Agenda

Community Pharmacy Herefordshire & Worcestershire (H&W LPC)



Meeting 16th March 2023 NOTE LOCATION:

Woodland Room – Worcester Woods Countryside Centre

Worcester Woods Country Park, Wildwood Drive, Worcester, WR5 2LG.

Box Links												
CHAIR	Anurag Heg	de										
MEMBERS CP H&W		Wayne Ryan, Sally Rowberry, Mitesh Bhalla, Akwal Singh, Jeetendra Patel, Salman Ahmad, Anurag										
		iman Anmac	i, Anurag									
-	U .	legde, Danielle Brennan, CCA Vacancy										
IN ATTENDANCE (non-voting)	Claire Salte	Claire Salter, Eva Cardall										
APOLOGIES	Fiona Lowo d	Fiona Lowe on leave										
GUESTS	Alison Roger	s ICB – F	Pharmacy Int	tegration and Medicines Assurance Lead								
START & FINISH	Main Meet	ting 09	.30 – 14.3	0 (lunch 12.30 – 13.15) (coffee from 9.15								
Item		Lead	Time	Discussion points	Open /	Actions /						
				References / Links	closed	Outputs						
Welcome, DOI, Minutes, AC Entry, action tracker – matt Declaration of SGM result	AH / EC / CS	09.30	Minutes in Box – closed sections marked SGM Result: New constitution & proposal passed including increase in Levy		Agree any changes							
Welcome to guests	AH	10.00										
ICB Update to include IP		AR	10.15									
Break tea & coffee			11.00 – 11.15									
Feedback from MP visit and up actions	l any follow	АН	11.15	<u>MP Nigel Huddleston Pharmacy Visit – Community</u> <u>Pharmacy Herefordshire & Worcestershire</u> (hwlpc.co.uk)								
Election – update on action	S	For Note	11.30	See notes on Box - send any Qs to Fiona								
Accounts - financial update	and plans	WR	11.40	Meeting with Accountant in April (19 th)								
Services Update		CS	12:00	See Report on Box								
LUNCH Break	All	12.30 - 13.15										
Maximising service incor	EC	13.15 – 13.45	What could this look like?									
Making things easy for Con	AH	13.45 – 14.15	Ideas to support this – quick wins									
AOB, actions and meeting of CCA questions	lose	AH / EC	14.30									

Next Meetings	18 th May – Teams And see below	

							NEW LPC									
Meeting	Comments	February	March	April	May	June	July	August	September	October	November	December	January	February	March	24-25
AHW Execs + Team Strategy	23-24										TBC			твс		
				Treasurers Day			Accounts to									
AHW Execs Finance				19th - office			accountants				TBC			TBC		
SGM CPHW		16th - Teams														
						Executive										
					18th first hour	Meeting - TBC once full LPC			Accounts - 21st -							
Exec CPHW					Teams	known			Accounts - 21st - Teams							
CPHW & Services Group on					reams	KIIOWII			21st LPC & Plan			+				
Teams					18th Teams				prework for Oct				18th			
CPHW F2F			16th Countryside Centre				13th Countryside Centre								14th TBC	
GENW FZF			centre				Centre								1401100	
AGM evening CPHW										26th TBC						
Strategy / Workshop day																
CPHW f2f										26th TBC						
			15th & 30th													
Training dates CPHW			GPCPCS						NMS - MH							
Election CPHW							NEW LPC									
Dates Top	priorities	CPA date	s CPHW d	ates (+							1	1		1	1	_

Our non BAU Priorities

Maximising service income

Making things easy for Contractors

SharePoint – ICB Platform

New Advanced Services Support

TAPR Plan																	
a																	
Activity Complete TAPR documents	Accountable	Resource	Milestones 1st Nov 22	RAG	Notes	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-2
		ZA		completed													<u> </u>
Contact PSNC / CCA re levy	FL		1st Nov 22	completed													-
Review financial position	TF	FL	1st Nov 22	completed	need to annotate / explain												<u> </u>
																	1
																	1
						First comms shared											1
Committee discuss options and			November LPC			PSNC, CCA and											1
	FL / Chair	ZA		completed		Contractors											1
vote on preferred option	FL/ Chair	ZA	weeting	completed	strengthening rederation	contractors											<u> </u>
					Have had chat with Gordon and got												1
					a couple of amends - AIMP querying		6th Dec updated										1
					in the make up of AIMp places.		'final' version										1
Review and comment on			November LPC		Have also asked AIMP for latest list		shared for										1
Constitution	FL / Chair	ZA	Meeting	completed	AIMp Companies		comment										1
constitution	rt/ cliali	24	weeting	compreteu	CPA - extend term 1 year and agreed		comment	-									<u> </u>
LPC vote on final constitution			by mid		constitution. HW - new LPC and												1
ahead of SGM	FL	7.6			Constitution. Hw + new LFC and												1
	FL	ZA	January 23	completed	Constitution												
Confirm employment rules re							unclear checking &										1
Federation vs LPC	FL	Clyde & Co	Dec-23	completed	Call 9th December 2023		revert										
						First comms shared											1
			End Nov, Jan,			PSNC, CCA and											1
Inform Contractors of proposals	FL	ZA	at SGM	completed		Contractors											L
					Confirm numbers of place based on												1
Hold SGM	FL	Office		in progress	Jan 31st for Membership H&W only			SGM	SGM								<u> </u>
Confirm results (2/3) SGM	FL	Office	Feb - Mar- 23							Results							
Elections for H&W	FL	Office	Mar - May 23	not started	New LPC for July 2023					H&W Elections	H&W Elections						
Plan joint Exec Meeting for			Summer /											Joint		Joint	1
Budget setting & agreed scope &	FL	Office	Autumn 2023	not started										Execs?		Execs?	
			Summer /		all steps in place ahead of more												
Set up new joint bank account	Treasurers	Exec / Office	Autumn 2023	not started	Formal Collaboration /Federation					1							Ready
Collaboration /Federation																	
formalised	FL	Exec / Office	Apr-25	not started						1							Í.
	+							-				-					