


• Community Pharmacy South West London Committee Meeting

Date: Tuesday 25th March

Time: 10am – 4.30pm

Venue: The Grange, Beddington Park, London Road, Wallington, SM6 7BT

No.	Section	Lead	Timing	Paper	Board Action Required
	CLOSED SECTION				
1.	Welcome, Attendance & Apologies	MP	10.00-10.10		
2.	Sponsors:  Abdel Deshmukh	AD	10.05.10.20		
3.	Working Groups Who Are We as an LPC & What Do We Do? <i>(Breakout Groups)</i> Group 1: Contractor Support & Service Development Group 2: Contractor Engagement & Value Proposition	ALL	10.20-10.50	Discussion Template	Identify priorities for contractor support & engagement
COFFEE BREAK					
	Developing the LPC Committee & Leadership Growth <i>(Breakout Groups)</i> Group 1: Committee Learning & Mentoring Group 2: Accountability & Performance	ALL	11.00-11.40	SWOT Analysis	Define leadership & development strategies
	Governance & Future Structure <i>(Whole Group Discussion)</i> - Governance fit-for-purpose? - Decision-making, accountability & LPC size - Key governance improvements	ALL	11.40-12.00	Governance Review Template	Identify governance priorities
	Feedback & Work Plan Development <i>(Whole Group)</i> - Prioritisation of actions - Next steps & owners assigned	ALL	12.00-13.00	LPC Work Plan Template	Define actionable steps for the LPC

No.	Section	Lead	Timing	Paper	Board Action Required
	LUNCH BREAK 1.00PM – 2.00PM				
5.	Rajiv Dhir <ul style="list-style-type: none"> Progress on Pharmacy First – incentive scheme Contraception service event – feedback Hypertension services Medicines Optimisation incentive scheme 	RD	14.00-14.30	Apologies sent	
6.	Actions & Matters arising	AP	14.30-14.40	Discuss: <ul style="list-style-type: none"> email etiquette rules Royal Mail writing to consumers to use the services of Pharmacy2U HRT/Menopause and Contraception training (Exeltis) Help with a ketamine campaign 	
7.	LPC Levy LPS query	AP	14.40-15.00	Complaint	
8.	LPC Corporate Structure	MP	15.00-15.20		
9.	Service Committee - UPDATE	DTR	15.20-15.30	Recommendation letters	
10.	Market Entry applications	HP/MP	15.30-15.40	Spreadsheet attached	
11.	CEO Updates: <ul style="list-style-type: none"> Finance Update - LPC IT/Website LRC Update Current Services KPI Update 	AP	15.40-16.30	Verbal update	

Attendees:

Mayank Patel
Jaymil Patel
Amish Patel
Deven Jethwa
Jyoti Bakshi
Kishan Patel
Radhika Amin
Ravi Vaitha
Ruby Munglah
Subha Subramanian
Umesh Amin

Staff:

Amit Patel
David Tamby Rajah
Hina Patel

Apologies:

CJ Patel
Beran Patel
Bola Sotubo
Mansukh Sheth
Rachna Chhatralia
Shahil Soni

ICB Representatives

Rajiv Dhir (**apologies**)