

## Agenda

# Community Pharmacy Herefordshire & Worcestershire (H&W LPC)

## Meeting 18<sup>th</sup> January

Perdiswell Young Peoples Leisure Club, Perdiswell Park, Droitwich Road, Worcester, WR3 7SN

Main Meeting Time: 09:30 – 15:00 (Executive Meeting 09.00-09.30 and 15.00 – 15.30 if needed)

<b>Box Links</b>	LPC ONLY				
<b>CHAIR</b>	Anurag Hegde				
<b>MEMBERS CP H&amp;W LPC</b>	Wayne Ryan, Akwal Singh, Jeetendra Patel, Anurag Hegde, Sarah Frewin, Harpal Bhandal, Carl Rose, Paul Rowley, Lucy Corner, Amarjit Tanday				
<b>IN ATTENDANCE (non-voting)</b>	Fiona Lowe, Eva Cardall				
<b>APOLOGIES</b>					
<b>GUESTS</b>	Alison Rogers ICB – Pharmacy Integration and Medicines Assurance Lead, Caroline Horton, Gemma Wareing, Siobhan Hemans				
<b>START &amp; FINISH</b>	<b>09:30 – 15:00</b>				
Item	Lead	Time	Notes	Open / closed	Actions / Outputs
1. Welcome, DOI, Minutes AOB, Market Entry, action tracker – matters arising	AH / FL	09:30	Minutes in Box – closed sections marked (September & October),  Updated Networks and Subgroups based on skills / capacity audit  Welcome to New Members	CLOSED	Agree any changes to minutes and closed sections
2. ICB Update	AR	10:00	ICB Colleagues Update	OPEN	
3. AGM Follow Up	FL / AR	10:45	Feedback from AGM workshops and joint plans	OPEN	For note voting at AGM – on website
	All	11:15	Break		
4. Services Update	EC	11:30	EC Report on Box – Local Services Information, Services Pack Details and Advanced Service Performance Update	OPEN	For information and discussion



5. Draft Work Plan and Priorities	AH / FL	12:00	Plan for 24-25 based on agreed priorities, BAU workplan, AGM outputs etc. Including support for 4 Working Groups and Hereford Meeting on 25 <sup>th</sup> Jan	OPEN	Agree plan and support for actions to implement Pharmacy First OC and BP relaunch
	All	12:45	Lunch Break		
6. Executive Meeting Update	AH	12:45	See documents on Box for discussion	CLOSED	Ratify proposals from joint Executive
7. Finance Update & Budget 24-25	WR	13:15	Budget and Finance Pack and discussion on increase in levy due and approved at SGM previously.  NHS Funds – budget and impact on LPC Budget once all NHS Funds utilised.	CLOSED	Agree budget and review dates (quarterly?)  Budget to be on website by end February 2024
8. Governance	AH / FL	14:15	Interim ToR previously shared and agreed. Latest CPE governance documents on Box for discussion.	OPEN	Agree next steps
9. AOB and meeting close  CCA / AIMp questions	AH	14.45	Feedback from new members	OPEN	<b>Confirm attendance on 25<sup>th</sup> January in Hereford</b>
EXEC MEETING	AH	15.00	If needed	CLOSED	
<b>Next Meetings</b>	Herefordshire LPC Members & Exec as a minimum please (all welcome) – <b>25<sup>th</sup> January 2024 from 1-5.30 pm and 6-7pm – ICB Offices – Union Street, Hereford</b>  14 <sup>th</sup> March 2024 – PYPLC – Activity 3;  16 <sup>th</sup> May 2024 – PYPLC Act 3;  11 <sup>th</sup> July 2024 – Hereford ICB Office;  26 <sup>th</sup> September 2024 – Woodland Room – Worcester Woods – 9-4 with AGM at lunchtime.  16 <sup>th</sup> January 2025 – Venue TBC			<b>Joint Execs</b>  <b>8th Feb 2024</b> Holiday Inn Coventry        November date TBC 2024	