

Agenda

Meeting of East Sussex Local Pharmaceutical Committee

Date Tuesday 22nd September 2020
Time 1:30pm – 5:00pm
Location Zoom Conference Call:
Circulation East Sussex Local Pharmaceutical Committee Members
In attendance: Community Pharmacy Surrey & Sussex Team
Guests:

Item Ref	Indicative Time	Purpose	Action	Paper Ref	Lead
1	1.30pm	Welcome and Introductions <ul style="list-style-type: none"> Meeting etiquette & overview Appointment of a next stepper CCA reporter 	Standing item		JW Chair/All Chair/All
2	1.30pm	Apologies for absence <i>Quorum: Section 9 of the LPC Constitution, a simple majority of the membership of the committee = 5 if all appointed</i> Received prior to the meeting:	Standing item		Chair
3	1.30pm	Governance Matters <ul style="list-style-type: none"> Members are asked to note the contents of their own declaration of interests and governance principles. Inform the Chair of any changes to the declaration of interests Members are reminded of the LPC Constitution here Mark Weston – resignation and CCA vacancy 	Standing item	Attached to the agenda	Chair
4	1.35pm	Minutes & Matters arising <ul style="list-style-type: none"> Minutes of previous meeting to be checked for accuracy, approved, and signed by the Chair. Matters arising from the minutes, not already on the agenda to be reviewed Review of the action log and progress update against open actions 	Standing item	0920-01 0920-02	Chair/all JW
5	1.40pm	Independent Review <ul style="list-style-type: none"> Reflection Questions Response - Sense check of local baseline against recommendations Update from LPC/PSNC Conference and next steps for LPCs 	For report For discussion For report	0920-03 0920-04	JW CMc, PA, JG
6	2.00pm	Policy Matters None CPCF or LCS work – local picture. <ul style="list-style-type: none"> Background PSNC News story and EY Report Discussion and agree next steps for LPC 	For discussion For decision	Verbal Verbal	All JW/All
7	2.30pm	LPC Management and admin	Briefing	Verbal	JW

		<ul style="list-style-type: none"> • AGM information • 2019-20 Annual Report • 2019-20 Annual Review • CEO report QTR2 • Privacy Policy Update to approve 	For report For report For report For decision	0920-05 0920-06 Slides 0920-07	JW SL JW JW
8	2.50pm	LPC Committee Skills Analysis <ul style="list-style-type: none"> • Summary of findings • Discussion and action planning 	For report For discussion	0920-08 Verbal	JW All
9	3.15pm	Break – <i>Remember to mute sound and turn your camera off</i>			
10	3.30pm	Finance Update <ul style="list-style-type: none"> • Management accounts 2020-21 MTD • CPSS accounts 2020-21 MTD • QuickBooks deployment • Accountants 2020-21 year onwards 	For report For report For update For report	0920-09 0920-10 Verbal Verbal	PA PA JW/MC PA
11	3.40pm	Market Entry <ul style="list-style-type: none"> • PNA Refresh update • Supplementary Statement Update – Brighton & Hove City Council • Market entry summary 	For report For report For report	Verbal 0920-11 0920-12	JW JW JW
12	3.45pm	Local Matters <ul style="list-style-type: none"> • Methadone/Physeptone Prescribing • NHSE&I Christmas & Easter LES Update • Communications Campaign • Outbreak communications plan 	For discussion For report For report For report	Verbal 0920-13 Verbal 0920-14	JW/CMc JW SL SL
13	4.00pm	PSNC Update <ul style="list-style-type: none"> • Update from Regional Representative • New PSNC/LPC Rapid Action Team & CEO representation • PSNC Negotiation Priorities & LPC response 	For report For report For report	Verbal 0920-15 0920-16	SK JW JW JW
14	4.20pm	Services and Support <ul style="list-style-type: none"> • Restoration Survey Results & next steps • ESCC / LPC meeting updates • BHCC / LPC meeting updates • LCS Seasonal Flu Key Workers • LCS activity Q1 • Covid payment protection Q1/Q2 • CPCF – service announcements / PQS – support plans for local elements 	For discussion For report For report For report For report For report For report	0920-17 Verbal Verbal 0920-18 Verbal 0920-19 Slides	HP/all HP HP HP HP HP JW
12	16.55pm	AOB	Standing item		Chair
13	16.55pm	Meeting wrap up			Chair
14	16.55pm	Future Meeting dates and venues	For decision		Chair/all
15	5.00pm	Close			Chair