



COMMUNITY PHARMACY Lincolnshire

Minutes of the Meeting held Thursday 25th November 2021
at Washingborough Hall Hotel, Church Hill, Washingborough, Lincoln, LN4 1BE

Chairman

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| Paul Jenks | CPL Chairman and LPC Member CCA rep | PJ |
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LPC Members present

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| Marc Brooks | CPL Vice-Chairman and LPC Member AIMp rep | MB |
| Chris Kenny | CPL Treasurer and Member AIMp rep (arrived at 12.50) | CK |
| John Broomhead | CPL Member AIMp Rep | JB |
| James Stout | CPL Member CCA rep | JS |
| Jon Norman | CPL Member CCA rep | JN |
| Rob Severn | CPL Member CCA rep | RS |
| Chirag Ahir | CPL Member Independent rep (arrived at 13.15) | CA |
| Chris Mulimba | CPL Member Independent rep | CM |

In attendance

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| Tracey Latham-Green | CPL Chief Officer | TLG |
| Hazel Sisson | CPL Admin Support Officer | HS |

Apologies

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| Blazej Jasnowski | CPL Member AIMp rep | BJ |
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Abbreviations

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| 4PPC | Four Pillars of Primary Care |
| CO | Chief Officer |
| CCG | Clinical Commissioning Group |
| CP | Community Pharmacy |
| CPL | Community Pharmacy Lincolnshire |
| CPPE | Centre for Pharmacy Postgraduate Education |
| CRG | Clinical Reference Group |
| DMS | Discharge Medicines Service |
| DOC | Declaration of Competence |
| DOI | Declaration of Interest |
| GDPR | General Data Protection Regulation |

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| GP | General Practitioner |
| GP CPCS | General Practice Community Pharmacist Consultation Service |
| ICSs | Integrated Care Systems |
| LDC | Local Dental Committee |
| LMC | Local Medical Committee |
| LOC | Local Optical Committee |
| LPC | Local Pharmaceutical Committee |
| MYS | Manage Your Service |
| NIHR | National Institute for Health Research |
| NHSE | National Health Service England |
| NRF | Non-Recurrent Funding |
| PACEF | Prescribing and Clinical Effectiveness Forum |
| PCN | Primary Care Network |
| PCSE | Primary Care Support England |
| PhAS | Pharmacy Access Scheme |
| PMS | Pharmacy Management System |
| POD | Pharmacy, Optometry and Dentistry |
| PQS | Pharmacy Quality Scheme |
| PSNC | Pharmaceutical Services Negotiating Committee |
| RPS | Royal Pharmaceutical Society |
| SIP | Systems Improvement Programme |
| STPs | Sustainability and Transformation Partnerships |
| ULHT | United Lincolnshire Hospitals NHS Trust |
| UOL | University of Lincoln |

Minutes:

| Item | Details | Resp. |
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| 25/11/1 | Welcome, introductions & apologies | |
| | <ul style="list-style-type: none"> Apologies passed onto the committee from BJ. The committee was informed that both CK and CA would be joining the committee meeting later this morning. JS was welcomed to the committee and introductions were made by the committee. | |
| 25/11/2 | Committee Governance | |
| | <p>Declarations of Interest (DOI)</p> <ul style="list-style-type: none"> The committee was informed that both PJ and RS DOI's had been updated as required and copies had been uploaded to the website. <ul style="list-style-type: none"> TLG confirmed that JS had completed a DOI. The committee was informed as of 6th December JN was no longer working in Lincolnshire and this would be his last meeting. <p>Competition Law Guidelines</p> <ul style="list-style-type: none"> The committee acknowledged that there was no change to our stance on this matter. | All |

