

MINUTES OF THE COMMITTEE MEETING

NORTH OF TYNE LPC COMMITTEE

Date: Wednesday 6th September 2017

Time: 12.30 – 18.00

Location: Newcastle Marriot Hotel, Gosforth Park, Newcastle upon Tyne, NE3 5HN

PRESENT:

Name	Organisation	Affiliation
Simon Clark	Tesco	CCA
Farhaan Qureshi (Bobby)	Lloyds	CCA
Chris Dodd	Gill & Schofield	Independent
Andy Watson	Whitworth Chemists	Independent
Sharon Williams	Wellway Pharmacy	Independent
Debbie Baird-Palmer	Boots	CCA
Amanda Lertoria	Lloyds	CCA
David Pearse	Boots	CCA
Nisha Sehgal	Boots	CCA
Keith Kendall	NoT LPC	Chair
Christine Wardlaw	NoT LPC	Treasurer
Stephen Blackman	NoT LPC	Chief Officer
Ann Gunning	NoT LPC	Head of Services & Support

IN ATTENDANCE:

Name	Organisation	Affiliation
Gary Dobinson	Mills Pharmacy	Independent

APOLOGIES:

Name	Organisation	Affiliation
Chris Holmes	Fairmans Pharmacy	Independent
Geraint Morris	Boots	CCA
Hannah Lubbeke-Brown	Well	CCA
Mark Burdon	PSNC	Area Rep

MEETING:

Item	Discussion	Decisions and Action Points
01	Introduction	
	Apologies Apologies received as above.	
	Declarations of Conflicts of Interest No revised/additional declarations of interest received. Forms to be sent to FQ.	09-01 SB to send COI forms to FQ and NS
	Appointment to committee vacancy Following the resignation of AL, there arose a vacancy for an independent representative. Two nominations were received, and it was the responsibility of the committee to appoint in accordance with the constitution. Discussions were led by AW and SC with officers playing no part in the appointment. Decisions were based on written responses only. Following an anonymous ballot, Gary Dobinson was appointment with the majority of votes cast.	GD appointed 09-02 SB to send COI forms to GD, notify PSNC and provide email facilities
	Minutes from previous meeting Previous minutes were approved without comment. Appointment of KK as Chair and AW as Vice-Chair were confirmed following online ballot.	Minutes approved
	Open action points. All ongoing action points closed.	
02	Visitors	
	Andre Yeung, LPN AY gave an overview the Community Pharmacy Referral Scheme which was hoped to start in Dec 17. It was noted that locums would need to be trained and that training of NHS 111 call handlers was a key issue.	09-03 CCA reps to raise awareness of CPRS with head office so ready to participate when it goes ahead
	Gary Armstrong, Pharmicus Pharmicus appointed by NG CCG to provide meds optimisation to Newcastle GPs from Oct 1st. Already providing to Gateshead and have good links with G&ST LPC. Pharmicus and LPC both expressed willingness to work closely. LPC requested good advance notice of switches to allow stocks to be run down.	
	Dr. Jane Lothian, Northumberland LMC LMC invited to discuss issues surrounding flu vaccinations and advertising by GP practices. Dr Lothian expressed desire to work together in spirit of co-operation. She would address issues raised directly with practices. She noted that some GPs not receiving electronic notice of vaccinations at pharmacy. The requirements for GPs to verify emails was highlighted.	09-04 AG to contact PO and identify GPs without verified email
03	LPC Priorities	
	Roundtable (What ONE thing)	

	<p>How did local contractors perform on QPS?</p> <p>Clear timelines for HLP accreditation</p> <p>Support with quotas and shortages</p> <p>Developing commissioning and adopting value creating services aligned to NHS agendas</p> <p>Pressure / advise PSNE to ensure contractors meet obligation</p> <p>P2U alerting patients and supporting contractors</p> <p>Inspiring contractors to be involved / engaged</p> <p>Better understand CCG needs. Be at table</p> <p>GP relationships</p> <p>Follow up on automated GP notification of flu vaccinations</p> <p>There was some discussion about NUMSAS and 4 day Christmas holiday.</p> <p>There was discussion about Pharmacy2U advertising. It was agreed to design leaflets, labels and posters for NoT pharmacies to combat P2U growth. £2,000 budget approved. To display in GPs too.</p>	<p>09-05 KK to draft wording on NUMSAS and stress locum involvement</p> <p>09-06 SB to develop poster, leaflets, labels</p>
	<p>STP Engagement</p> <p>SB suggested aligning LPC strategy with STP priorities to try and get better integration of pharmacy in to STP plans</p>	<p>09-07 SB to develop concept for next meeting</p>
	<p>Impact of Funding Cuts Survey</p> <p>SB presented the results of the funding cuts survey. All respondents affected by cuts with income reduced up to 20%. Interesting that not all pharmacies supported the CPFV.</p>	
04	Officers' Reports	
	<p>Chair Report</p> <p>See report for full details.</p>	
	<p>Chief Officer's Report</p> <p>See report for full details.</p>	<p>09-08 SB to contact MB re PSNC stance on charging for delivery</p>
	<p>HS&S Report</p> <p>See report for full details.</p>	
05	Finance, Governance and Facilities	
	<p>Treasurer's report (finance and payroll)</p> <p>Northumbria FT had paid PO invoice. There were discussions about use of funds and it was agreed that support could be provided to accelerate web content and visits to pharmacies.</p>	
	<p>Governance report</p> <p>Status to be reviewed.</p>	<p>09-09 SB to download PO governance status and circulate</p>
06	Service Support & Training	
	<p>HLP update</p> <p>Brief discussion on status of current HLP support. Estimated that 45 hours work required to complete portfolio.</p>	
07	Committee Matters	

	Elections Election timetable reviewed. SB appointed returning officer.	SB appointed returning officer
10	Other Business	
	Any other business: Brief discussion re child protection requirements for TPF. All staff must be aware. SOP would cover this. DoS checker for QPS to be released by end of Sept..	
	Date and time of next LPC meeting: Wednesday 8th November 2017, 09.30 – 16.00 Holiday Inn, Seaton Burn	