**Minutes of LPC Sept 8thh 2022**

**Apologies:** – Will Pearce – CCA (WP), Wayne Ryan – CCA (WR), Vas Alafodimos -CCA (VA), Gary Barber – IND (GB).

**In Attendance:** Andrew Lane- chair (AL), Sam Bradshaw- support officer (SB), Steve Ireland – AIM (SI), Neetan Jain – IND (NJ), Satwinder Sandha – CCA (SS), Matt Mollen – CCA (MM), Rebecca Myers – AIM and Partnerships Manager (RM), Etisham Kiani – IND (EK), Peter Badham – AIM (PB), Abdul Nawaz – CCA (AN).

**Guests: Sian Reterick (PSNC Rep SW)**

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|  |  | **ACTIONS** |
| **Welcome and introductions** | New CCA member – Abdul Nawaz  |  |
| **July meeting minutes**  | Approved for publication. | **SB**  |
| **Officer reports** | **RM** – Gave a summary of work – items discussed in services**AL**- Gave a summary of work – PGD’s discuss in services**SB** – Gave a summary of work – Committee agreed to RM/SB/SI meeting to look at LPC Website and give overhaulAGM agreed for November – PM LPC Meeting running into evening Contractor event (GP CPCS, HCFS, NMS) | **SB/RM/SI****RM/SB/AL** |
| **Treasurer update** | Budget spreadsheet to be presented at November meeting.Current accounts show surplus cash, need to be mindful of financial pressures to follow, agreed to leave surplus in account at present. Two Contractors have not paid for Flu training 2021. WP to send final reminder for payment. If payment not received it will be written off and they will be unable to take advantage of future (Contractor pays) training sessions organised by the LPC).WP has resigned from post of Boots Pharmacy Manager in Fairford. He will be remaining on a zero hours contract, Committee agreed to accept WP offer to remain on LPC as an employed Treasurer on current terms.WP requested approval for changing LPC Accountant – Agreed. | **WP** |
| **PNA** | Not yet published. |  |
| **Contract Issues** | Badham, Upper Rissington – change of opening hours, Rurality review has not yet been received by LPC. RM to chase.Rowlands Bourton, Badham Quay St, change of opening hours.Tuffley Pharmacy – change of ownership.Badham Pharmacies have purchased Lloyds St Pauls.No unscheduled closure issues reported. | **RM** |
| **PCN Leads** | Poor attendance and booking of Leadership Conferences and uptake of training modules notified to LPC from training providers. SB has sent reminders.PCN Lead vacancies; Hadwen/Quedgeley, Glos NSG and Stroud Cotswolds. PB, AN & SS to look if they have staff to step into roles. | **PB/SS/AN** |
| **Wokforce** | Discussions on Pharmacy staff leaving CP to take up new roles in ICB/PCN’s. Pharmacists, Technicians and Dispensers.EK suggested that CP is given some breathing space to establish Pharmacy teams. AN suggested encouraging joint working, releasing some staff back into CP to help with current staffing issues. PB asked how do we utilise Ip’s in CP now?EK suggested promoting careers in Pharmacy through Schools and Colleges in Gloucestershire. Committee discussed approaching Gloucestershire College to see if they would support Technician Training.  | **RM** |
| **Services** | **DMS** – EK DMS received has decreased over last month. PB commented that the service is very time consuming and tedious to report PharmOutcomes/MYS Portal duplicating info.SB to send DMS report to RM**GP CPCS** – ICB Project meeting SB working with Gayle Sykes on project plan, linking established GP CPCS provider Pharmacies with Surgeries in the first instance to encourage positive outcomes and confidence for reception staff referring patients. AN and SS to confirm Pharmacies to be included in the list. SB speaking with other Pharmacies. SB also gave idea of day-to-day communication from Surgeries and time spent liaising between CP and Surgeries to resolve.**PGD’s** – Guidance has been given to not issue any new PGD’s for antibiotic use. RM to get update | **SB****AN/SS****RM** |
| **Flu**  | GCC Flu Service – Specification and funding confirmed.EOI’s gathered and SB waiting for Contract Variation to send to participating Pharmacies. 47 Pharmacies expressed interest, with Boots and Lloyds able to participate when PHES contract has been signed off. Leadership Conf to be covered by Pharmacist offering Flu Vacs and BP Checks as part of HCFS.Fire station Drive throughs – Booked slots in Oct for 4 locations. Will be available for Care Home Staff, Dom Carers and GCC Staff. | **SB** |
| **PSNC/TAPR** | Committee viewed PSNC presentation to LPC’s. TAPR – seven workstreams; Vison, Strategy, Governance, Levy Finance, LPC Support, Contractor and LPC Engagement, Branding and Visual Awareness.RM facilitated discussion and ideas how Glos LPC wanted to progress with plans, RM to transfer ideas to workbook and circulate to LPC for review for Nov meeting. | **RM** |
| **ICS/ICB** | Sian Williams new position of ICS Community Pharmacy Lead.Ongoing role. SW to be invited to join each LPC Meeting for half day.ICS workforce meetings – SI attended on behalf of LPC.  | **RM** |
| **Sian Reterick PSNC SW Rep** | SR asked how the LPC Plan was going, AL & RM explained that we have discussed and will present TPAR once completed. Questions raised to SR :How do we the LPC get regular PSNC feedback? PSNC new structure? Increase costs addressed? Transparency with PSNC Negotiations? Is current contract fit for purpose?SR to report back after next PSNC Meeting |  |
| **AOB** |  EK mentioned that TradBe have not been collecting meds regularly. Ubico have been providing good sharp’s collection. SB to feedback to Sharon Greaves NHSE. | **SB** |
| **Meeting Dates** | Next meeting: AGM November 10th, 2022 – Kingsholm Stadium, Gloucester. |  |