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| 25/11/3 | Notes from the previous meeting | |
| | <p>Matters Arising</p> <p><i>PCN Community Leads</i></p> <ul style="list-style-type: none"> • The committee was informed that we now have a vacancy for a CP PCN Lead in South Lincolnshire Rural. <p><i>NHS Midlands – Extended Care Services</i></p> <ul style="list-style-type: none"> • The committee was informed that NHS Midlands is looking at extended care services: <ul style="list-style-type: none"> ○ Tier 1 – UTI ○ Tier 2 – Skin services ○ Tier 3 – ENT • The committee was asked to consider how does CPL support these extended care services? • The committee discussed Locum issues. <ul style="list-style-type: none"> ○ NHS are interested in unprofessional locum provision. • The committee discussed locums not having knowledge of local PGD's which are specific to individual pharmacies. <ul style="list-style-type: none"> ○ Concerns to be raised with relevant people. | |
| 25/11/4 | Update from Chair and Chief Officer | |
| | <p>TLG updated the committee on key work since the last meeting:</p> <p><i>GPCPCS</i></p> <ul style="list-style-type: none"> • The GPCPCS Roll out continues slowly. Emily Topham from the CCG is working with Kieran Sharrock from the LMC to compile testimonials from high user GPs to encourage usage. The LMC Director Kieran Sharrock has found a template on SystemOne that might make the process easier – he has completed a screen shot and/or video use guide which he has shared with us and will circulate with all GP practices via the LMC. The CCG have shared a flow chart to help reception staff in surgeries divert the right patients to minimise referral back to the surgery. As this is now a paid for activity in general practice, we anticipate increased referrals as we move into winter. This change has been notified to contractors via the newsletter. • Funding for an interface between EMIS/SystemOne has been agreed in principle by NHSE but we are unlikely to see this in actuality until the end of December. Practical technical solutions for the interface between SystemOne and PharmOutcomes remain problematic but are being worked on. • MB commented that Bassingham Surgery had made double the amount of referrals than anyone else. <ul style="list-style-type: none"> ○ A committee discussion followed. <p><i>Website Upgrade</i></p> <ul style="list-style-type: none"> • TLG continues to work on the new website, anticipates it will be ready for launch by the end of the year. The process was made more difficult as August data was transferred, and a lot of changes and updates had been made between August and when we received access on 14th October. After much work had been completed on Friday PSNC told us to put a hold on work on the new website as they were having technical | |

