



<p><b>1</b></p>	<p><b>Present</b></p> <p><b>Members</b></p> <table border="1"> <tr><td>Danny Butler</td><td>Independent</td><td>DBu</td></tr> <tr><td>Daniel Byatt</td><td>AlMp</td><td>DB</td></tr> <tr><td>David Crosbie</td><td>CCA</td><td>DC</td></tr> <tr><td>Ian Cubbin</td><td>Independent</td><td>IC</td></tr> <tr><td>Stuart Dudley</td><td>Independent</td><td>SD</td></tr> <tr><td>Jack Eckersley</td><td>Independent</td><td>JE</td></tr> <tr><td>Jemma Grossman</td><td>CCA</td><td>JG</td></tr> <tr><td>Heather Johnson</td><td>CCA</td><td>HJ</td></tr> <tr><td>Rachel Jones</td><td>CCA</td><td>AM</td></tr> <tr><td>Dane Stratton-Powell</td><td>CCA</td><td>DSP</td></tr> <tr><td>Katrina Worthington</td><td>CCA</td><td>KW</td></tr> </table> <p><b>In Attendance</b></p> <table border="1"> <tr><td>Suzanne Austin</td><td>PSM</td><td>SA</td></tr> <tr><td>Sara Davies</td><td>EO</td><td>SDa</td></tr> <tr><td>Adam Irvine</td><td>CEO</td><td>AI</td></tr> <tr><td>Gary Pickering</td><td>PSM</td><td>GP</td></tr> <tr><td>Alison Williams</td><td>BSO</td><td>AW</td></tr> </table> <p><b>Apologies</b></p> <table border="1"> <tr><td>Andrew Hodgson</td><td>Independent</td><td>AH</td></tr> <tr><td>Wesley Jones</td><td>CCA</td><td>WJ</td></tr> <tr><td>Anna Mir</td><td>CCA</td><td>AM</td></tr> <tr><td>Stephen Thomas</td><td>CCA</td><td>ST</td></tr> </table>	Danny Butler	Independent	DBu	Daniel Byatt	AlMp	DB	David Crosbie	CCA	DC	Ian Cubbin	Independent	IC	Stuart Dudley	Independent	SD	Jack Eckersley	Independent	JE	Jemma Grossman	CCA	JG	Heather Johnson	CCA	HJ	Rachel Jones	CCA	AM	Dane Stratton-Powell	CCA	DSP	Katrina Worthington	CCA	KW	Suzanne Austin	PSM	SA	Sara Davies	EO	SDa	Adam Irvine	CEO	AI	Gary Pickering	PSM	GP	Alison Williams	BSO	AW	Andrew Hodgson	Independent	AH	Wesley Jones	CCA	WJ	Anna Mir	CCA	AM	Stephen Thomas	CCA	ST
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<p><b>2</b></p>	<p><b>Welcome, Apologies and Expressions of Interest</b></p> <p>DSP chaired the meeting and welcomed members, including Danny Butler who has recently been co-opted to fill the vacant independent seat until 31 March 2023.</p> <p>Apologies were received from AH, WJ, AM and ST.</p> <p>DSP reported that this will be Katrina Worthington’s last LPC meeting as she will be starting a new role within the Regulations team at PSNC shortly. <b>AW</b> will seek a replacement CCA member.</p> <p>No expressions of interest were received.</p>																																																												
<p><b>3</b></p>	<p><b>Suzanne Austin - Chair of the Cheshire LPN</b></p> <p>SA updated members on the following LPN/NHSE business:</p> <ul style="list-style-type: none"> <li>• The CPAF return rate have been great across Cheshire and Merseyside; final results will be shared shortly.</li> <li>• SA has visited two surgeries (Tarporley/Bunbury) as part of DSQS.</li> <li>• The MIAA met on 6 September – the group are reporting monthly to the transformation boards. Various workstreams include Oral Nutrition, QIPP plans and ‘Virtual Wards’.</li> <li>• The NW is a pilot area for the National Booking Service (NBS) - all COVID sites have been signed up automatically and the expressions of interest received from other pharmacies are currently being reviewed. Going forward the intention is that the NBS will be used year on year to book flu vaccinations.</li> </ul>																																																												

