

Chief Officer: Janet Clark B. Pharm. F.R.Pharm.S.
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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 5th September 2018 commencing 1:00pm prompt**

Venue of meeting: **The Village Hotel, Henry Boot Way, Priory Way, Hessle HU4 7DY –**

NOTE VENUE CHANGE

		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
2	Sponsorship - This meeting and the AGM training event has been sponsored by: Pfizer Ltd, Eli Lilly & Co, Astra Zeneca UK and Teva UK Ltd			Please view all the exhibition stands
3	Minutes –4th July 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
6	6.1 Chief Officer report	CO	Yes	To update committee
	6.2 PSNC Representative	DB		To update the committee on PSNC activities
7	LPC work plan 2018/19	Chair	Yes x 1 X 6 LPC members only	To update committee on 2018/19 work plan and review committee update reports (x 6)
8	Essential services			
	8.1 Falsified Medicines Directive	CO	CO Report	To update on available information
	8.2 Health Promotion	CO	CO Report	To remind mandated campaign for October 2018
	8.3 Endorsing webinar	CO	CO Report	To promote webinar
9	Advanced services			
	9.1 MUR	KM	CO Report	Update on recent participation
	9.2 NMS	KM	CO Report	Update on recent participation
	9.3 NHS Flu Vaccination	KM	CO Report	To update on 2018/19 service specification

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	9.3.1 Service specification 9.3.2 On demand webinar 9.3.3 FAQs			and guidance
10	10.1 Enhanced Services			
	10.1.1 Palliative Care Schemes	CO	CO Report	To receive an update
	10.1.2 PODIS [14:00-14:15]	KM	Verbal	To receive an update on LPC office communication with contractors
	10.1.3 EL23/domMAR ERYCCG	CO	CO Report	To receive an update
	10.1.4 H/T screening service ERYCCG & Hull CCG	CO/AB	CO Report	To receive an update
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 – Supervised consumption	CO	CO Report	To receive an update on service delivery
	13.1.2 North Lincs – NX & Supervis-14:15ed consumption	CO	CO Report	To receive an update on service delivery
	13.1.3 Hull -NHS Health Checks	CO	CO Report	To receive an update
14	NHS England			
	14.1 Failure to Open	CO		Reminder - failure to open processes
	14.2 Review of dispensing patients	CO	CO Report	To update committee
15	Control of Entry/Exit & PCSE			
	15.1 Relocations	CO	CO Report	
	15.1.1 Lloyds, Bransholme 15.1.2 Boots, Prospect Centre			Re-application For discussion – re-application
	15.2 Litigation Authority			
	15.2.1 Medix-AG – The Parkway, Cottingham			To update the committee on appeal outcome
16	CPPE	JL	Verbal	To update committee
17	Buddy System	PR	Feedback	Review & feedback from LPC members
18	AOB			To be notified to the Chair
	Comfort Break 15:30			

19	LPC members only issues			15:45 – 16:45
	19.1 Finance			
	19.1.1 Office review	CO/Chair	Yes	For a decision
	19.1.2 Annual Report 2017/18	CO/Chair/ Treasurer	Yes	Q+A
	19.2 Risk July 2018	CO	Yes	To update the committee
	19.3 Executive Minutes	CO	Yes	For information & ratification
	19.4 CCA reporting questions			To agree who is responsible for completing
	19.5 Upcoming Events	CO	CO Report	
	<ul style="list-style-type: none"> • LPC Leaders meeting • LPC Conference 2018 • NHS Regulations 		Yes	To feedback To update on attendees To update on attendee
	19.6 Failure to open	CO	Co Report	To receive feedback
20	AOB – to include members items			To be notified to the Chair prior to the meeting

LPC Strategy Session: This will follow immediately after the closed session 17:00 to 18:00
LPC Strategy 2014-18 Review and refresh for 2018 onwards [See attached LPC Strategy 2014-18]

AGM & Facing the Future – Together Event [See Attached flyer]

This will follow the LPC Strategy Session: Food from 6:30pm. Meeting commences 7:00pm

Future LPC 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	1 October 2018	1-3pm	LPC Office
Monday	3 December 2018	1-3pm	LPC Office
Monday	4 February 2019	1-3pm	LPC Office