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This meeting will be conducted in line with the LPC Code of Conduct and Accountability

AGENDA – OPEN/CLOSED

Date & time of meeting: **Wednesday 4 July 2018 commencing 9:30 prompt**
Venue of meeting: **Cottingham Parks Golf Club, Cottingham, HU16 5SW**

		Lead	Paper	Desired Outcome
1	Apologies for absence	Chair		
				1) LPC code of Conduct/Governance documents
				2) Declarations of interest/confidentiality agreement
				3) Competition Law guidelines
2a	GSK-Overview: David Rivers			Presentation
3	Minutes –2nd May 2018	Chair	Yes	To agree accuracy of Open/Closed and Strategy meeting minutes
4	Matters Arising & review of action points from minutes	Chair		To allow discussion or clarification of issues within the minutes not on the agenda
5	Finance report	Treasurer	Yes	1) Update the committee of current financial status and proposed budget 2018-19
		SM	No	2) To summarise VAT registration
6	6.1 Chief Officer report	CO	Yes	To update committee
	6.2 PSNC Representative	DB		To update the committee on PSNC activities
	6.3 LPC Awards	KS		To request support for nominations
7	LPC work plan 2018/19	Chair	Yes x 1 X 8 LPC members only	To update committee on 2018/19 work plan and review committee update reports (x 8)
8	Essential services			
	8.1 CPAF questionnaire	CO	CO Report	To update on completions
	8.2 GDPR	CO/SM	CO Report	To update on LPC action plan progress
	8.3 Falsified Medicines Directive	CO	CO Report	To update on available information
	8.4 Health Promotion	CO	CO Report	To remind mandated campaign for June 2018
	8.5 RA visits to pharmacies	CO	Yes x 2 LPC members only	To review options / framework
9	Advanced services			
	9.1 MUR	KM	CO Report	Update on recent participation
	9.2 NMS	KM	CO Report	Update on recent participation
	9.2.1 Quarterly Reports			
	9.2.2 MUR Event for AGM	KM		To receive update
	9.2.3 Transfer of Care	KM		To request approval to add to work plan

This meeting has been financially supported by GSK.

	9.3 NHS Flu Vaccination 9.3.1 LMC/LPC meeting	KM	CO Report	To update on working with GPs
	9.4 NHS Urgent Medication Supply Advanced Service 9.4.1 Feedback from event	KM		To feedback from event
	Comfort break [10:45]			
10	10.1 Enhanced Services			
	10.1.1 3-Year contracts	CO	CO Report	To receive an update
	10.1.2 PODIS	CO		For discussion in strategy session
11	Service / Initiatives			
	11.1 Care Navigation	CO/AB	Work Plan Report	To receive an update
	11.2 Walk in my Shoes	AB	Work Plan Report	To receive an update
	11.3 STP Programme	Chair	Work Plan Report	To receive an update
12	Commissioning support			No information at time of sending agenda
13	Local Authorities			
	13.1 Public Health Services 13.1.1 Hull – NX 13.1.2 ERY - NX	CO	CO Report	To receive an update on service delivery To receive an update on service delivery
14	NHS England			
	14.1 Failure to Open	SM/PR		To review failure to open processes
15	Control of Entry/Exit & PCSE			
	15.1 Unforeseen Benefits 15.1.1 Medix-AG – Lincoln Way, Beverley 15.2 Litigation Authority 15.2.1 Medix-AG – The Parkway, Cottingham	CO	CO Report	For discussion in the closed session To update the committee
16	CPPE	JL	Verbal	To update committee
	[11:45]			
17	GPhC – Developing our approach to regulating registered pharmacies	HJ	Presentation	To update the committee
18	AOB			To be notified to the Chair
	Lunch [12:30 – 13:30]			
	LPC Strategy Session: Ways of working – to include a communication section between LPC/contractors and responsibilities of LPC members	Chair		

19	LPC members only issues [15:30]			15:30 – 16:30
	19.1 Finance <ul style="list-style-type: none"> Office admin review Treasurers Day 	JL Treasurer		For review by Task sub-group for recommendations to committee
	19.2 Risk Log May 2018	CO	Yes	To update the committee
	19.3 LPC Office documents <ul style="list-style-type: none"> Staff handbook Contracts of employment 	CO	Yes	No hard copies - see emails sent by Joanne Carter 19.6.18
	19.4 LPC Self-assessment	All	Yes	All LPC members to complete & bring to LPC meeting for collation of views
	19.5 CCA reporting questions			To agree who is responsible for completing
	19.6 Upcoming Events <ul style="list-style-type: none"> LPC Leaders meeting LPC Conference 2018 	CO	CO Report	To agree attendance
	19.7 Regional Meeting	CO	Verbal	To receive feedback
	19.8 Contract application	CO	Verbal	To agree LPC representation on 15.1.1
20	AOB – to include members items			To be notified to the Chair prior to the meeting

LPC Strategy Session: This will follow immediately after lunch at 13:30 to 15:15

Ways of working – to include a communication section between LPC/contractors and responsibilities of LPC members

Closed Session: This will follow the Strategy Session at 15:30

Future meeting dates:		
Wednesday 5 September 2018	13.00-19.00 Followed by AGM	The Village Hotel, Hessle, Hull
Wednesday 7 November 2018	9.30-16.30	Cottingham Parks, Golf Club, Cottingham
Wednesday 9 January 2019	9.30-16.30	Cottingham Parks Golf Club, Cottingham
Wednesday 6 March 2019	9.30-16.30	Cottingham Parks Golf Club, Cottingham

Information Only items are included at the end of the Chief Officer Report – Please contact the LPC office before the meeting commences if you would like any of these items discussed in more detail

Executive meeting dates 2018-2019

Monday	30 July 2018	2-4pm	LPC Office
Monday	1 October 2018	1-3pm	LPC Office
Monday	3 December 2018	1-3pm	LPC Office
Monday	4 February 2019	1-3pm	LPC Office