**LPC Meeting – Wednesday 11th November 2020**

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

9am – 5pm

Present: Richard Brown, Lisa Fisher, Jerry Long, Matt Courtney-Smith, Imran Ahmed, Tanzil Ahmed, Stuart Moul, Morag McMeekin, Heather Blandford, Barbara Coleman.

Apologies – Ramesh Yadav.

DS – Debbie Scudamore

Declarations of Interest – None

CCA nomination for report – None

Amendments to Training Log – None.

Review of Sept & Oct Minutes & Action Points.

Minutes were not taken in September so attendees will send their notes to Debbie for reference.

No minutes taken in October as just preparation for the Conference.

DS to update the Attendance log.

Contract applications.

Applications are sent to LF & RB when received electronically.

Treasurers report

Update to the end of October. Discussion around the reduction in items YTD and the impact of this. The accounts are in a strong position and the discussions later in the meeting will assist with planning for meetings/costs in 2021.

Primary Care Relationship Manager Update

Barbara has contacted all 24 PCN leads to check they have all sent their contractor surveys out – all have been done.

3 leads have moved on recently, but replacements have already been made.

Barbara has set up a meeting for tonight to support the PCN lead pharmacists, this is the first time all leads have met together.

PQS PCN points – this is worth approx. £300k for community pharmacy.

Barbara has facilitated meetings between pharmacies and practises, re-engaged with 2 Banes groups and has set up whats app chat groups which have been great to encourage contact.

Hep C Testing in Community Pharmacy – Barbara has engaged with the UHB clinical pharmacist to discuss a way forward, she has identified 6 highest performing pharmacy’s with needle exchange to see if they are interested in offering the service.

Contractors have experienced the assistance from Barbara and has found it really useful to have the support.

Implementation Manager Update – RB in Judith Poulton’s absence

GP CPCS – Judith has been working very hard on this pilot, including supporting at a national level. Judith has been recognised by NHSE as doing a great job.

Judith has contacted all non-live practices in BNSSG to invite them to participate in the service and offer any assistance needed.

Multiple Zoom meetings have been arranged to train Banes ready for the service.

HB raised the question about sharing our learnings with other LPC’s. RB has been attending other LPC meetings to share what has been learnt during the pilot. Other LPC’s should be encouraged to invest in CPCS.

Discussion around how long it takes to change patient behaviour. Judith can implement but it needs the pharmacy to keep focus on this and the relationship with the practise is very important.

Flu – discussion relating to the flu statistics. This year has been significantly better than previous.

Discussion on New Services:

* CPCS
* DMS – will be an essential service form Jan 2021, there is no service specification yet. Discussion around what the service may be.

Pharmacy Support Update - RB in Roger Herbert’s Absence.

Roger has been working hard on the BNSSG PGD service, RB shares the google map which shows the live/not live sites across BNSSG, this highlights how well it is going in our area. 2/3 of the area are live.

UTI’s are the highest factor.

Training Calendar 2021

Discussion around the events for next year, the committee agreed that for at least the first quarter there will be no face to face training events. This will be reviewed in accordance with government guidelines as the year goes on.

DS to let Martyn from Engineers House aware.

The committee agree that all events even when we are able to host face to face again, will either be live streamed or ran via Zoom too.

Topics discussed – DS to update the website.

Committee Meeting Dates 2021

Discussion around the frequency of the committee meetings in 2021. Options of frequency of meetings being 5, 6, 7, 8, 9, 10 times a year.

Vote taken:

1 vote for 8 times a year

1 vote for 9 times a year

10 votes for 10 times a year.

Committee meetings will run 10 times a year excluding August and December, same as 2020.

Options for the 10 meetings a year, 10 full days or 5 full and 5 half days.

Vote taken:

7 votes for 5 full and 5 half days

5 votes for 10 full days.

Next Option – Morning or Afternoon for the half day.

Vote taken:

5 mornings

1 afternoon

6 no vote

Committee meetings will be held alternate full and half day (mornings) throughout the year. DS to book these into the diary and send calendar invites.

Review of Strategic Plan

The LPC Strategic plan 2019/20 was reviewed in March 2020.  The normal production cycle would have seen the 2020/21 plan created in April, however due to the impact of Covid-19 this was put on hold and not developed due to the focus switching to supporting our contractors.  Strategically the LPC continued to work on CPCS, DMS and PGDs.  The LPC will develop a 15 month strategic plan in January 2021.

Break Out Groups

The committee went into the following break out groups for 25 minutes:

* Scrutiny of Accounts
* Governance Review

The governance review groups reported back some changes, RB has updated these on the governance document.

RB to recommence sending out a chief Officers report from Jan 2021.

Accounts groups reported a few housekeeping items which they have updated. JL noted that the VirtualOutcomes license is up for renewal in Jan 2021, this will be discussed in Jan LPC meeting. LF highlighted that the Operational Teams contracts are also up for renewal in Jan 2021, this will also be discussed in Jan ready for the new financial year.

Chief Officer’s Update

C19 Vaccinations update – the planned rollout is Dec 2020. Some pharmacies may be offered this as a local enhanced service, they would then decide whether to offer the service. There is limited information available at the moment.

NHSE have revised the rota payments, to go from £250 to £350 per hour. Bank Holiday payments to go from £250 to £275 per hour.

NHSE have rolled out a revised breach procedure police across the South West, the fines for a breach will increase. RB has asked for more clarity on this.

AOB

SAH informs the committee that the C&D awards this year is being held online on 26th November.