

	<p>LPC agreed that it is appropriate for AC to attend if he wishes with feedback from finance group. CG stated that it is essential to have a contractor on the sub-committee.</p> <p><i>HLP</i></p> <p>Sarah Whelan will be asked if she wishes to join this subgroup. PL will join on temporary basis. SianW to continue as informal adviser.</p> <p><i>Contract applications</i></p> <p>May need a replacement for DE in near future. WR interested in joining, FC will pass on details of training in Coventry 13 September. TB may be least conflicted LPC member. AC would also be a good choice.</p> <p><i>HR</i></p> <p>RM was ratified to join this group alongside SW. The HR group needs to come up with pension policies to guide AC.</p> <p><i>Finance sub group</i></p> <p>VCW has left, but there is no current need for a further member.</p>	
5.	<p>Finance Report</p> <p>LJ and AC to circulate updated form in Excel and PDF format, and clarify what members should claim when. (If in work time, locum fee; if self-employed, full pharmacist rate.)</p> <p>AC should have full account access from 1st July.</p> <p>Finance Group need to schedule a meeting.</p>	LJ
6.	<p>Self-Assessment</p> <p>Members to look through the questionnaire plus WR/PB's notes and email FC before July 23rd with any amendments. FC to circulate last assessment.</p>	ALL
7.	<p>Service Delivery Review</p> <p><i>Turning Point</i></p> <p>Key workers have approached pharmacies to deliver Substance Misuse service even though they are not commissioned. May need a newsletter request that they report such requests to LPC.</p> <p><i>Medicines Optimisation dashboard</i></p> <p>http://www.england.nhs.uk/ourwork/pe/mo-dash/</p> <p>The committee did not find this useful</p> <p><i>Sexual Health Services review</i></p> <p>Review has been done. New website in development. Agreed that DoC way forward – FC proposed that LPC pay for peer review by sessional pharmacists as an interim measure (within budget). This was agreed.</p> <p>Full training (scheduled for September) will provide a different route, better for e.g. NQP.</p> <p><i>Minor Ailments</i></p> <p>Preparation needed for 1 October cross county roll out of MAS. Commissioner waiting for patient experience/GP feedback - encourage return of patient feedback form. Special newsletter to go out in August, FC working with Chris Llewellyn.</p>	<p>FC</p> <p>FC</p> <p>FC/LJ</p>
8.	<p>Chief Officer Report</p> <p><i>PSNC – Chairs and Chief Officers meeting</i></p> <p>PSNC less confident but still negotiating for national MAS.</p> <p>Branded generics, drug tariff changes being worked on.</p> <p><i>PSNC – Services database</i></p> <p>Useful tool for showing to commissioners. Summary sheets in development for certain groups of services e.g. Sexual Health.</p> <p><i>PSNC – South West LPC Forum</i></p> <p>'EPS', and 'Pharmacy in GP practices' are nominated issues to raise at conference (4 Nov Birmingham) - CG, SW, PB volunteered to attend.</p> <p><i>Activities since last meeting</i></p> <p>Newsletter item about prescribing improvement plan from CG.</p> <p>Barbara Stratton – online processing of Smart Card applications? Area Sponsors/Agents for multiples. FC to pass on contact details to multiples.</p>	FC

	FC requested extra hours for Provider Company meeting prep – HR group to discuss. Flu voucher scheme - £10 offered. 600 vaccinations target. Acceptable but not ideal.	SW/RM FC
9.	Other Officer/Member Reports SW - attended HWB. Also winter planning/urgent care meetings. Pharmacy services such as MAS, URMS commended publically.	
10.	Materials for Engagement <i>HSJ Supplement</i> Very professional and good to have HSJ branded. FC to look in to supply of hard copies. <i>PNSC Think Pharmacy Prospectus Cards</i> Summary for services such as Alcohol, what can be offered. <i>Local Leaflet</i> Aim at general public to be used for outreach. Content fine but now needs attractive design to be developed. LJ to check which services are NHS and mark them. Print run of 1,000 copies to distribute and ask for feedback.	FC LJ
11.	HLP <i>Promoting HLP</i> To the public – we need a list of accredited pharmacies on our web site, and possibly Healthwatch web site? Other organisations are interested, but customers don't really care. <i>Report on status and future</i> We now have 35 HLPs accredited, 2 more have recently signed up. SW aiming for 20 more by end September – need some encouragement from Area Management. BW offering personal support for those who have at least tried in bite sized chunks. Staffing issues need to be overcome (they are always there). LPC agreed an end October deadline for HLP1 support, although pharmacies can continue to sign up. Start on HLP2.	LJ/FC BW
12.	<i>Any other business</i> Tewkesbury meningitis prophylactic support – SW to summarise incident for newsletter.	SW

Stakeholder Mapping

Groupwork exercise to prioritise contact with known stakeholders and identify future **important contacts**.

GPs and other professions

LMC – more contact e.g. between Chairs would be good.