	<ul style="list-style-type: none"> <li>The COVID Phase 5 vaccination programme will run over 15 weeks, initially with a limited supply of the Moderna bivalent vaccine in the first 4 weeks. There remain challenges in terms of availability of vaccinators and volunteers to deliver the service.</li> <li>The Assisted Medicines Taking PDF has gone out. Multiple solutions will be needed to address the complicated issues.</li> <li>ICS vacancies – interviews are currently being conducted for the Band 9 position and the Band 8c appointment has been offered. Updates will follow over the coming weeks and both appointees will be invited to a future LPC meeting.</li> </ul>
<b>4</b>	<p><b>Ian Cubbin - PSNC Report</b></p> <p>PSNC have met twice virtually since the last LPC meeting to discuss the RSG; IC updated members on the following PSNC business:</p> <ul style="list-style-type: none"> <li>The RSG has now ceased to exist following recent voting.</li> <li>Until a new PSNC Constitution for PSNC has been voted in they are unable to advise what LPC's should be doing. Voting will take place when PSNC meet (virtually due to the rail strikes) on 13-14 September.</li> <li>August concessions.</li> <li>Discount Scale and the rationale around the decision.</li> <li>With the advent of a new Government there will be a small window of opportunity for lobbying.</li> <li>The LPC Conference is scheduled for 22 September where the RSG recommendations and contractual matters will be covered.</li> <li>The Year 4 negotiations were signed off in May by PSNC, preceding the Government shakeup. Concerns have been raised in the subsequent delay to the implementation and the resulting impact of changes.</li> </ul>
<b>5</b>	<p><b>Review Steering Group (Standing Agenda Item)</b></p> <p>The RSG recommendations will be discussed during the LPC Conference. IC gave an update on recent discussions and thinking regarding mergers. It was recognised that the Mersey region is a good example nationally of LPCs who successfully work collaboratively. The MALPS region LPC chairs are reviewing financial options for potential future mergers.</p>
<b>6</b>	<p><b>Feedback</b></p> <p>a) Staff &amp; Resource (S&amp;R) There was nothing to feedback.</p>
<b>7</b>	<p><b>Minutes of CPCW Meeting – 20 July 2022</b></p> <p>a) The minutes were accepted and signed.</p> <p>b) Outstanding actions/updates:</p> <ol style="list-style-type: none"> <li>AM will let AW have a biography for the LPC website.</li> <li>AI will update the Staff Handbook to include information on Jury service.</li> <li>Members who wish to attend the MHFA training should book on a suitable course and arrange payment through AW/claim on expenses</li> <li>Members should send examples of environmentally friendly initiatives to AI to include in a response to the CWAC Place Plan</li> </ol>
<b>8</b>	<p><b>Member Feedback - Important Items and Context</b></p> <p>Current issues that pharmacy teams are finding challenging:</p>

	<ul style="list-style-type: none"> <li>• Several surgeries raised concerns about the MyGP App automatically signposting patients to Pharmacy2U or Lloyds Direct. This is leading to significant patient confusion and increased pressure on pharmacy resources. AI has previously contacted PSNC, and he summarised their response; <b>members</b> should raise any concerns with the team who will deal with this locally as necessary.</li> <li>• Dealing with stock shortages and inflated prices continues to be problematic.</li> <li>• Bank Holiday communications regarding prescription ordering.</li> </ul>
9	<p><b>Topics for Discussion</b></p> <p>a) LPC Conference – Thursday 22 September The LPC can field 4 delegates to the conference in Manchester (1 ‘in person’ (AI registered) and 3 online). <b>AW</b> will register DSP/SDa.</p> <p>b) 2023 LPC Meeting Dates and Venue The proposed meeting dates for 2023 were pre-circulated to members. <b>AW</b> will book the Forest Hills and circulate the meeting invitations to the committee.</p> <p>c) MALPS Agenda Items/Attendees AI and DSP will attend the meeting on 21 September. <b>AW</b> will add regional structures following the RSG proposals to the agenda.</p> <p>d) National Services Flyer (<b>AW</b>) A draft flyer, containing CPCW information, was pre-circulated for comment. Members supported the document which will be circulated to the ICS and 4 CPCW Place Leads for information. The document will be duplicated for each place, minus the numbers, for digital circulation to contactors, patient bodies. This version will also include local service information.</p> <p>e) LPC Dinner <b>Members</b> were reminded to let AW know if they are attending the dinner on Saturday 1 October so that the necessary arrangements can be made.</p> <p>f) LPC Member Day AW reminded members that there are 2 online PSNC training days.</p> <p>g) Single Page Article IC introduced a proposal, which was supported by members, to produce and circulate an article to demonstrate that CPCW are fully behind our contractors and the public at this difficult time. The budget was pre-agreed. <b>AI</b> will own the process of pulling this together with the support of the team and members.</p>
10	<p><b>Employee Report</b></p> <p>An employee report was pre-circulated to members. AI and SDa provided updates; slides will be shared after the meeting.</p> <ul style="list-style-type: none"> <li>• AI topics included ICS Update, NHSE&amp;I, CPCW 10 Year Strategy, ICS Place Directors, DMS</li> <li>• SDa topics included GP CPCS, OCMS,</li> <li>• Additional points to note: <ul style="list-style-type: none"> <li>○ Due to how labour intensive managing the DMS process is a discussion took place amongst members to see if any best practices could be shared.</li> </ul> </li> </ul>

