**Minutes of LPC meeting January 13th, 2022**

**Apologies:** Sophie Cutler - CCA (SC)

**In Attendance:** Andrew Lane- chair (AL), Neetan Jain- vice chair and IND (NJ), Gary Barber- IND (GB), Etisham Kiani - IND(EK), Wayne Ryan- CCA (WR), Sam Bradshaw- support officer (SB), Rebecca Myers- AIM and Partnerships Manager (RM), Vas Alafodimos -CCA (VA), Mohammed Rahman – CCA (MR), Will Pearce – Treasurer and CCA (WP), Peter Badham – AIM (PB).

**Guests: Sian Retalick (PSNC SW Rep) and James Wood (PSNC)**

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| **Welcome and introductions** |  |
| **November meeting minutes approved** | Approved for publication. |
| **Contracts** | Lydney and Cinderford Pharmacies (Imman Healthcare) have been sold to Clinipharm as of 01st Jan 2022. Tariq Iqbal (Consultant) has been supporting to update contracts and service details.  Unscheduled Closures – RM shared spreadsheet of closures, GB & WP suggested that the spreadsheet was not accurate for certain areas. Pharmacies have been closed on more occasions causing difficulties with local pharmacies. MR confirmed that there has been staffing issues at some Pharmacies, all Rx’s returned to spine as requested by Surgeries. Business should resume in the next couple of weeks as staff return.  PB also reported difficulties as a result of Pharmacies closures.  MR Confirmed that the Lloyds portfolio sale due to complete 01/02/2022 is not having any impact on the business. Locum booking is causing some issues due to business accounts now required by Locums.  RM asked Lloyds if there was anything the LPC could do to support?  AL suggested that GB, WP and PB to record closures independently and share at next meeting. Contractors should be notifying local Pharmacies when closing so they can prepare for additional patients. RM suggested using PCN Leads to cascade info. WP suggested that Pharmacies that are doing additional work to support closures should be funded. RM to enquire with NHSE and ask if they are communicating with local pharmacies prior to accepting closure requests. |
| **Officer reports** | **AL**-  ICS successful funding for local service after discussion with Mary Hutton. Discussed with LPC with RM proposing Winter Walk In Service, using Cornwall Service Spec.  Teresa M remaining in CCG role for further 3 months.  **RSG update:**  RSG have started to refresh website. SB to add link on Glos LPC Website.  RSG have organised 3 engagement events to go through draft proposals and programme, encouraging members to attend, dates : 26th/27th/28th January 2022. Attendees will need to register for link to attend. GB asked if slides will be available after event for those that are unavailable that week.  RSG feedback discussing aligning ICS with LPC’s maximising Community Pharmacy input. Gloucestershire is already aligned and working well with ICS. Contractors voting on future of CP early 2022. Not expecting to see any outcomes until Feb/March.  Discussed various services covered later in minutes.  **SB**- Support Officer’s Report:  PNA Questionnaire, Winter Walk In Service, Gloucestershire Pharmacy Spreadsheet updating, URMS, GP CPCS, Lateral Flow Testing Service,  Care Homes Flu, GCC Flu, HLS – NRT Vouchers/Smoking Cessation training  Mailchimp – sending out important comms to contractors.  LPC Website – update and events.  PharmOutcomes – Producing templates  Contact and Support to Contractors. PCN’s leads info.  Christmas Annual Leave  Meetings – JICB meeting with new CCG Lead, Flu, Flu Working Group, GCC Flu Service  **RM**- Partnerships Manager Report:  SW LPC chief officers’ group  IPMO calls  ICS seasonal flu group  ICS flu subgroup- care homes  Council flu calls  NHSE strategy call  NHSE operations call  Calls with LOC and LDC  ICS stakeholder’s forum  Council Hypertension and NHS Health Checks  Council PNA calls  Calls with Teresa Middleton re. URMS and Winter Walk In  Care navigation Cheltenham peripheral  BBC Radio Glos  Call with Adele and AL  Provided service data and discussed Winter Walk in service and URMS provision which was organised by RM over the Christmas Holiday period. |
| **Treasurer update** | **WP** gave overview of budget  Budget requires approval in March. PSNC Suggested starting with zero based budget. Treasurer sub group to review budget and present at LPC March meeting. New expenses policy provided by PSNC. WP suggests adopting- to review at March meeting. |
| **PSNC Presentation**  **Sian Retalick and James Wood** | JW gave a detailed presentation on his role at the PSNC and update on PSNC including; Guidance for LPC’s, Covid, workforce, moral, budgets, challenges. Operational reflections for 2021 – Covid costs, investment, Advanced payment, contractual easements, Vaccine provisions by CP. PSNC focusing on Covid, Flu, GP CPCS, DMS and Smoking Cessation for 2022.  SR asked the Committee for their priorities – Funding of services, building on services, getting Hospital and GPs to push referrals into Pharmacy. Discussed NMS asking if Pharmacies are using catch up time to completed consultations as are quick wins with good financial return. PB also noted that NMS also promotes good patient care and reputation. EK suggested retaining skilled staff in CP as a priority, needs addressing before staff are lost to other sectors. AL discussed Locum workforce issues, impacting closures. RM to send future LPC meeting dates so SR can give regular updates. |
| **Virtual Outcomes** | **Virtual Outcomes – info for voting for licence renewal**  Total views since 2018 – **3090**  Pharmacy staff signed up – **64**  Breakdown of Pharmacies usage – **CCA – 24, AIMp – 25, Ind – 18**  Cost of licence to continue with access to VO is 2k. Discussion on usage by contractors. Committee decided it was good value for money for LPC to provide training modules for Contractors on relevant topics. SB to promote usage and sign up to contractors.  Committee agreed to continue to fund VirtualOutcomes |
| **GP CPCS & Winter Walk In** | GP Referrals still low in Glos. Discussed reasoning, confidence in reception staff and investigating why two surgeries in Glos are successful others not so. With the commissioning of Winter Walk in Consultation Service concerns that surgeries will forget referral process. RM hopeful that WWIS will be extended if good consultations can be recorded and shown to be of value. EK asked if Consultation box on PharmOutcomes can be expanded. SB to enquire and action.  Committee asked if positive and negative feedback can be given to Pharmacies who are completing service.  Boots are not able to provide any new services until Contracts with CCG and GCC are resolved. |
| **HCFS** | 47 Pharmacies have already signed up to provide service. PharmOutcomes Templates have been copied over to Glos. SB to check who is live and if any contractors require training. SB to accredit all Pharmacies on PharmOutcomes and make templates live for use.  Engagement and training evening planned for February (see below) |
| **PNA** | 59 PNA returns recorded. CCA Rep’s to encourage completion. SB to send out final message to complete. |
| **LPC Training Evening** | Looking at Feb date as Pharmacies too busy to attend in Jan. Bayer to sponsor. SB to arrange |
| **AOB** | SC has missed four LPC Meetings. RM to email SC and request CCA Replacement. There are now two CCA and one AIM vacancies on LPC.  Covid – Grab a jab incentive, all contractors have been made aware, no need for further info.  CCG Teresa Middleton replacement Adele Jones. RM to invite to Pharmacy setting specifically with an IP. EK offered to host.  NHSE – PCN leads funding approved costs to be confirmed 8-10 days per year @ £200 - £250 per day.  Next LPC agreed to be face to face. |
| **Meeting Dates** | Next meeting: March 10thth, 2022 – Hatherley Manor |