

Hampshire & Isle of Wight LPC

SUPPORTING LOCAL COMMUNITY PHARMACY

Chairman:

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MINUTES OF LPC MEETING

22nd January 2015

Old Alresford Conference Centre, Old Alresford

Present:

LPC Members (listed in alphabetical order):

Paul Bennett	LPC Chief Officer
Richard Buxton	LPC Member (CCA, Boots)
Anjella Coote	LPC Deputy Chair (CCA, Boots)
Debby Crockford	LPC Chair (CCA, Rowlands)
Alan Greer	LPC Member (AIMp Day Lewis)
Clare Hoy	LPC Member (CCA, Rowlands)
David Parker	LPC Member (Independent)
Chris Townsend	LPC Member (CCA, Lloyds)
Davinder Virdee	LPC Member (Independent)
Peter Woodward	LPC Finance Officer (CCA, Boots)
Jo Addison	LPC Office Manager

15/01/01	Chairs Welcome Debby Crockford welcomed all to the meeting.	
15/01/02	Apologies for Absence were received from:- Rob Darracott LPC Member (CCA) Zulfikar Kermali LPC Member (CCA Sainsburys) Arun Sharma LPC Member (Independent) Gary Warner LPC Member (Independent)	
15/01/03	Declaration of Interest Debby Crockford declared that she was now a CPPE Guardian.	
15/01/04	Minutes of Previous Meeting. Davinder Virdee raised a query on behalf of Arun Sharma (not present during the discussions at the previous LPC meeting). He queried the decision to proceed with the engagement of the 3 new LPC posts. It was clarified that the decision was made on the agreement that the roles	

	<p>would be on an interim, self-employed basis initially, funded by current pots of money with the budget for 2015/16 being reviewed.</p> <p>The Minutes were approved and signed by Debby Crockford.</p>	
15/01/05	<p>Matters arising from Minutes and actions update.</p> <p><u>Stakeholder List</u> – This has been circulated to the LPC members. This document will be vital as a means of communicating with our stakeholders.</p> <p><u>Office Manager Hours</u> – Paul has spoken to Jo and agreed that overtime (or time in lieu) can be claimed for hours worked over and above her current 25 hours per week.</p> <p><u>Flu Top Tips</u> – These were posted on the website and emailed to all contractors. The commissioner was satisfied with pharmacy's contribution. Richard Buxton and Chris Townsend confirmed that they had been a useful tool. It was agreed to do the same earlier next year. Paul asked the committee to let him have any other Top Tips that they deem useful for any service that the Committee was keen to promote.</p> <p><u>Webinars</u> – Zoe Smeaton, from PSNC Communications, was asked how useful these were and if there was any data on logins. There was no data available on regional participation. There had been a reasonable response and PSNC will continue to use a communications tool. The IPF are now also using webinars.</p> <p><u>Services Development Template</u> – The template was forwarded to Jo and is being used for a variety of services. The LPC to inform Commissioners of the document and to publicise its use in the next LPC Newsletter.</p>	<p>LPC</p> <p>PB/ JA</p>
15/01/06	<p>HLP Status</p> <p>Paul informed the LPC of the status of the HLP Project. There are currently 30 HLP pharmacies in the Hampshire and IOW area – split as follows:</p> <p>Southampton – 8/45 Hampshire - 5/240 IOW - 4/31 Portsmouth - 22/41</p> <p>16 pharmacies have applied to join Wave 2.</p> <p>The Area Managers for Boots, Lloyds and Day Lewis are revisiting the progress of applicants within their organisations. Jo is contacting the Independent pharmacies, together with all other applicants. Jo will then pull the information together into a report for the new HLP Co-ordinator to take forward.</p> <p>There were discussions on what motivates pharmacy teams to progress along the HLP journey and it was agreed that more Leadership and pharmacy team events need to be planned. The new HLP role will help engage pharmacies and their teams.</p>	<p>RB/ CT/ AG/ JA</p>