11	<p><b>Treasurer's Report</b></p> <p>a) CPCW total money is £274,258 as of 6 September 2022:</p> <table border="1" data-bbox="323 286 1318 584"> <tr> <td>Lloyds Bank Current Account</td> <td>£184,002</td> </tr> <tr> <td>Close Brothers 12-month notice account</td> <td>£117,507</td> </tr> <tr> <td>Less Holding Money</td> <td>- £27,251</td> </tr> <tr> <td>• Estates</td> <td>£11,677</td> </tr> <tr> <td>• Inhaler Training</td> <td>£5,834</td> </tr> <tr> <td>• Warrington Alcohol Pilot</td> <td>£4,500</td> </tr> <tr> <td>• EPS Round-Off Event</td> <td>£240</td> </tr> <tr> <td>• CWC PH Campaign Resources</td> <td>£5,000</td> </tr> </table> <p>b) The second half PSNC levy is due to be paid on 1 October.</p> <p>c) At some point, CPCW will need to consider any consequences of the increased PSNC levy which will be introduced following the results of the RSG result.</p> <p>d) The GAF sub-committee will meet on 12 October to review the Q2 accounts; any proposals will be shared during the 19 October LPC meeting.</p>	Lloyds Bank Current Account	£184,002	Close Brothers 12-month notice account	£117,507	Less Holding Money	- £27,251	• Estates	£11,677	• Inhaler Training	£5,834	• Warrington Alcohol Pilot	£4,500	• EPS Round-Off Event	£240	• CWC PH Campaign Resources	£5,000
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12	<p><b>GP CPCS Update</b></p> <p>GP updated members on the status of GP CPCS service and spoke to a set of slides. Members discussed the ongoing issue of several contractors who consistently fail to deliver the service and how the LPC can support the service to prevent this from happening including de-commissioning options. Several immediate actions were identified which AI will progress:</p> <ul style="list-style-type: none"> <li>• Identify the top performers and share best practice?</li> <li>• Poor performers trigger a CPAF visit?</li> <li>• SDa will share fortnightly information to committee members</li> </ul>																
13	<p><b>GP Comments and Electronic Repeats</b></p> <p>SA pre-circulated some GP comments, received by Janet Kenyon, following an email she had sent out asking GPs if they could send scripts to the spine regularly throughout the day to prevent electronic repeats arriving in very large batches late in the day with only a trickle of acutes coming during the day. Comments/proposed actions:</p> <ul style="list-style-type: none"> <li>• Members would not advocate 56-day prescribing.</li> <li>• Change patient habit to order 7-days before they require their medication to be collected from the pharmacy; message needs to be repeated across the board</li> </ul> <p>AI will feedback to PSNC SA will feedback to Janet Kenyon AI/GP will feedback via the LMCs for Wirral and Warrington</p> <ul style="list-style-type: none"> <li>• Better manage patient misconceptions regarding the process</li> <li>• Both surgeries and pharmacies need to clear on their local processes</li> </ul>																
14	<p><b>Performance and Delivery Workshop Outcomes</b></p> <p>AI shared the proposed workplan developed by the team which members signed-off.</p>																
15	<p><b>Date and Time of Next Meeting</b></p> <p>Wednesday 19 October 2022, 9am-5pm, Forest Hills Hotel, Frodsham</p>																

## Action List

NOTE: Shaded rows indicate an action carried forward from the last meeting(s)

Min	Action	Person	Update
7bii	AI will update the Staff Handbook to include information on Jury service	AI	Complete
7biii	Members who wished to attend the MHFA training should book on a suitable course and arrange payment through AW	Members	Open offer – removed from actions
7biv	Members should send in examples of environmentally friendly initiatives to AI to include in a response to the CWAC Place Plan	Members AI	
2	AW will seek a replacement CCA member	AW	Complete
8	Members should raise any concerns with the MyGP app with the team who will deal with this locally as necessary	Members	
9a	AW will register DSP/SDa for the LPC Conference	AW	Complete
9b	AW will book the Forest Hills Centre and circulate the meeting invitations to the committee	AW	Complete
9c	AW will add regional structures following RSG to the agenda	AW	Complete
9e	Members should let AW know if they are able to attend the LPC Dinner	Members	Complete
9g	AI will own the process of pulling the newspaper article together with the support of the team and members	AI/AW	Complete
12	AI will progress several actions regarding GP CPCS performance	AI	Complete – Verbal update will be given
12	SDa will share fortnightly GP CPCS information to committee members	SDa	
13	GP Comments and Electronic Repeats Change patient habit to order 7-days before they require their medication to be collected from the pharmacy; message needs to be repeated across the board AI will feedback this to PSNC SA will request this via Janet Kenyon AI/GP will request this via the LMC for Wirral and Warrington	AI/SA/GP	Complete