

# MINUTES OF THE COMMITTEE MEETING

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## NORTH OF TYNE LPC COMMITTEE

**Date:** Wednesday 11<sup>th</sup> January 2016

**Time:** 09.30 – 16.00

**Location:** Spaceworks, Benton Park Road, Newcastle upon Tyne, NE7 7LX

## PRESENT:

Name	Organisation	Affiliation
Amanda Lertoria	Lloyds	CCA
Debbie Baird-Palmer	Boots	CCA
Hannah Lubbeke	Well	CCA
Chris Dodd	Gill & Schofield	Independent
Sharon Williams	Wellway Pharmacy	Independent
Chris Holmes	Fairmans Pharmacy	Independent
Jean Banks	NoT LPC	Chair
Christine Wardlaw	NoT LPC	Treasurer
Stephen Blackman	NoT LPC	Chief Executive Officer
Ann Gunning	NoT LPC	Head of Services & Support
Andrew Stephenson	NoT LPC	Information Officer

## IN ATTENDANCE:

Name	Organisation	Affiliation
Rusna Ghura	Norchem Pharmacy	Independent

## MEETING:

Item	Discussion	Decisions and Action Points
	Introduction	
01	Apologies and declarations of conflicts of interest	

	<p>Apologies received from DS, MB, AL and SC. GM to leave early.</p> <p>KK replaced by Anisha Segal. Will remain as vice chair but not part of the committee.</p>	DS and AS to complete new declarations.
<b>02</b>	<p><b>Minutes from previous meeting</b></p> <p>11-03 – LPC satisfaction survey still to be completed.</p>	
<b>03</b>	<p><b>Open action points.</b></p> <p>11-03 – LPC satisfaction survey still to be completed.</p>	
	<b>Hot Topics</b>	
<b>04</b>	<p><b>Roundtable (Hot Topics)</b></p> <ul style="list-style-type: none"> <li>• Pharmacy First payments</li> <li>• Branded generics</li> <li>• Volume of work for contract changing</li> <li>• HLP portfolio – time consuming</li> <li>• Social impact from cuts in service</li> <li>• Quality payments</li> <li>• Number of contractors unaware of cuts.</li> <li>• EPS repeat dispensing presentation from NHS</li> <li>• Pharmacy integration fund</li> </ul>	
<b>05</b>	<p><b>Pharmacy Funding Cuts</b></p> <p>Committee discuss the importance of stressing that the cuts are happening and it's best to tackle the problem regionally.</p> <p>Discussion over the LPC funding HLP Health Champion training. Leadership training to be available through CPPE and CCA companies. Committee approves action for LPC to fund training.</p> <p>CD concerned about time frames for action to the cuts.</p> <p>CCAs expect for local pharmacists to feedback on work plan.</p> <p>Committee plans to urge contractors to start getting ready for the cuts early and to be prepared.</p>	<b>Committee approves LPC to fund training.</b>
	<b>Committee Matters</b>	
<b>06</b>	<p><b>LPC Strategy</b></p> <p>Strategy document to be changed in the next 6 months because of pharmacy cuts. Objectives to be changed.</p>	<b>01-01</b> Update strategy document to reflect pharmacy cuts.
<b>07</b>	<p><b>LPC Training Needs</b></p> <p>SAB needs to ask the committee – ‘do you feel like you need training?’ to help operate within LPC. Request from LPC to be informed of interesting training opportunities.</p>	
<b>08</b>	<p><b>LPC Meetings</b></p> <p>Approval from committee to host pharmacy awards again next year. Discussion on how to build awards. Voting time for awards to be extended.</p>	<b>Committee approval to use funds to host awards in 2017.</b>