	<p>Being HLP accredited facilitates delivery of services and a commissioner is perhaps more likely to think favourably on HLPs when commissioning because of this. HLP Pharmacy teams are seen as more energetic and pro-active. It is seen as a quality mark for community pharmacy.</p> <p>Paul has met with Ruth Milton, Director of Public Health for Hampshire. She and her team remain very supportive of HLP and £50k of funding has been donated by Hampshire County Council to fund further work on Wave 2 of the project. Paul is meeting with Simon Bryant to discuss progressing HLP in Hampshire in early January</p>	
15/01/07	<p>Community Pharmacy Wessex Academy</p> <p>Fliss Mitchell has agreed to take over running the Mid Hampshire Academy Group from Sandra Gidley.</p> <p>Paul will negotiate a website maintenance contract to ensure the smooth running of the CPW website, after it was discovered that the contract with the website creator expired 3 months after the website launch (in December 2014).</p> <p>The CPW Board still needs to be created.</p> <p>Health Education Wessex engagement is essential.</p> <p>An Interim Chair from within the Board needs to be appointed until such time as the HEW organisation structure is fully in place (April 2015).</p> <p>Paul has asked HEW for a financial contribution towards the Academy, as has been achieved in other localities.</p> <p>Steering Committee – Astra Zeneca have expressed an interest in supporting this.</p> <p>Paul will approach potential industry partners to secure further funding.</p>	PB
15/01/08	<p>Chief Officers Report</p> <p><u>Recruitment of an HLP Manager, Communications and Services Development Leads</u> – Paul asked for volunteers from the committee to help with the interview process. He has also mentioned the recruitment to commissioners to spread the word and demonstrate how seriously the LPC take these roles. Closing date for applications is 6th February 2015.</p> <p><u>Medicines Optimisation</u></p> <p>AHSN – Wessex very pro-active with a work stream focussing on medicines optimisation. Vikki Rowse is their Workstream Lead and Clare Howard is their Clinical Lead. They have organised two engagement events for both GPs and Pharmacists planned on 4th and 25th February in Winchester on Repeat Dispensing. Paul is working with Pfizer and the AHSN to organise some events hopefully to take place in April which will be co-branded as LPC/AHSN and Pfizer events.</p> <p>The LMC and LPCs met in January and agreed a common agenda on improving EPS awareness amongst respective contractors. Post AHSN networking events it was proposed to form a Task and Finish Group – lead by Patrick Leppard working with the LMC, to produce guidance on best practice.</p>	LPC

	<p><u>Minor Ailments Scheme</u></p> <p>Southampton City CCG have submitted a proposal for the introduction of the service. Only 12 pharmacies were picked out of a possible 23 which was disappointing and the service specification was considered too narrow. However, the service will be evaluated in summer and it was hoped that this would demonstrate both value and potential.</p> <p><u>GP Federation and MCP</u></p> <p>Paul had a meeting with the NH GP Alliance CEO to discuss further Community Pharmacy as a potential partner to their proposed formation of a Multispeciality Community Provider Group. Paul has been invited to attend a Steering Group meeting in late January. The LPC were asked if they should revisit the opportunity to create its own provider organisation. It was decided that after discussion with other Chief Officers and stakeholders, that Paul would report back to the LPC at the next meeting with options for creating a provider arm.</p> <p><u>Sexual Health/NHS Health Checks</u></p> <p>Contractors now need to apply for these services via the Hampshire County Council tendering website InTend. The LPC are to provide help and support to help contractors who may struggle to navigate the system and to publicise matters via the LPC website as appropriate.</p> <p><u>Flu Service</u></p> <p>In late December 2014, Paul became aware of an opportunity for CP to formally be involved in and understand the procurement process for the provision of childhood flu immunisation service (via intranasal vaccine). This was again via a tendering website.</p> <p>It was agreed by the committee to continue to raise awareness among contractors and to use the LPC website accordingly.</p>	PB
15/01/09	<p>LPC Risk Assessment</p> <p>The committee were split into 4 groups and asked by Peter Woodward to make a list of potential risks to the LPC and solutions for mitigation.</p> <p>Peter and Paul will pull together the information gathered and report back to the LPC at the next meeting.</p>	PB/ PW
15/01/10	<p>Finance Officers Report</p> <p>Peter presented his Finance Report, together with proposed 2015/16 Budget. The committee asked for clarification of the Grant Account budget funding and how it is allocated. Peter will revise his budget to reflect this by producing 2 budgets – one for NHS income and one for grants, together with a consolidated report.</p>	PW

