**LPC Meeting – Wednesday 13th January 2015**

14a High Street, Staple Hill, Bristol, BS16 5HP

9am – 5pm

Present: Lisa Fisher, Richard Brown, Himmit Bhambra, Sam Ghafar, David Tomlinson, Jerry Long, Natalie Sherlock, Tanzil Ahmed , Stuart Moul, Alan Smith, Roger Herbert.

Apologies – Chris Howland-Harris, Jon Phillips, Sadik Hassan

Declarations of Interest – None

CCA nomination for report **–** Natalie Sherlock

NHS England response to Pharmacy application

Application has been refused.

Treasurer’s Report

The Accounts spreadsheet has been updated and is now available on the shared drive, Debbie now has limited access. PharmOutcomes is now being shown separately and not in misc as it was, so it is easier to highlight. Invoices for PO will soon be going out – **Debbie.**

We will soon need to start thinking about 2015/2016 budget planning and what the LPC’s priorities are for the year. What is the correct amount to have in the bank in reserve?

We should approach the PSNC to request a reduction in levy – **letter to be sent Jerry/Lisa**

Budget to be put on the agenda for February.

Review of Nov Minutes and Action Points

Alan will try to get some statistics on the flu service in London.

Minutes agreed and will be added to the website – **Debbie.**

**Action points** – all completed.

Jerry contacted Brittania, we need to write to them to ask what the signatories are – **Debbie/Jerry.**

Bristol Stop Smoking - Drop in engagement

Lynn Stanley is coming this afternoon to talk about the decline in stop smoking in Bristol. Review of statistics. Wendy has stopped using the invoice and she is paying them via the forms they submit.

HLP Update

Email was sent to ask for Expression of Interest to pharmacies and for the role of Project manager. We are currently recruiting for the project manager, update on candidates who are being taken forward to the second interview stage. We have around 12 pharmacies that are interested in being part of the project.

Banes Bank Holiday Rota

Bank holiday rota was sent out to pharmacies but they had limited response. Banes need the LPC approval to put together a rota to cover bank holidays – Committee has agreed this – **Richard to report back to Banes**.

Richard has raised the point about paying the rota fee for all pharmacies even the ones that agree before they are put on a rota.

Governance Review

Governance Document was reviewed by the committee, this will be posted on the website shortly.

Review South Glos Contracts

Contracts were sent to the committee to review prior to the meeting.

BP Service Pilot update

This was put out to the pharmacies, training was held on Monday evening where 2 pharmacies attended.

Visitor - Jacqui Offer – Specialist Public Health Manager, South Glos.

Presentation given by Jacqui.

Jacqui will send us some information to see if it is relevant to go on our website. Richard will send best practise ideas from other areas to Jacqui. Richard has sent contact details to Jacqui for Sam (Boots) and Jerry (Lloyds).

Jacqui wants to know what we want training on and what we would like support with.

Discussed that the stop smoking service needs to be refocused on and it needs bringing back into people’s minds.

We will get some top tips and circulate to all pharmacies, Debbie to call 3 pharmacies that are performing well and ask what they are doing to help make stop smoking service work – **Debbie**

Emergency Supply LES Banes

This is being commissioned in Banes, we have been given £1000 to roll this out and get the message out about how to make this work. The LPC will need to send out information to the pharmacies about how to make this work in your pharmacy, we will pick up on pharmacies that are struggling and support them and Richard will also highlight this at our training events this month.

Suggestion that the committee could telephone the key pharmacies in the area to confirm their weekend staff are able to give emergency supply/understand the service.

Break out groups – Budget/Newsletter

Break out groups worked on ideas to present to committee for next year’s budget, and the newsletter.

Visitors - Lynn Stanley/Wendy Parker – Bristol Stop Smoking

Lynn Stanley – Smoke free Bristol

Lynn runs stop smoking groups, they have a higher quit rate than a 1 on 1 consultation and is a good use of time. Lynn would like to know if the LPC would be interested in running a group like this. They would pay for the location and they would help with the recruitment, by getting the GP practises to send a mail out to smoking patients. Evening sessions work best, usually takes around an hour per session, 1 evening a week for 7 weeks. Lynn estimates this would take around 25 hours over a 7 week period.

There is a group running in Fishponds that will soon have to be stopped due to not having enough people to run it, would there be a local advisor who would be able to run this?

We will send out an email to contractors in Bristol asking if anyone would want to run these sessions and outline the payments involved. We would want Lynn to liaise with the GP surgeries to mail out to relevant people. Lynn needs to put together a proposal internally to suggest the costs/how this would run. Lynn will get the approval and then come back to Richard.

They have noticed a bigger drop off in pharmacy than GP practises.

No financial incentive to send back the information about the people who have failed. The feedback has been that this isn’t a good contract for the pharmacies.

The prescription charge is currently under review.

AOB

Newsletter – we will include the conference feedback for last year.

We received £300 from Moorfields for advertising in the newsletter.

It was noted that it would be a good idea in the future to know in advance about what our guests will be speaking about.