	<p>SAB asks committee about who should speak and on what topic at awards. Committee approves using funds to host awards again.</p> <p>AG proposes more LPC meetings because of the volume of work for the LPC because of cuts. Evening meeting decided on for 7 2 2017 – 18:30 – 19:30.</p>	<p><b>Evening meeting – 7/2/2017 – 18:30 – 19:30.</b></p>
	<b>Officers' Reports</b>	
<b>09</b>	<p><b>Chair's Report</b> See attached report.</p> <p>JB asks for backing of committee to write a letter to PSNC complaining about the opaqueness of their activity.</p>	<p><b>01-02</b> JB to write formal letter to PSNC enquiring about their activity.</p>
<b>10</b>	<p><b>Chief Executive Officer's report</b> See report for full details.</p>	
<b>11</b>	<p><b>Head of Services and Support's Report</b> See report for full details.</p>	
<b>12</b>	<p><b>Information Officer's Report</b> Nothing to report.</p>	
	<b>Finance, Governance and Facilities</b>	
<b>13</b>	<p><b>Treasurer's report (finance and payroll)</b> Unanimous approval to pay PSNC £21,000 out of LPC reserves.</p> <p>Budget for 2017 reviewed and approved by committee.</p> <p>Pharmoutcomes income has once again been difficult to acquire.</p>	<p><b>Approval to pay PSNC out of LPC reserves.</b> <b>2017 budget approved by committee.</b></p>
<b>14</b>	<p><b>Governance workshop session</b> Nothing to report.</p>	
	<b>Professional Matters</b>	
<b>15</b>	<p><b>CCA Priorities</b> Leadership training will be available through CCA companies.</p> <p>CCAs expect for local pharmacies to feedback on work plan concerning cuts.</p>	
<b>16</b>	<p><b>LPN, LLG</b> New LPN chairman – Andre Yeung. LPC working closely with LPN.</p> <p>LLG – feed in any contractual issues brought up. Nothing to report.</p>	
<b>17</b>	<p><b>Other Issues</b> Nothing to report.</p>	
	<b>Marketing and Communications</b>	
<b>18</b>	<p><b>Website, e-mails, social media</b> Problems with system server and OwnCloud. Decision made to move to a more professional system to try and stop interruptions to service.</p>	

19	<b>Newsletter</b> Newsletter to be sent out twice a month.	
	<b>Pharmacy Services / Funding</b>	
20	<b>NHS England – Flu, PERMSS, NUMSAS</b> Discussed within Pharmacy Funding (05).	
21	<b>CCG Services</b> Discussed within Pharmacy Funding (05).	
22	<b>PH Services</b> Discussed within Pharmacy Funding (05).	
	<b>Service Support and Training</b>	
23	<b>Quality Payments Scheme</b> LPC providing support to pharmacies to meet the requirements for the quality payments scheme. Discussed within Pharmacy Funding (05).	
24	<b>Dementia Friends</b> Training event organised. To be conducted by SB and AG.	
	<b>Market Entry, Relocation, Change of Ownership</b>	
25	Covered in CO report.	
	<b>Information Communications Technology</b>	
26	<b>PharmOutcomes – invoice for 2017</b> Payment issue discussed in Treasurer’s report (13).	
27	<b>EPS</b> None raised at current meeting.	
28	<b>SCR issues – 100% coverage</b> Regular updates from NECS	
29	<b>NHS Mail Issues</b> Ongoing issues impacting quality payment scheme.	
	<b>Provider Company</b>	
30	<b>PSNE Limited</b> Covered in CO report.	
	<b>Other Business</b>	
31	<b>Any other business</b> None raised.	
32	<b>Executive meetings:</b> Friday 17th February 2017 10.00 – 12.30 Spaceworks, Benton Park Road, Newcastle upon Tyne, NE7 7LX	
33	<b>Date and time of next LPC meeting:</b> Tuesday 7 <sup>th</sup> February, 18:30-19:30 Toby Carvery, Kenton Bank, ,Ponteland Rd, Newcastle upon Tyne, NE3 3TY Wednesday 1st March 2017 09.30 – 16.00 Spaceworks, Benton Park Road, Newcastle upon Tyne, NE7 7LX	