

MINUTES OF THE COMMITTEE MEETING

NORTH OF TYNE LPC COMMITTEE

Date: Wednesday 3rd May 2017

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
Amanda Lertoria	Lloyds	CCA
Debbie Baird-Palmer	Boots	CCA
Dave Pearse	Boots	CCA
Hannah Lubbeke	Well	CCA
Geraint Morris	Boots	CCA
Dan Stephenson	Lloyds	CCA
Sharon Williams	Wellway Pharmacy	Independent
Chris Holmes	Fairmans Pharmacy	Independent
Chris Dodd	Gill & Schofield	Independent
Alison Lowes	MG & AD Burdon	Independent
Andy Watson	Whitworths	Independent
Jean Banks	NoT LPC	Chair
Keith Kendall	NoT LPC	Vice-Chair
Christine Wardlaw	NoT LPC	Treasurer
Stephen Blackman	NoT LPC	Chief 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
Mark Burdon	PSNC	Area Rep

MEETING:

Item	Discussion	Decisions and Action Points
	Introduction	
01	Apologies and declarations of conflicts of interest GM and KK to take conference calls during meeting hours. CD to leave at lunch time. Revised declaration of interest received from KK.	
02	Minutes from previous meeting Apologies to be added for CD. SB amended strategy document after discussion. Approved by committee.	05-01 – CD apologies to be added to previous minutes.
03	Open action points. All ongoing action points closed.	
	Hot Topics	
04	Roundtable (Hot Topics) Confusion over payments for services. EPS – increased staff time. Reduced funding and increased work load. More comprehensive formulary. Locums not knowing how to process NUMSAS. GpHC reduced hours. Funding cuts. Technology within pharmacy. Pharmacy changing in political climate. Public expectations. Time consuming triaging for surgery. Issues with complexity within pharmacy. Staff being cut.	
05	Progress against plan SB produced a new strategy document from discussion in the previous meeting Organised work plan in place from strategy following on from the points that were discussed. Comments needed on work plan.	
06	Quality Payments Scheme Quality payments 'step-by-step' presentation delivered by SB and KK. Created as it is hard to keep up with the changing guidelines. Multiples have their own 'step-by-step' guide. Positive feedback from committee is given.	
07	NUMSAS KK delivers presentation on NUMSAS. LPC asked to consider whether further questions to be added to FAQ.	05-02 Any further questions for NUMSAS FAQ.

	Service Support & Training	
08	<p>Quality Payments Scheme AG gives an update on LPCs involvement with HLPs and Quality Payments Scheme. Northumberland training has already occurred, Newcastle training is upcoming. There will be revision type sessions before pharmacists sit test.</p> <p>3 sessions per year and geography for Health Champions. Ran by SB and AG and encouragement from peer support. Exec asks for suggestions of venue for meetings. Sessions will start at 12:00 and run until 2:00.</p>	
	LPN Update	
09	<p>LPN Update Andre Yeung presents LPN update. Discusses possibility of TV program focussing on obesity in the North East. LPC discusses viability of community pharmacy involvement.</p> <p>Discussion of the PNA and a standardised regional approach. Committee also discusses Dinnington.</p>	
	Committee Matters	
10	<p>Committee Matters LPC discusses the venue for future meetings as Spaceworks is no longer a cost effective option because of car parking charges.</p> <p>Holiday Inn booked provisionally for the next few meetings. Bigger and cheaper than Spaceworks.</p> <p>AGM to be held at Marriott (Gosforth). SB asked Mike Maguire to speak on the future of pharmacy. Committee approves.</p>	
	Officers' Reports	
11	<p>Chair Report See report for full details.</p>	
12	<p>Chief Officer's Report See report for full details.</p>	
13	<p>HS&S Report See report for full details.</p>	
14	<p>Information Officer's Report Presentation by AS on survey results.</p>	
	Finance, Governance and Facilities	
15	<p>Treasurer's report (finance and payroll) See attached report. Unanimous vote in favour of 2% pay raise for exec.</p>	
16	<p>Governance report Nothing to report.</p>	

	Marketing and Communications	
17	Website, e-mails and social media SB presents new website layout. Request to committee to test new website. AW, SW and DpB volunteer.	
18	Newsletters, announcements Newsletters sent out.	
	Pharmacy Services/Funding	
19	NHS England Committee discussed whether the LPC should complain to the NHS about Easter opening hour turmoil. To be raised at LLG.	
20	CCG Services Discussed under officers reports.	
21	PH Services Discussed under officers reports	
	Market Entry, Relocation, Change of Ownership	
22	Discussed in (12).	
	Information Communication Technology	
23	Pharmoutcomes Pharmoutcomes Masterclass taking place in Newcastle, 24 th /25 th May.	
24	EPS Issues None currently.	
25	SCR Issues None currently.	
26	NHS Mail Issues None currently.	
	Provider Company	
27	PSNE Long dialogue with other LPCs. Decided that services that are within an LPCs area, LPCs will decide whether the service is something for PSNE to take on. All money from these services will be paid as a management fee to LPCs for staff work. If it's across two different LPCs, it will be split by contractors.	
	Other Business	
28	JB announced that she was retiring and stepping down as Chair. Committee extends thanks for her work done with the LPC over many, many years. JB advised that KK would like to be considered for appointment as Chair.	
29	Executive meetings: Friday 2nd June 2017, Friday 23rd June 2017 10.00 – 12.30	

	Spaceworks, Benton Park Road, Newcastle upon Tyne, NE7 7LX	
30	Date and time of next LPC meeting: Wednesday 5th July 2017 09.30 – 16.00 Stephenson Suite, Holiday Inn Newcastle Gosforth Park, Great North Road, Seaton Burn Newcastle, NE13 6BP	