**LPC Meeting – Wednesday 9th January 2019**

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

9am – 5pm

Present: Lisa Fisher, Richard Brown, Stuart Moul, Ramesh Yadav, Tanzil Ahmed, Sadik Al-Hassan, Morag McMeekin, Heather Blandford, Alan Smith, Judith Poulton.

Apologies – Hilary Forbes, Jerry Long.

Declarations of Interest – None

CCA nomination for report – Alan Smith

Amendments to Training Log – None.

Review of November Minutes & Action Points.

Minutes agreed and will be posted on the website.

Sian from PSNC has shown interest in attending the LPC meetings, Lisa will call her to discuss this with her.

HLP Training proposal to run at same time as training events. Richard will speak to Judith about pulling these together.

Discussion around the reps attending the LPC Meetings and how informative the 15 minute slots have been.

Discussion around the team training day held in December, the content was really good. It was useful to understand where each members strengths lie and will help plan events as we go forward.

Contract applications.

Applications reviewed.

Treasurers report

Richard Brown presented the accounts in Jerry Long’s absence.

Richard pointed out we are now attracting less sponsors to our training events, Richard stated that the topics we ran in 2018 where less attractive to the reps but also they have had their budgets cut and are unable to attend as often as they have been.

Discussion around the A&E Training day – Debbie will raise an invoice for this to cover the costs.

Draft Budget 2019-2020

Discussion around the expected income going forward, discussion around the likelihood that sponsorship may be lower the next financial year.

Discussion around the Implementation Manager and Pharmacy Support roles. The Implementation manager role is currently 3 days a week and Pharmacy Support is 2 days a week. The committee are aware of the importance of these roles but they would like more feedback. Richard has suggested that Jerry and Judith complete a smaller version of the chief officers report each month to be sent with the agenda a week before the meeting.

The title “implementation manager” does not cover what the role entails, discussion around changing the title of this.

Heather has suggested setting up a video link to speak to Jerry and Judith at meetings to get feedback and to not take up too much of their time. This will be trialled in February’s meeting.

Lisa will discuss the breakdown of the costs for the roles with Jerry.

The committee would like a clearer view of the roles they complete to be able to confirm the roles/costs for next financial year.

Discussion around the social Media usage, they may increase going forward, the committee have agreed it would be useful to have a year’s worth of data to decide how to carry this forward.

Discussion around the role of treasurer and whether this needs to be held by a member of the committee. Jerry is in place until March and is happy to continue if agreed.

QPS Update

Richard presents this on Jerry’s behalf. Jerry has started working on the gateway criteria to check how the pharmacies are doing.

Discussion how the LPC can provide support to pharmacies, Stuart suggests a representative visit the pharmacy in person to show them what to do and support.

Richard has suggested that Jerry send out communication to independents and small multiples to ask what support they would like, via telephone, workshop, face to face store visit. Judith will call Jerry to advise him of this. Judith has suggested doing a countdown to the date and advise them what they need to complete each week.

This will also go into the weekly newsletter at the top to highlight the importance of this.

Judith has suggested that a one off communication be sent out welcome to 2019 and updates for the year.

Surgery Pharmacy Relationship Project

The LPC is happy to announce the new role has been given to Barbara Coleman and she will start straight away. Lisa met with Barbara yesterday to discuss the role and what she can bring to it. Judith is also meeting with Barbara tomorrow. Barbara will work to improve the relations between the surgery and the pharmacy.

Barbara is going to approach other areas to see how they have built a good relationship with the surgeries. A measure of success could be

Sarah Cockin – Pfizer

Sarah presented to the committee on Champix and discussed Champix versus NRT.

Pfizerpro.co.uk – is a good site to order any Pfizer products.

AHS Update

Tanzil Ahmed provided the committee with an update on Avon Healthcare Services.

Tanzil highlighted that AHS has to have 2 LPC appointed directors. Avon has 3 directors currently, Chris Howland-Harris, Margaret Hook & Tanzil Ahmed, Chris and Tanzil are the LPC appointed directors.

Judith Poulton works for AHS providing support.

Chris is still an LPC appointed director even though he is not part of Avon LPC, Tanzil asked the committee if they are still happy for Chris to be an appointed director – the committee have confirmed that they are happy with Chris as a director.

Strategic Plan Review

Review of 18-19 plan and actions by the committee.

Chief Officers Update

RB updated the committee on the Emergency dept project. Discussion around HEE and Oriel with reference to the low fill rate for Pre-Registrstion Pharmacists in the South West. Discussion about DMIRS project and the role of GP practices. RB updated the committee regarding HEE and independent Prescribers in community. Discussion around MDS in community pharmacies and the impact of 28 vs 7 day scripts.