

Meeting to be held remotely via MS Teams on Wednesday 12<sup>th</sup> August 2020 at 10:00am



Closed Agenda – Members only – 10:00  
Key: A = Action, D = Discussion, I = Information

|                      |  |         |              |
|----------------------|--|---------|--------------|
| 820.1                | <b>Welcome and Apologies</b>   | A       | 10:00        |
| 820.2                | <b>Declarations of Interest</b>  | I       | 10:05        |
| 820.3                | <b>Minutes</b><br>To approve the Minutes of the LPC meeting on Wednesday 1 <sup>st</sup> July 2020 (Doc 820.3)   | A       | 10:10        |
| 820.4                | <b>Matters arising</b>   | I, A    | 10:15        |
| 820.5                | <b>Regulation</b><br>a) Shawbirch Ltd – consultation period restarted due to COVID. No further action required; existing LPC representation still valid.<br>b) Boots Consolidation, Cannock – approved; Park Rd to close 15 <sup>th</sup> August.  | I       | 10:20        |
| 820.6                | <b>Lead</b><br>a) COVID-19<br>b) LPC & PSNC Review<br>i. Feedback on PSNC/LPC conference 8 <sup>th</sup> July (Doc 820.6bi)<br>ii. Consideration of Simon Dukes’ proposal of 24 <sup>th</sup> July (Doc 820.6bii)<br>iii. LPC Actions to consider ahead of agreed process<br>iv. LPC Mergers<br>v. LPC Interim strategy  | A, D, I | 10:30        |
| <b>COMFORT BREAK</b> |  |         | <b>11:30</b> |
| 820.7                | <b>Be Effective</b><br>a) Engagement & Support Officer Recruitment Proposal (Docs 820.7a)<br>b) Finance - To approve LPC Annual Accounts for 2019-20<br>i. Business (Doc 820.7bi)<br>ii. Services (Doc 820.7bii)<br>c) Finance – Year to date performance to end July 2020:<br>i. Trial balance (Doc 820.7ci)<br>ii. Budget Variance (Doc 820.7cii)<br>d) Annual Contractor Meeting (virtual) – Tuesday 29 <sup>th</sup> September at 7.15pm (Doc 820.7d)<br>e) LPC Meeting schedule to end 2020 | A, I    | 11:40        |
| 820.8                | <b>Maximise Opportunities</b><br>a) NHS England Services Update  | A, D    | 12:20        |
| 820.9                | <b>Contractor Support</b> (not covered elsewhere)  | D       | 12:30        |
| 820.10               | <b>Commissioner Reports</b><br>a) NHS England<br>b) CCG<br>c) Staffordshire Public Health  | I, D, A | 12:40        |
| 820.11               | <b>Any Other Urgent Business</b>   |         | 12:55        |
| 820.12               | <b>Next Meeting:</b><br><b>Wednesday 9<sup>th</sup> September 2020 at 10:00 am – online via Teams</b>  |         |              |

## Documents:

Doc 820.3 – Draft July Minutes (as amended)  
Doc 820.6bi – Independent Review - Feedback from LPC/PSNC conference  
Doc 820.6bii – Independent Review Next Steps proposal  
Docs 820.7a – Engagement & Support Officer Job Description and Person Specification  
Doc 820.7bi – Draft Business Accounts 2019-20 for approval  
Doc 820.7bii – Draft Services Accounts 2019-20 for approval  
Doc 820.7ci – Trial balance 2020-21 to 31<sup>st</sup> July  
Doc 820.7cii – Budget variance 2020-21 to 31<sup>st</sup> July  
Doc 820.7d – PSNC guidance on Virtual Annual Meetings

## LPC Meeting – Wednesday 12<sup>th</sup> August 2020

Agenda Items in **BOLD**

### NHSE/I Communications

#### Received

- a) **PCSE: Shawbirch Ltd – Combined COO & NSCR - WS12 1AG - CAS-2495177-L8G5D5**
- b) **PCC: Boots consolidation application Cannock - PCC-201718-116 – decision**