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| | <p>problems with launch of the three early adopter sites. We await an update.</p> <p><i>Lifeguard Project</i></p> <ul style="list-style-type: none"> • This pilot project is due to be launched in the middle of this year and run for 6 months. • Coop Pharmacies are being used to minimise the variables within the study. • CK is in the process of selecting the 12 Coop Pharmacies (covering a range of types and sizes, including reference to IMD scores). • CK and TLG will sit on regular meetings with the University Steering Group. • As noted at the last meeting, TLG is planning to work on a freelance basis outside of CPL hours for the university setting up the Focus Groups and promotional links, she is awaiting formal engagement confirmation from the University imminently. • There is a slight delay in ethical approval. <p><i>CPCS Training from RPS</i></p> <ul style="list-style-type: none"> • CO Contacted RPS, they need 27 attendees registered to set up a course. Offered instead to publicise the key dates of their accessible to all pharmacists courses. RPS have agreed and we will publicise on the website/in the newsletter, most likely in January. <p><i>Health Watch Event – 3rd November, Boston</i></p> <ul style="list-style-type: none"> • CO attended this event and made-up part of the panel. • Leaflets were produced and distributed to promote the public facing website and community pharmacy in the county. • The focus was on keeping well – encouraging people to take responsibility for their own well-being and self-care. Community Pharmacy was well received. • At the contact event, gained details from potential organisations to signpost to for health and well-being. CO will create a new page on the website to capture these contacts. • CO also made contact with a Healthwatch representative and a regular bi-monthly meeting is being arranged. • Several contacts to help with the Lifeguard project in pharmacies were also made. • Shine a charity that connects people to mental health support will be including our leaflet in their next newsletter to promote the benefits of visiting community pharmacies to patients. • It is the intention of the CO to create a ‘signposting’ resources page on the website for contractors, a link to which will be circulated to contractors when completed. This includes a link to the Council Website ‘Connect to Support’ Lincolnshire, which includes a searchable database of third sector services. <p><i>Media Training</i></p> <ul style="list-style-type: none"> • TLG emailed James Wood on 3rd November to see if PSNC can offer any training. | <p>TLG</p> <p>TLG</p> |
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| | <ul style="list-style-type: none"> • PSNC responded saying they do not offer any media training but sent an email with ‘Top Tips’ this morning which will be shared with the committee. • PJ queried with the committee about CPL exploring possible training elsewhere. <ul style="list-style-type: none"> ○ RS to speak to his contact. <p><i>MP Letters</i></p> <ul style="list-style-type: none"> • All MPs were sent a letter on 17th November, updating them on the work of Community Pharmacy, including an example public health event, sharing key challenges faced by contractors and the positive impact of the visit by Gareth Davies MP to Well in Grantham. Offers of visits have been given to all MPs. • TLG informed the committee that she had received three responses so far. <ul style="list-style-type: none"> ○ Lincolnshire Co-op are planning to host Matt Warman at Parkside Community Pharmacy C-19 delivering pharmacy site on 21st January. ○ Sir John Hayes scheduled to visit Lincolnshire Co-op Pharmacy at Holbeach on 14th January. <p><i>Biographies on the website</i></p> <ul style="list-style-type: none"> • Committee members are asked to check their biographies are up to date on the website and email the Chief Officer with either ‘no changes required’ or an updated bio. • BJ to provide photograph if possible, as he is the only committee member without one on the website. <p>PJ updated the committee on key work since the last meeting:</p> <p><i>Medicines Optimisation – Systems Improvement Programme (SIP)</i></p> <ul style="list-style-type: none"> • 3 Clinical Reference Groups (CRG’s) <ul style="list-style-type: none"> ○ High Dose Opioids in Cancer Care. ○ Mental Health Prescribing in Primary Care ○ Polypharmacy and deprescribing. • The committee undertook a discussion around income impact. <ul style="list-style-type: none"> ○ Impact on pharmacies income needs to be understood. • PJ informed the committee that they want CPL to attend meetings, which would require support from the committee which would be backfilled. <ul style="list-style-type: none"> ○ PJ feels CPL should have representation at all three but queried whether as a committee we should be? <ul style="list-style-type: none"> ▪ MB agrees, commenting that we need a seat at the table and be part of the discussions. ▪ JN commented that as a profession we need to sit on them, but CPL shouldn’t be funding but it was important to be a voice for contractors. <ul style="list-style-type: none"> • PJ commented that we could make enquires about funding, but that this would probably be pushed back. | <p>TLG</p> <p>RS</p> <p>All</p> <p>BJ</p> |
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| | <ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ RS commented that system should be supporting us, but that contractors need us to support them at these groups. ○ Dates for CRG's are still awaited. ○ PJ commented that these would be 'Task and Finish' groups. • TLG queried whether CPL needed a Clinical Director? <ul style="list-style-type: none"> ○ Following committee discussion, it was agreed that the possibility of post to be investigated – to include various elements including engagement with ICS & GPs. <ul style="list-style-type: none"> ▪ Need to be clear about future – fixed term contract potentially for one day a week. ▪ CK to be asked to contact Clyde & Co for a basic job description to be forwarded to TLG. • Following discussion, it was agreed that the following committee members would attend the following CRGs: <ul style="list-style-type: none"> ○ PJ – High Dose Opioids in Non-Cancer Care. ○ MB – Mental Health Prescribing in Primary Care ○ TLG & PJ – Polypharmacy and deprescribing | <p>TLG, PJ,</p> <p>CK</p> |
| 25/11/5 | Finance Update | |
| | <p>Finance report and budget</p> <ul style="list-style-type: none"> • TLG briefed the committee around meeting paper 5. <ul style="list-style-type: none"> ○ CK advised he did not recommend having a levy holiday. <ul style="list-style-type: none"> ▪ The committee discussed and all agreed not to grant a levy holiday. ○ The committee discussed and agreed to fund the additional PSNC payment cost relating to RSG expenditure from reserves. ○ The committee acknowledged the adjustment to the cash basis budget for 2020/21. | |
| 25/11/6 | Chief Officer Post | |
| | <p>Discussion/Decision – (TLG left room for this agenda item)</p> <ul style="list-style-type: none"> • DOI's declared and acknowledged by committee. • PJ advised the committee that TLG was employed on a 12-month fixed term contract which was due to finish in January. <ul style="list-style-type: none"> ○ The committee was asked to consider whether to offer to make this a permanent contract with the caveat of not knowing the future of LPC's or to offer another 12-month contract. <ul style="list-style-type: none"> ▪ Following discussion: <ul style="list-style-type: none"> • CK proposed that a permanent contract was offered. • JB seconded this proposal. • CK asked the committee to consider the annual salary review. Currently CO post is band 8c. <ul style="list-style-type: none"> ○ The committee discussed and agreed to a 3% pay rise. <ul style="list-style-type: none"> ▪ Proposed by CK. ▪ Seconded by JB. | |

