**LPC Meeting – Wednesday 19th January 2022**

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

9am – 4pm via Zoom

Present: Lisa Fisher, Richard Brown, Alan Smith, Jerry Long, Ali Hashemian, Heather Blandford, Isabel Diaz-Franco, Imran Ahmed, Morag McMeekin, Matt Courtney-Smith, Ramesh Yadav

Apologies: Sadik Al-Hassan

Election of Vice Chair:

Imran and Ramesh put themselves forward for the post. Imran was voted by the committee to fill the vacant vice chair position.

Declaration of interest: None

CCA report: Alan Smith

Review of October Minutes & Action Points.

Minutes agreed and will be posted on the website.

Treasurer’s Update and Year End Forecast

Jerry presented the accounts for month of December 2021 and YTD. The balance available in the bank and the action points for January discussed. Agreed to go through account in details in the February meeting (afternoon session with selected committee members).

PSNC Meeting Attendees:

PSNC May meeting to be attended by the chair and the chief officer. LPC to fund some places (up to 4 members) to attend the September conference. To be discussed in future meetings.

Pharmacy support Update:

Roger updated the committee on implementation of BNSSG PGDs, support to independents and multiples with regards to training and getting pharmacy live with the service.

Update on provision map which shows the pharmacies that can provide the service. Also updated the committee with the figures of PGD delivery compared to past figures showing significant increase in service delivery.

Update on support for delivering other NHS services like hypertension case finding, LFT distribution and NMS and also an update on PQS support.

Implementation Manager Update:

Judith presented a summary of her work so far and what the future looks like. She updated the committee on the GPCPCS figures so far and the income from it. She also updated the committee with the progress of Pilot Urgent Treatment Centre CPCS. The committee was also made aware of the potential projects for 2022.

Primary Care Relationship Manager Update:

Barbara updated the committee with the change in number of PCNs (up to 25 from 24) and change in PCN pharmacists. She has facilitated several PCN engagement meetings with NMS, CPCS and Hypertension case finding services being frequently discussed. She also presented an update on the pharmacies engagement in PCN meetings, progress achieved from meetings so far.

Virtual Outcomes Licence:

Committee agreed to renew the licence for the next year.

Treasurer’s Honorarium: The committee discussed and agreed to collect workload evidence in order review the treasurer’s honorarium in February meeting

Draft Budget:

Committee reviewed the budget forecast for 2022/23. Also agreed to give Engagement Officer a pay increase, the percentage increase will be determined after her review which the Chair will complete before next meeting.

Chief Officer’s Update:

Richard updated the committee with the progress of work undertaken by LPC. He updated the committee on funding for PharmAlarms and PharmRefer. Also updated the committee about the meetings he has attended and how that supports driving new and existing services through community pharmacies.

Strategic plan discussion:

The committee discussed several potential future PGDs and the development of IP community pharmacists locally. Committee members also expressed views on areas the LPC should be thinking to develop for next year.

AOB: None