Agenda for Warwickshire LPC & Coventry LPC – 13th January 2022

TEAMS ONLINE

	1				
	Box- see links below on agenda sections (pre-reading) – 1 hour				
	Warks:				
LOCATION & LINKS	TEAMs:				
	Join on your computer or mobile app: <u>Click here to join the meeting</u>				
CHAIR	Jas Heer / Vicki Roberts - joint session (VR / JH Coventry only & FO Warks only)				
MEMBERS Coventry LPC	Jas Heer, Vicki Roberts, Prad Duggal, Ashwin Hindocha, Adel Ghulam, Jas Jeers, Bal Heer, Dev Joshi, Ashok Jassi				
MEMBERS Warwickshire LPC	Faye Owen, Theresa Fryer, Sat Kotecha, Sam Griffiths, Mike O'Donnell, Caroline Harvey, Deepak Lodhia, Lucie Kemp, Indep Vacancy				
IN ATTENDANCE	Fiona Lowe, Kathy Robinson, Zoe Ascott, Andy McKenna,				
MEMBER APOLOGIES					
Guests & Observers expected to attend:					
Voting	Any voting will be undertaken following discussion during the closed sessions of the meeting. Where an agenda item is expected to result in a vote it will be flagged and any Member who is not able to attend the LPC Meeting may ask another Member to act as Proxy. This should be communicated to the Chief Officer through <u>ahwlpc@gmail.com</u> prior to the meeting starting along with any apologies.				
LPC Meetings	We welcome Contractors and Observers to the open sessions of our meetings.We hold our meetings on alternate months and the dates and agendas are available on ourLPC websites. (January, March, May, July, September, November). The AGM is planned forOctober. The public minutes will also be posted on the website following approval.We generally hold the open part of the meeting within the hours of 10.30 am and 1pm.The exact times will be confirmed 1-2 weeks before the meeting.				
Observers	Contractors and Observers are welcome to pose questions in advance to the LPC on any open agenda item or relevant Community Pharmacy topic to be considered in AOB. These should be sent to the admin LPC email account: ahwlpc@gmail.com at least two days prior to the meeting to allow time to be incorporated into the agenda.				
Guests & Observers	Guests will be welcome to provide an update to the LPC during a pre-arranged slot on the agenda, if any areas are sensitive and not to be published in public minutes this should be made clear before sharing and will be noted and added to closed session minutes. They may attend the rest of the open meeting if they so wish. The Chair will invite observers / guests to contribute to discussions during agenda items or at the end of the open meeting.				
Declarations of Interest	All Members and Support team will complete DOI and confirm any changes at the start of every meeting. Guests, Contractors and Observers will be asked to make any declarations of interest when they join.				
Confidentiality	All Members and attendees are reminded that you are bound by confidentiality where any declared sensitive information is shared. A confidentially declaration is included within the DOI for guests and observers. Members and LPC team are additionally bound under the constitution and separate confidentiality agreements.				

Minutes a p If		appro any p public If Obs	he open session minutes will be published on our LPC website within a week of being oproved (usually signed off at the next LPC meeting). Where, during the review of Minutes, ny points are identified as being sensitive by the LPC Members they will be excluded from the ublic minutes and will be added to the closed session minutes. Observers or Guests wish to share any information during the open session, which they do of want to appear in public minutes this should be declared prior to sharing and the minute					
Item	Lead		Time	Discussion points	References / Links	Actions / Outputs		
Joint closed session	Cover Chair	ntry	09:15		Closed Session			
DOI, AOB, Minutes	Chair		09:15	Send any amends for all minutes to ZA ahead of meeting.				
Merger Update	FL		09:30					
Market Entry / PCN changes / COO etc	ZA		09:45					
PNA / IPMO update	FL/SK		10:00					
RSG / PSNC Update	JH		10:30					
Break			11:00	15 min Break				
Resilience And Connected Pharmacy Programme Covid impact	SK / Fl Chair	L	11:15 11:30	https://www.ted.com/talks/dr_pavan_so ni_seven_habits_of_highly_effective_peo ple Local, national, workforce, support etc	Spotlight Connected article in Box	Launch 1 st March proposed		
Funding from NHSEi for implementation services	FL		11:45	MOU, implementation lead, use PCN Leads – links with ICS, NHSEi etc Priority GPCPCS in next 3 months and follow on with SSS, DMS etc Outline project plan / finance tracking etc	(Tracking £s – Execs / Signatories)			
PGD Extended Care – situation - response	Chair		12:00	Data, support for service, AMR etc Demonstrating benefits – Working Group (3 + Kathy/ FL)				
CCG – ICB – Pharmacy Contract – local management – what does this mean?	Chair		12:15	What do we need to do / find out / plan for etc – CCG – ICB gearing up What should we looking to collate ahead March meeting to inform discussion?				
Plan for MP in March – volunteers to present & work out materials	FL / V	R	12:30	Draft PPT in Box Video clip to include from pharmacies Working Group (3 + FL/VR)				
Expenses Policy and new template	TF/ PC)	12:45	See new PSNC template in Box – review and consider changes in March ready for merged LPC – consider day rate – note HMRC implications				
AOB Close			13:00					
LUNCH Execs to meet to discuss financial position and merger	13:30		13:15 14:00	Treasurers to circulate updated standing and projected funds (excluding and NHSEI money) in advance of the meeting. Projected end Jan and end March 2022. Joint bank account to be up and running.				

Next LPC Meetings

At Citrus Hotel CV8 3DY: 22nd March 2022 – Warks chair (new LPC in shadow to elect interim Chair, VC & Treasurer) (booked)

Citrus Hotel: April 7th 2022 – Interim Exec – Financials – interim 3 months budget – plans for May 12th (booked)

Citrus Hotel: May 12th 2022 – Full new LPC – Team building and review of stakeholders, commissioners, services, contractors etc in C&W

MS Teams: Thursday July 7th 2022;

Citrus Hotel: Thursday September 8th 2022 TBC