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| | <ul style="list-style-type: none"> • PJ to speak to TLG following conclusion of the committee meeting to offer a permanent contract. • TLG asked to re-join the meeting. | |
| 25/11/7 | ICS Update | |
| | <p>Update since last Committee Meeting</p> <ul style="list-style-type: none"> • PJ briefed the committee around the background of meeting paper 7. <ul style="list-style-type: none"> ○ Lincolnshire ICS will take over full delegated responsibility for pharmacy, optometry and dentistry (POD) in April 2023. Working in shadow form from April 2022. ○ Four pillars of primary care: <ul style="list-style-type: none"> ▪ Optometry ▪ Dentistry ▪ Community Pharmacy ▪ GP ○ TLG commented that a seat is needed on the 'Strategic Board', to be followed up. ○ Keen on PCN Level engagement. <ul style="list-style-type: none"> ▪ Funding requirements. ▪ TLG pushing for a cluster basis rather than expecting representatives from 14 separate PCN groups to attend weekly meetings. ○ A committee discussion followed. | TLG |
| 25/11/8 | Process for Claiming Backfill & Expenses | |
| | <p>Discussion</p> <ul style="list-style-type: none"> • TLG briefed the committee around the background of meeting paper 8. <ul style="list-style-type: none"> ○ Claims are currently submitted via different methods including marked FAO an individual or to an individual's email address. ○ Proposal for all expenses and backfill claims are submitted either: <ul style="list-style-type: none"> ▪ via email to info@pharmacylincolnshire.org using a specific email title: Expenses Claim <Your Surname> FAO The Administrator ▪ or via Post addressed to 'Community Pharmacy Lincolnshire' • The committee discussed and MB suggested that claims are just submitted electronically. <ul style="list-style-type: none"> ○ The committee agreed that all claims should be submitted electronically. ○ It was agreed that 8 hours should be claimed for a standard day and the committee was reminded that the current rate of back-fill was up to £25 an hour. ○ Mileage rate is currently 45p a mile. <ul style="list-style-type: none"> ▪ The committee agreed that this was reasonable. • The committee discussed proposed arrangements for making payments, whereby the Administrator (HS) would collate payment data and circulate for approval before making payments. | |

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| | <ul style="list-style-type: none"> ○ Following discussion, the committee agreed that HS would create the payment run and forward to CK or a member of the Executive committee for approval before making payment. A list of payments made would be included in the Treasurer's report to be viewed by the committee. ○ PJ to continue completing timesheets as current arrangements. ○ PJ suggested a cap of £1,000 for any expenses claim. <ul style="list-style-type: none"> ▪ Anything outside expense policy require executive approval before payment is made. ○ Double signature to be investigated. ○ Claims should be ideally submitted in the same month, but must be submitted within 3 months, <ul style="list-style-type: none"> ▪ HS to send a prompt to remind committee to claim back-fill following each committee meeting. ○ Hourly limit for back-fill to be reviewed in next financial year | <p>CK</p> <p>HS</p> <p>All</p> |
| 25/11/9 | Market Entry – Mablethorpe | |
| | <p>Discussion (PJ & JN left the room for this agenda item – BJ sent apologies)</p> <ul style="list-style-type: none"> ● The committee discussed the relocation application by Boots The Chemists Ltd, 78 Seacroft Road, Mablethorpe to Marisco Medical Centre, Stanley Avenue, Mablethorpe. <ul style="list-style-type: none"> ○ The committee acknowledged that the distance between the existing and relocation premises was not far, 350m. ○ This is a deprived area. ○ CK to write CPL response including outline area and identify patient groups. <ul style="list-style-type: none"> ▪ Response to be circulated to committee for comment before submission. | <p>CK</p> |
| 25/11/10 | Governance Policy | |
| | <p>Discussion and decision</p> <ul style="list-style-type: none"> ● TLG briefed the committee around the background of meeting paper 10. ● The committee discussed the proposed Committee Governance document. ● The committee discussed the need for a Governance Lead. <ul style="list-style-type: none"> ○ Following discussion, RS was nominated by MB and seconded by JS <ul style="list-style-type: none"> ▪ Committee unanimously approved. ○ The committee discussed the possibility of payroll management. <ul style="list-style-type: none"> ▪ To be investigated. <ul style="list-style-type: none"> ● RS commented that PSNC have a supplier they recommend. ● RS provided an example of approximate costs of £50 per month for 5 employees. | <p>CK</p> |