### PSNC Communications

#### Received

- a) 29/06/2020: PSNC Updates: Daily Update: Further £20m cash injection to ease cashflow challenges| Reminder to take part in the Pharmacy Advice Audit this week| GPhC and CMA letter on pandemic pricing
- b) 30/06/2020: PSNC Updates: Price Concessions – final update
- c) 30/06/2020: PSNC Updates: Daily Update: Extensions made to COVID-19 provisions| Monthly PSNC Communications| Availability of Epipen
- d) 01/07/2020: PSNC Updates: Daily Update: Delivery service formally extended| Changes to NMS requirements| Advice audit reminder
- e) 02/07/2020: PSNC Updates: Daily Update: New Test and Trace guidance| NHS Health Check restart webinar| Electronic prescriptions exceed 85%
- f) 03/07/2020: PSNC Updates: Daily Update: Early guidance on Flu Vaccination Service| June COVID-19 operational pressures survey| Pharmacy Advice Audit reminder
- g) 06/07/2020: PSNC Updates: Daily Update: Support for individual staff risk assessments| weekly news updates
- h) 07/07/2020: PSNC Updates: Daily Update: Pharmacy Advice Audit reminder| Quota reporting form.
- i) 08/07/2020: PSNC Updates: Daily Update: Contractor Update: Negotiations begin on pharmacy COVID-19 funding
- j) 09/07/2020: PSNC Updates: Daily Update: Staff risk assessment progress survey| June COVID-19 pressures survey
- k) 10/07/2020: PSNC Updates: Pharmacy Representation Review update; please submit your advice audit data urgently
- l) 13/07/2020: PSNC Updates: Daily Update: PQS announced for first part of 2020/21
- m) 14/07/2020: PSNC Updates: Daily Update: Pharmacy Advice Audit| Update to NHSBSA staff risk assessment survey
- n) 15/07/2020: PSNC Updates: Daily Update: Face coverings to be mandatory in shops and supermarkets| Rollout of electronic notifications for CPCS| Guidance about employment pre-reg pharmacists
- o) 16/07/2020: PSNC Updates: Daily Update: Digital guide to Pharmacy Quality Scheme| Risk assessments webinar on-demand| SSP for Fluxetine 40mg capsules extended
- p) 17/07/2020: PSNC Updates: Concessions Announcement
- q) 17/07/2020: PSNC Updates: Daily Update: Staff risk assessment survey| Face covering posters
- r) 20/07/2020: PSNC Updates: Daily Update: Ending of Pandemic Delivery Service| Pandemic improves attitudes to pharmacy and self-care

- s) 21/07/2020: PSNC Updates: Daily Update: BAME Pharmacy Leaders celebrated | COVID-19 antibody tests
- t) 22/07/2020: PSNC Updates: Daily Update: Negotiations on pharmacy COVID-19 funding | APPG membership announced.
- u) 23/07/2020: PSNC Updates: Daily Update: Face coverings become mandatory in shops tomorrow | Mental health training survey | Pharmacist education and training reform
- v) 24/07/2020: PSNC Updates: Daily Update: Expansion of NHS flu vaccinations | Use of face masks by pharmacy staff | Risk assessment progress survey | Fake benzodiazepines alert
- w) 27/07/2020: PSNC Updates: Daily Update: Better Health campaign launched | Guidance on public face coverings use | GPhC to increase premises fees
- x) 28/07/2020: PSNC Updates: Daily Update: New COVID-19 Resources | PHIF evaluation | Cegedim integrates SCR 1-click
- y) 29/07/2020: PSNC Updates: July 2020 Price Concessions
- z) 20/07/2020: PSNC Updates: Daily Update: ACTNow wellbeing campaign | Risk assessment survey reminder
- aa) 30/07/2020: PSNC Updates: Concessions Announcement
- bb) 30/07/2020: PSNC Updates: Daily Update: NHS workforce development plan | Pharmacy Representation Review next steps webinar | Research on pharmacy's role in COVID-19 pandemic | Foundation Pharmacist Programme