15/01/11	<p>COPD Update – Fliss Mitchell</p> <p>Fliss presented an update on the progress of the COPD project which is being run as part of the AHSN Respiratory Program.</p> <p>Portsmouth CCG have collaborated with AHSN to apply to the Accelerator fund to expand the number of pharmacies eligible to take part in the COPD project.</p> <p>Corporate representatives were asked to encourage their participating pharmacies to drive forward the service and FM agreed to engage with the committee once the future of the Accelerator Fund bid was known.</p> <p>FM agreed to share the presentation with Committee members</p>	FM
15/01/12	<p>LPC Reports</p> <p><u>Market Entry</u> – David Parker asked the committee if it were appropriate to engage the services of e.g. Charles Russell, to respond to complicated applications. Due to conflict of interest or lack of expertise in a particular area, it sometimes means that expert input would be advantageous. David will investigate the costs of engaging an appropriate representative and report back to the committee.</p> <p><u>Services Development</u> – Minor ailments and flu services specifications have all been reviewed using the PSNC service evaluation template and are on our website. Training dates for Ellaone have been traffic-lighted.</p> <p><u>PNA</u> – In Gary Warner's absence, the committee were referred to Paul's Chief Officer Report for an update. Only the IOW PNA was awaited in final draft form and this was expected imminently.</p> <p><u>Governance</u> – Rob to update the committee at the March meeting.</p> <p><u>PSNC</u> – Gary to update the committee at the March meeting.</p>	<p>DP</p> <p>RD</p> <p>GW</p>
15/01/13	<p>AOB</p> <p><u>Drug Tariff</u> – Paul informed the committee that Julia Booth is chasing up the lack of a January hardcopy of the Drug Tariff. Paul has been keeping contractors updated on the latest developments via our website.</p> <p><u>EPS/LPS</u> – Within Wessex there are 5 LPS. Their contracts end on 31st March with no extensions available. Paul outlined their options:</p> <ul style="list-style-type: none"> • Go onto the pharmaceutical list as a 40 hour pharmacy • Join an LPS scheme commissioned by NHSE • Close <p>The LPC were keen to support these pharmacies to achieve a satisfactory resolution and Paul agreed to provide office support and advice as appropriate.</p>	PB

	<p><u>LPC Chair</u> – Paul informed the committee that Debby Crockford had given him early warning that she wishes to stand down as Chair from April this year. Paul thanked Debby on behalf of the Committee for all her hard work and dedication over the preceeding years and invited committee members to apply for the position. Debby offered to provide information on the role to any interested applicants.</p>	LPC
15/01/14	<p>Future LPC Meeting dates and venues</p> <ul style="list-style-type: none"> • 19th March 2015 Langstone Hotel, Hayling Island PO11 0NQ • 21st May 2015 AR Pharmacy, Totton SO40 8WU • 16th July 2015 Hilton Hotel Chilworth, Southampton SO16 3NG • 24th Sept 2015 Holiday Inn Eastleigh SO50 9PG (pm LPC +AGM) • 12th Nov 2015 AR Pharmacy Totton, SO40 8WU (Closed – joint with Dorset LPC) 	
15/01/15	The meeting closed at 3.45pm.	