

LPC Meeting Minutes
Zoom Meeting Tuesday 13th October 2020

Present:	Bina Patel James Chaplin	Penny Skellern Chirag Patel	Jon Lake Rajiv Sharma	Sanjay Patel
In attendance:	Karen Samuel Smith Frank McLaughlan	Ashok Pattani Tony Mardle	Sarah Read	Hema Patel
Apologies:	Simon Moul	Angela Culleton		

Contract Changes

Previous meeting application where there was some conflict of interest now resolved and application approved.

Application for Rayleigh was not approved due to the disruption of service.

Primary Care Networks

There are currently 2 networks without PCN Leads.

Training event with Liam Stapleton to take place 14th October 2020, both Frank and Tony will attend.

GP CPCS

Karen read the GP CPCS support staff proposal, some GPs are very positive and showed graphs of performance from the Avon Scheme. Karen agreed to check the activity with Avon and to also circulate the YouTube link (details circulated on 14th October 2020)

Proposal to appoint a GP CPCS officer was put to the voting committee and unanimously passed. Karen, Rajiv and Chirag will create KPIs for job role.

Office update

Karen confirmed Covid-19 working arrangements and the office is complying. Karen will be in office approximately 1 day per week, Angela goes in up to 3 days a week, Frank and Tony to decide.

The office team have been asked to use at least half their holiday leave allocation by the end of November 2020.

Karen also discussed the new name for Essex LPC, which will be Community Pharmacy Essex and the new domain will be CPESX.org.uk. The IT team are currently working on changing e-mails etc.

Data & Security Protection Toolkit

The DSP toolkit has been published for both, Essex LPC and Healthy Living Partnership Limited.

Future LPC Meetings

It was agreed future LPC meetings will take place on different days of the week to try to get as many members to attend as possible. The next meeting will be Wednesday 4th November, and thereafter will be as follows:

Thursday 3rd December 2020

Monday 11th January 2021

Tuesday 2nd February 2021

Wednesday 3rd March 2021

Diary invites were sent on 14th October to Members

Reports from Committee Members

Members reported back on some issues occurring in their areas, including out of stock items are increasing (Chirag); working with PCN leads to meet targets for flu vaccines (Hema); stockpile availability from November for flu vaccines (Rajiv); GP's writing prescriptions for paracetamol (James)

Levy Holiday

Members voted on the possibility of contractors having a levy holiday in December 2020. Proposed by Penny and seconded by Rajiv and passed unanimously

Karen will notify contractors on the levy holiday for December. Consideration to made for another holiday possibly in March 2021.

Next Meeting

Wednesday 4th November 2020.