- Chair: **Phil Fielding**
- Secretary: **Mike Forster**
- Sanjay Shyamapant
- Jim Ropner
- Will Miles
- Steve Alvis
- Ian Simpson
- Bob Hodges
- Roz Bounds
- Camilla Bundall
- Ian Bye
- Irene Maxby
- Mike Roberts
- Rachel Bennett

Secondary care pharmacists – **priority** to try and build better relationship

- Israr at Gloucester Royal (Renal)
- Martin Pratt
- **Pam Adams**
- **Nick Butler**
- Emily Truscott
- Rachel Llewellyn
- Nicky O'Brien
- Christine Hope

Other community pharmacists and business leaders

Area managers and field support. **100h pharmacies** aren't represented on committee, encourage more contact. PL to forward list of managers for Lloyds when finalised.

Less priority:

- LDC (L O'Hara, S Orchard, S Jones, R Coleman), LOC (Stephen Guildford, Kerry Weaver, Dave Adams)
- Practice nurses (Annie McCallum), GCS, Specialist nurses, Physiotherapists and Occupational Therapists, Out of Hours, SWAT (DR Robin Hollands?), PSPs (Andrea Robinson, Sue Knox, Ziad Suleiman, Julie Whitford, Christine Hope, Ev Beech etc)

Clinical Commissioning Group

- Clinical Chair: **Helen Miller**
- Teresa Middleton
- Marion Andrews Evans
- Mary Hutton
- Cath Leeds
- Martin Gibbs

- Elaine Johnson
- Liz Ponting
- Cheltenham: Dr Miles
- North Cotswolds: Dr Caroline Bennet, Dr Hywell Forn-Davies
- South Cotswolds: Dr Malcolm Gerald, Dr Alan Gwyn
- Forest of Dean: Dr Tristan Lench, Dr Paul Weiss
- Gloucester: Dr Will Haynes, Dr Bob Hodges
- Stroud: Dr Charles Buckley, Dr Hein le Roux, Dr Simon Opher
- Tewkesbury: Dr Jeremy Weld, Dr Sarah Fear
- Commissioning: Maria Metherall
- Respiratory, Diabetes: Duncan Thomas, Ling Te
- Women/Children: Helen Ford
- Self care: Matt Pearce
- Older People: Penny Fowler
- Mental Health: Eddie O'Neal
- Medicine Management Lead: Charles Buckley
- Chris Llewellyn
- Mark Gregory Discuss antibiotic guardianship.

Aim for community pharmacy representation on committees/sub-committees.

Professional networks

GPhC Deborah Hylands – develop closer relationship between GPhC and pharmacists (not just inspections). Invite to meetings/to contribute.

Others:

- Clinical Senate
- AIMp (Peter Badham)
- CPPE (Anne Cole, Xenia Bray)
- NPA
- LPN (Jonathan Campbell, Sue Mulvenna)
- Pharmacy Voice
- LPF (Cathy Code, Roger Phillips, Sian Williams, Ev Beech, Gary Barber, Catherine Bienvenue, Christine Hope, Bev Bazant, Emily Truscott)
- SCN (Sue Mulvenna)
- PSNC (Andrew Lane)
- APTUK [training and networking for HLP] (Mike Howes)
- AHSN (Deborah Evans)
- Other LPCS e.g. Thames Valley
- RPS

Non-NHS Commissioners

Substance misuse

- Turning Point (Galena Thackery, Jenny Scott, Neena Buntral,
- GDAS (Steve O'Neill, Peter Willsher, Miss Patel)

Smoke stop

- GCS (Elaine Watson)
- Tracey Marshall
- Diana Billingham

Public Health

- Director: Sarah Scott
- Health Behaviours: Sue Weaver
- Substance Misuse: Steve O'Neill
- Karen Pitney
- Angelika Arlington
- Pete Wilsher
- Sola Aruna

Social Care

- Sheema Rahman
- Adult Social Care: Margaret Wilcox
- Childrens Social Care: Linda Uren

Sexual Health

- Karen Pitney
- GCS (Laura Bucknell, Paul Jennings, Mike Roberts, Elaine Watson)

Patient representatives

- Healthwatch (Claire Feehilly, Barbara Piranhy, Anna Rarity)
- HWB (Councillor Dorcas, Ian McLean, Lesley Williams, David Haig, Margaret Wilcox)
- Carers Gloucester
- Local Councillors: Town, District, Mayor
- Housing association
- Citizens Advice
- Alzheimers Society
- Fire Service and police (Martin Surl, Steve Eagan)
- District Council (sheltered housing, housing wardens)
- Surgeries (practice manager, reception staff, patient participation groups)
- Village agents
- Parish Councils, Borough Councils
- Red Cross
- Age UK
- MPs and clerks/office staff (Geoffery Clifton Brown, Alex Chalk, Lawrence Robertson)
- Bren McLennan