

MINUTES OF THE COMMITTEE MEETING

NORTH OF TYNE LPC COMMITTEE

Date: Wednesday 5th July 201

Time: 09.30 – 16.00

Location: Stephenson Suite, Holiday Inn Newcastle –
Gosforth Park, Great North Road, Seaton Burn, Newcastle, NE13 6BP

PRESENT:

Name	Organisation	Affiliation
Simon Clark	Tesco	CCA
Geraint Morris	Boots	CCA
Dan Stephenson	Lloyds	CCA
Chris Dodd	Gill & Schofield	Independent
Chris Holmes	Fairmans Pharmacy	Independent
Andy Watson	Whitworth Chemists	Independent
Sharon Williams	Wellway Pharmacy	Independent
Alison Lowes	MG & AD Burdon	Independent
Keith Kendall	NoT LPC	Acting-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
Rusna Ghura	Norchem Pharmacy	Independent
Mark Burdon (pm only)	PSNC	Area Representative

APOLOGIES:

Name	Organisation	Affiliation
Debbie Baird-Palmer	Boots	CCA
Amanda Lertoria	Lloyds	CCA
Hannah Lubbeke	Well	CCA
David Pearse	Boots	CCA
Nisha Sehgal	Boots	CCA

MEETING:

Item	Discussion	Decisions and Action Points
01	Introduction	
	<p>Apologies Apologies received as above. Committee notified that AS had resigned as Information Officer.</p>	
	<p>Declarations of Conflicts of Interest No revised/additional declarations of interest received. SC acting as Governance Lead led a long discussion regarding the revised declaration of interest received from KK at the previous meeting. KK had previously left his employment with Boots and was no longer a CCA representative. Committee had confirmed that he remained in post as Vice-Chair. KK had since been appointed to a temporary post with NHS England as 'Community Pharmacy Integration Lead – North Region'. KK left the room while the committee discussed the potential conflict of interest. PSNC guidance on managing conflict of interest had previously been circulated to all members. SC emphasised that committee needed to make the correct discussion for LPC and contractors. AW discussed some concerns relating to the potential for confidential information to be passed to NHS England. KK was invited back to the meeting to answer questions from the members. KK described his role and reporting responsibilities. KK confirmed he had no involvement in the contractual framework. KK advised that he had discussed his LPC role with NHS E and they saw no conflict of interest. AW and others raised a number of questions. KK then left the room again. After further discussion, the committee voted unanimously that, whilst it acknowledges potential COI, it was a positive step to have a CP advocate working in that role within NHS E, that it was beneficial to have KK working with the LPC and that any potential COI could be managed within the PSNC guidance. KK was invited back to the meeting as Vice-Chair and Acting-Chair.</p>	
	<p>Appointment of Officers Following the resignation of JB, there arose a vacancy for the post of Chair. KK advised that he wished to stand. KK was asked to leave the room while the committee discussed the role and remuneration. The committee discussed the job description and unanimously agreed it. The committee unanimously agreed that remuneration by honorarium would remain unchanged reflecting a commitment of approximately two days per month. KK returned to the meeting and confirmed that he still wished to stand. During discussions one LPC member asked for time to consider applying for the post. It was agreed that nominations</p>	<p>07-01 – Nominations for post of Chair to SB by 14th July 17</p>

	<p>should be submitted to SB by 14th July after which there would be online voting.</p> <p>Post-Meeting Note 1: Only KK applied for post of Chair. Committee considered whether to appoint or delay and seek further candidates. Following online voting KK was duly appointed Chair on 21st July 2017. This created a vacancy for the post of Vice-Chair.</p> <p>Post-Meeting Note 2: A job description for the post of Vice-Chair was circulated and expressions of interest sought. Three expressions of interest were received from committee members. Following online voting, AW was duly appointed Vice-Chair on 28th July 2017.</p>	
	<p>Minutes from previous meeting GM, CW and DS were present. MB was in attendance. Remove apologies from AS. Add declaration of interest received from KK. Remove reference to ST grant under LPN update. Approved by committee.</p>	07-02 – Update previous minutes.
	<p>Open action points. All ongoing action points closed.</p>	
02	LPC Priorities	
	<p>Roundtable (Hot Topics)</p> <ul style="list-style-type: none"> • Limit to 4 items for NUMSAS on PharmOutcomes and unable to add patients referred from other pharmacy. • QPS performance • EBAY sales of medication • NUMSA locum knowledge • Branded generics • QPS work still to do • Supply quotas from wholesalers • NUMSAS abuse by patients • Quotas leading to patient complaints • Needle exchange fees • Variability in EPS process by GPs 	
	<p>PSNC Update KK gave an overview of information from PSNC Chair's and Secretaries meeting. Of note was message that P2U not a local contractor so LPC can support its own contractors in clarifying misleading messages from P2U. MB gave an overview of PSNC issues. PSNC trying to influence direction towards CPFV. Concerns over giving up pharmacist supervision. Concerned with slow progress towards service provision and NHS E agenda for central hub/internet dispensing. PSNC will not be seeking further special levy.</p>	
03	Officers' Reports	
	<p>Chair Report See report for full details.</p>	
	Chief Officer's Report	

	See report for full details.	
	HS&S Report See report for full details. LPC agreed to support service pilot for AHSN AF project.	
04	Finance, Governance and Facilities	
	Treasurer's report (finance and payroll) Honararium for Chair covered earlier. Decided not to immediately recruit to vacancy for Information Officer. Long discussion regarding use of funds from PSNE management fee. Agreed to purchase medical scales to support NewcastleCan! and EHC using 2016-17 funds. No decision on use of 2017-18 funds.	07-03 SB to order medical scales for pharmacies who expressed a need
	Governance report Potential COI covered earlier. No other issues.	
05	Service Support & Training	
	Support Brief discussion regarding possible need for support in diagnosing childhood illness to support pharmacies providing TPF. No decision taken.	
06	Pharmacy Services / Funding	
	NHS England Committee asked if Christmas BH directions could be handled differently and possibly several years in advance. This had been done successfully in Yorkshire.	07-04 SB to raise BH directions at LLG
	CCG Services Discussed under officers' reports.	
	PH Services Discussed under officers' reports	
07	Market Entry, Relocation, Change of Ownership	
	LPC confirmed that they did not support application offering unforeseen benefits at Bryson Court, Shieldfield.	07-05 SB to respond to PCSE
08	Information Communication Technology	
	Pharmoutcomes AG advised that Pharmoutcomes were working on NUMSAS pharmacy to pharmacy referral system.	
09	Provider Company	
	PSNE Discussed under officers' reports and Treasurer's report	
10	Other Business	
	Any other business: Committee asked if there could be a regional audit via PharmOutcomes to achieve annual clinical audit. Asked what the NHS E directed health promotion topics were.	07-06 SB to contact PharmOutcomes re clinical audit. 07-07 AG to contact NHS E re health promotion topics.
	Executive meetings:	

	Friday 28 th July 2017, Friday 25 th August 2017, 09:30 – 12.30 Spaceworks, Benton Park Road, Newcastle upon Tyne, NE7 7LX	
	Date and time of next LPC meeting: Wednesday 6th September 2017, 12.30 – 18.00 Marriott Hotel, Gosforth Park	