOTIV project (Medicines Optimisation In Vulnerable People On Discharge To Home). There will not be any progress until a new Head of Medicines Management has been appointed by the IOW CCG (due soon). The Trust fully supports the initiative but there is a lack of funding available.</p> <p>Gill asked the committee for their inputs into a suggested framework for pharmacists employed in a GP surgery across the Island. She said that working together would make the role more sustainable. It is feared that some practice based pharmacists might only do what the employing GPs want them to do in order to ease workload rather than to add value to clinical care through use of pharmaceutical skills – the focus must be on patient care. It is a concern that by employing existing hospital &amp; community pharmacists this risks depleting the numbers of good clinicians available to work in these areas. Paul to discuss with Gill how the LPN can help and to take to the LPVN Workforce T&amp;G Group if possible.</p>	PB
16/07/12	<p><b>Sustainable Transformation Planning Update &amp; Next Steps</b></p> <p>The Chief Officer delivered a concise presentation of the slides used by the STP Leadership at a recent stakeholder engagement event. The Hampshire &amp; IOW STP plan will be presented by the local NHS Leadership on 15<sup>th</sup> July to Simon Stephens, Chief Executive at NHS England.</p> <p>It is crucial that community pharmacy understands the STP. Paul to circulate his slides to the committee and will keep contractors informed on the LPC website and in the Newsletter while continuing to argue for a voice in the planning of services on behalf of Community Pharmacy</p>	PB