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| | <ul style="list-style-type: none"> ○ TLG to amend the Committee Governance document to reflect the changes discussed and agreed. <ul style="list-style-type: none"> ▪ Updated document to be circulated to the committee for approval before it is published on the website. | TLG |
| 25/11/11 | Proposal to reduce Ctte Size (AGM 2022) | |
| | <p>Discussion and Decision</p> <ul style="list-style-type: none"> • TLG briefed the committee around the background of meeting paper 11 and the supplementary information which was circulated prior to the meeting. <ul style="list-style-type: none"> ○ Recommendation to propose an SGM to be held at the AGM in September 2022 to reduce the committee size from 12 to 10 in 2023. • The committee was informed in order to hold an SGM approval from 8 committee members (2 thirds of the committee) is required. <ul style="list-style-type: none"> ○ BJ and CA have submitted proxy votes in favour of an SGM to reduce the committee size. • The committee was informed that if an SGM was approved it could be cancelled in the future. • The committee discussed and voted in favour of an SGM. | |
| 25/11/12 | AOB | |
| | <p>Louth Rota</p> <ul style="list-style-type: none"> • The committee was briefed that there was no late night/weekend cover for Louth. <ul style="list-style-type: none"> ○ Rota for 5.30pm-6.30pm and 1 hour on Sunday is planned until January and then ceases. • Out of Hours have queried but pharmacies can't cover costs to open on a Sunday. • Rates would need to be agreed for directed opening. • A committee discussion followed. <ul style="list-style-type: none"> ○ Situation to be watched and committee briefed regarding any further developments. • The committee was asked for comments about next steps. <ul style="list-style-type: none"> ○ Inform LCHS that rota is finishing in January. <p>Chairing the March Meeting (PJ Annual Leave)</p> <ul style="list-style-type: none"> • MB agreed to chair the March meeting in PJ absence. <p>Boston Board</p> <ul style="list-style-type: none"> • The committee was informed that Boston PCN have requested Community Pharmacy attend a 90min monthly meeting on a Thursday afternoon. <ul style="list-style-type: none"> ○ Would need to be backfilled either via Teams or face-to-face. ○ Acknowledged added workplace pressures at present. ○ Agenda requested and would be circulated. <ul style="list-style-type: none"> ▪ Attendance if possible. | CK |

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| | <ul style="list-style-type: none"> • Would be Lincolnshire Co-op in principle but would need back-fill. • The committee considered how this was not going to be an isolated request. <ul style="list-style-type: none"> ○ Costings to be put forward to ICS. <p>South Lincolnshire PCN</p> <ul style="list-style-type: none"> • PJ commented that there was the potential from Warwick Healthcare which are not in this area but do support Crowland. • PJ to go back to Warwick Healthcare and see if they are interested. • LPC can facilitate but cannot arrange. <p>PCN Leads</p> <ul style="list-style-type: none"> • The committee was informed that PCN Leads had confirmed they are happy and do not require any further meetings <p>COVID Vaccination Centres</p> <ul style="list-style-type: none"> • The committee was informed that expression of interests (EOI) have gone back out. <ul style="list-style-type: none"> ○ Those who registered an interest some time ago are advised to frequently check the website. <ul style="list-style-type: none"> ▪ TLG to add a reminder to next week's newsletter. <p>NMS</p> <ul style="list-style-type: none"> • CK commented that that gateway is a minimum of 20 NMS. • TLG commented that information to remind contractors was included in the newsletter circulated today. • TLG to phone contractors who have not achieved this gateway to remind them. <ul style="list-style-type: none"> ○ Cut-off is 5th January. <p>GPhC – Shelley Edmonds</p> <ul style="list-style-type: none"> • The committee was asked whether they were happy for Shelley Edmonds – GPhC to attend the virtual committee meeting in January for a 30min agenda slot? <ul style="list-style-type: none"> ○ The committee agreed. • TLG asked the committee to prepare specific questions and forward them to her by January 6th. | <p>PJ</p> <p>TLG</p> <p>TLG</p> <p>All</p> |
| | Meeting closed at 2.35pm | |
| | Date of Next full meeting | |
| | Thursday 20 th January – Half-Day virtual Teams meeting | All |

