**LPC Meeting – Wednesday 18th May 2022**

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

9am – 5pm

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

Apologies – Pip Bush

Declarations of Interest – None

CCA nomination for report – Alan Smith/Heather Blandford.

Welcome to John Wilson – Lloyds Pharmacy.

Review of April Minutes & Action Points.

Minutes agreed and will be posted on the website.

Richard and Lisa took the Operations Team through the workplan at the recent Ops Team meeting.

Contract applications – None

Treasurers Report

Update of the accounts to date.

Discussion around how the Operations Team are attending meetings and how attending online is a saving.

Jerry suggests opening a second account to separate out funds allocated to specific projects.

**AP**- Jerry will look into this.

Treasurer’s role

Jerry is stepping down from the treasurer’s role soon, discussion around who will take over the role. Matt has previously attended the treasurer’s course and is discussing the role with JL.

Richard suggests spending time with Jerry and Debbie to understand the role.

Alan raises the issue that once a new treasurer has been appointed that a deputy should be appointed as a back-up.

**AP** – Debbie to check when the next treasurer’s course is running.

VAT

Richard sent out the information to the committee prior to the meeting, that he has been given regarding VAT.

~£85000 is the threshold for being VAT registered. Richard reviewed what income is included in this. Richard explained that Avon LPC does not hit this threshold.

Heather raised the issue of how can we be absolutely clear that the funds coming in are not classed as income. Richard has made a request to the accountant to look into how we name funds that come into the LPC.

Discussion around what is possible to claim back as VAT from invoices Avon LPC pay that have VAT added.

The committee concluded that as it currently stands Avon LPC will not become VAT registered. Alan suggests that this subject should be revisited annually.

Review Steering Group (RSG) Update

The Wright Review was carried out nearly 3 years ago.

The vote starts next week to vote on the proposals in the report. 2 thirds of the contractor base need to vote for the proposal to pass.

Discussion around the importance of encouraging voting. Lisa asks the committee, does Avon LPC discuss this with contractors, the committee agree that we should.

Avon Healthcare Services (AHS) Update – Roger Herbert

Roger provided an update on the structure of AHS, Chris Howland-Harris has retired.

The directors are currently:

Tanzil Ahmed

Roger Herbert

Tony Donnelly

Debbie Scudamore and Judith Poulton work for AHS and provide the day to day running of AHS.

There is no longer an appointed representative from Avon LPC, Roger has asked the committee to consider appointing a representative.

**AP** – Richard has asked the committee to consider who would be willing to take up this role, this will be discussed again in the June meeting.

Pre-Reg training has run for the past 5 years, this will no longer run from next year due to changes and Health Education England now providing funded training.

Flu training is running again this year, this is open to anyone. Very good feedback in past years.

Heather suggested a flyer would be useful to promote this.

Flu voucher scheme has run this past year, along with running 5 flu clinics.

AHS won a contract earlier this year a long with another provider to provide assisted lateral flow testing.

MAS PGDs contract is running and runs for another 3 years.

Conference - Wednesday 13th July.

There is an event tonight which allows Richard to test the equipment at Engineers House prior to the conference.

Richard highlighted the importance of getting contractors to book and to nominate for one of the five awards.

There will be a review in June to discuss how the event ran and how this can help the conference.

PSNC Conference Update

PSNC conference was last week, Richard attended.

Gill Loader presented about ICS changes, Richard and the committee were aware of these updates.

CCG Contract Delegation

Final decision is to have the contract held at NHSE level until 1st April 2023 rather than delegating to the ICS from 1st July 2022. Richard is working closely with the CCG to ensure that community pharmacy is represented at an appropriate level.

Chief Officer Update

Summary about the following area:

* Pharmacy contract
* NHSE pharmacy closure procedure

Implementation Manager Update

Judith Poulton gave an overview of implementation support covering the following:

* GP CPCS
	+ Roll out of PharmRefer and PharmAlarm
* UTC and ED CPCS
	+ UTC Roll out going really well.
	+ **AP** - Richard to create a video of the process and team for NHSE
	+ ED roll out starting slowly, however it is hoped that this will build over the coming months

Pharmacy Support Update

* Review of BNSSG and Banes PGD
* Review of NMS – NMS has increased over the year, is it change in behaviour or due to catch up NMS – Discussed Income and Missed Income opportunity
* Review of Service income – NHS Commissioned and Local Services
* Review of PQS
* Pharmacy support activities
* Review of changes made to MiDoS

Primary Care Relationship Manager Update

Review of the roll provided by Barbara Coleman about Primary Care relationships

* Overview of current PCN Lead position
	+ New leads and vacancies
* Update on PCN Lead Development programme
* Surgery / pharmacy relationship meetings
	+ Agenda items picking up pharmacy services

AOB

None