Action Log from November 2021 Meeting

| Min No. | Action | Deadline | Resp. | Completion Notes |
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| 25/11/4 | Create new webpage to capture health and well-being contacts made at Health Watch Event. | ASAP | TLG | Completed Signposting Page |
| 25/11/4 | Create a 'signposting' resources page on website | Ongoing | TLG | Completed (single Signposting page on website as per previous action) |
| 25/11/4 | TLG to share PSNC media 'top tips' email with committee | ASAP | TLG | 01.12.21 – TLG circulated email |
| 25/11/4 | RS to speak to his contact about the possibility of media training | ASAP | RS | |
| 25/11/4 | Committee members to check their biographies are up to date and email TLG to confirm whether any changes need to be made or whether the biography requires no changes | ASAP | All | |
| 25/11/4 | BJ to send photo for website | ASAP | BJ | |
| 25/11/4 | Investigate possibility of Clinical Director Post | ASAP | TLG, PJ | |
| 25/11/4 | CK to request basic Clinical Director job description from Clyde & Co | ASAP | CK | |
| 25/11/7 | TLG to follow up with regards to getting a seat on ICS Strategic Board | | TLG | Ongoing ICS meetings |
| 25/11/8 | Reminder to be sent to claim back-fill following committee meetings | Ongoing | HS | 30.11.21 - Reminder email to claim back-fill for November circulated to committee |
| 25/11/8 | Double signature to be investigated for Lloyds payments. | ASAP | CK | |
| 25/11/8 | Review back-fill hourly rate in next financial year. | March | All | |
| 25/11/9 | CK to write CPL response to relocation application by Boots to Marisco Medical Centre, Mablethorpe and circulate to committee before submission | ASAP | CK | 25.11.21 – CPL response circulated to committee. 02.12.21 – CK sent approved CPL response to PCSE. |
| 25/11/10 | CK to investigate payroll management | ASAP | CK | |
| 25/11/10 | TLG to make changes as discussed to proposed Committee Governance document and circulate to the committee for approval before it is posted on the website | ASAP | TLG | 02.12.21 – TLG circulated updated document. 07.12.21 – Approved document published on website. |
| 25/11/11 | Louth Rota – liaise with LCHS | ASAP | CK | Complete |
| 25/11/12 | PJ to go back to Warwick Healthcare about possibility of becoming South Lincolnshire PCN Lead | ASAP | PJ | |

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| 25/11/12 | TLG to include reminder to those contractors with EOI for COVID vaccination centres in next week's newsletter | Next Week | TLG | 02.12.21 – Completed |
| 25/11/12 | TLG to remind Contractors who are still to achieve the NMS Gateway criteria that they only have until 5 th January to meet this criteria | ASAP | TLG | Completed |
| 25/11/12 | Committee to forward specific questions for Shelly Edmonds – GPhC, who will be allocated an agenda slot for January's virtual committee meeting | 06.01.22 | All | |

Actions carried over from previous meetings.

| Min No. | Action | Deadline | Resp. | Completion Notes |
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| 18/5/1 | PJ to speak to CCA regarding replacement for Enrico. | ASAP | PJ | Contact made 15 th April 2021 – email address provided by CCA was incorrect. Contact details have been updated and welcome extended to Milena. No further response received from Milena following welcome email or apologies regarding attendance at today's meeting. 20.07.21 – No further response received. CCA are struggling to get LPC members. 25.11.21 – CPL are working with CCA with regards to CCA vacancies. We now have another CCA vacancy due to JN leaving. |
| 16/3/5 | Job description for Chair role to be formulated. | | PJ | Draft Chair role with PJ for review as at 20.04.21. 18.05.21 – PJ working on draft job description which needs amending. 20.07.21 – PJ continuing to work on in the background. 25.11.21 – PJ commented that from a Governance perspective this is needed, and this was on his to-do list. |

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| 16/3/5 | Consider how to spend reserves and feedback | | All | Reserves allocated so far to <ul style="list-style-type: none"> Virtual Outcomes licence for 21/22 (£2,000) Additional PSNC payment for Wright review work (circa £747) Potential underwriting of flu training if demand is found (£2,000). Additional suggestions welcome. 18.05.21 – ongoing consideration. 18.05.21 - TLG to send out Virtual Outcomes survey next week. 20.07.21 – ongoing consideration 23.09.21 – ongoing consideration 25.11.21 – Working on training. MB can we potentially use for backfill to attend NHS training? |
| 20/7/4 | Committee Members to forward details of any free training resources to TLG. | Ongoing | All | Ongoing – as noted on actions from previous meetings |
| 23/9/3 | Complete paperwork to withdraw money from PayPal | ASAP | CK, PJ | 25.11.21 – potential of using as a spend was discussed. Paperwork still to be completed. |
| 23/9/3 | Discuss arrangements for next year's Flu Vaccination training – to be included in January's agenda. | 20.01.22 | All | Included in January's agenda for discussion. |
| 23/9/4 | Feedback any intelligence to TLG regarding GPCPCS | Ongoing | All | |