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This meeting will be conducted in line with the LPC Code of Conduct and Accountability

**Notice of meeting of the Humber Local Pharmaceutical Committee**

**MEETING AGENDA – OPEN/STRATEGY/CLOSED**

Date & time of meeting: **Wednesday 6 September 2017 commencing 13:00 prompt**

Venue of meeting: **The Humber Bridge Country Hotel, Far Ings Lane, Barton-Upon-Humber, DN18 5RG**

		Lead	Paper	Desired Outcome
1	Apologies for absence	PR		
2	Committee Governance	PR		To remind Members of:- 1) LPC code of Conduct 2) Change in declarations of interest 3) Competition Law guidelines
3	Minutes – 5th July 2017	PR	Yes x 2	To agree accuracy of Open/Closed and Strategy meeting minutes
4	Matters Arising	PR		To allow discussion or clarification of issues within the minutes not on the agenda
5	Finance report	SM	Yes	1) Update the committee of current financial status and any upcoming expenditure and answer related questions
6	6.1 Chief Officer report 6.2 PSNC Representative	JMC DB	Yes Verbal	To update committee News from PSNC
7	LPC work plan 2017/18	PR	Yes	To update committee on 2017/18 work plan
8	Essential services/ Quality Points 8.1 Healthy Living Pharmacy	AB	Yes	To update on HLP accreditation/training <i>[See also agenda item 20.5 for RSPH accreditation proposal]</i>
9	Advanced services 9.1 MUR 9.2 NMS 9.3 Flu Vaccination 9.3.1 Advertising the service 9.3.2 Flu service 2016/17 9.4 NHS Urgent Medication Supply Advanced Service	PR PR SM/K M	CO Report CO Report CO Report	Update on recent participation Update on recent participation Update on support/advertising for 17/18

	9.4.1 Local update	JMC	CO Report	To update on service roll-out
	<b>9.5 Contractor Events</b> 9.5.1 MUR, NMS & Pharmacy losses event 9.5.2 HLP leadership events 9.5.3 HLP HLC events	All	CO Report	To update on local events
<b>10</b>	<b>Enhanced Services</b>			
	10.1 PODIS - ERY	JMC	Verbal	To receive update on progress
<b>11</b>	<b>PSNC</b>			
	11.1 LPC Chairs/Chief Officer 11.2 LPC Conference 2017	All		To receive an update To receive an update/who to attend?
<b>12</b>	<b>CCGs</b>		CO Report	
	<b>12.1 ERY CCG</b> 12.1.1 Health & Social Care Systems Leaders Workshops	JMC		To update committee
	<b>12.2 Hull CCG</b> 12.2.1 Palliative Care Scheme	JMC		To update committee
	<b>12.3 North Lincs CCG</b> 12.3. MAS & Palliative Care	JMC		To update committee on progress
	<b>12.4 NE Lincs CCG</b> 12.4.1 PODIS	PR/ JMC		To update committee on progress
<b>13</b>	<b>Commissioning support</b>			No information at time of sending agenda
<b>14</b>	<b>Local Authorities</b>			
	14.1 PNA 2018-2020	JMC	CO Report	To receive update on progress
<b>15</b>	<b>NHS England/STP</b>			
	15.1 CPAF – contract monitoring	JMC	CO Report	To update committee
	15.2 Public Health Campaign 2018	JMC	CO Report	To update committee
	15.3 Consultation – items which should not be routinely prescribed in primary care	All	CO Report Yes	To agree response
<b>16</b>	<b>Control of Entry/Exit &amp; PCSE</b>			
	16.1 Relocations 16.1.1 Ivanov&Smales Pharm Ltd 16.1.2 Change of ownership 16.1.3 Combined change of ownership/relocation Cohens Chemist - Hessle	JMC	CO Report	To agree LPC response To agree LPC responses
<b>17</b>	<b>CPPE</b>			
	17.1 Update	JL	Verbal	To update committee
<b>18</b>	<b>Miscellaneous</b>			No information at time of sending agenda
	18.1 Proposal for Community Pharmacy promotion	SM		To agree way forward

19	AOB			To be notified to the Chair prior to the meeting
	<b>Comfort break</b>			
	<b>Strategy Session</b>			<b>15:00 to 17:00</b>
	<b>Delegated Authority</b>			
	<b>Decision making tool</b> <ul style="list-style-type: none"> <li>• New services/opportunities</li> <li>• Events</li> <li>• Other</li> </ul>	CJH AB JMC		To explore way forward to assist the governance sub-group develop 'Delegated Authority' decision within the LPC Office
	<b>Feedback</b>			
	<b>Financial considerations</b> <ul style="list-style-type: none"> <li>• New services/opportunities</li> <li>• Events</li> <li>• Other</li> </ul>			To explore financial considerations/flags
	<b>Feedback</b>			
	<b>Comfort break</b>			
	<b>Closed session</b>			<b>17:00 to 18:00</b>
20	<b>LPC members only issues</b>			
	<b>20.1 Finance Annual Report 2016/17</b>	SM	Yes	Update/questions
	<b>20.2 LPC meeting evaluations</b>	PR	Yes	For information and request members to complete evaluation at the meeting
	<b>20.3 Executive Committee minutes – August 2017</b>	PR	Yes	To agree accuracy of meeting minutes and accept questions
	<b>20.4 LPC sub-groups</b>	JL/JW		
	20.4.1 Joint Performance & governance report		Yes	To receive an update
	20.4.2 HR recommendations		Verbal	To receive an update
	<b>20.5 CPH Ltd</b>	PR		
	20.5.1 Briefing		Verbal	To receive an update and make decision on way forward
	20.5.2 Provider Company networking		CO Report	
	20.5.3 RSPH accreditation process proposal	PR/ AM	Yes	
21	AOB			To be notified to the Chair prior to the meeting

<b>Future meeting dates:</b>		
Wednesday 8 November 2017	9.30-16.30	Cottingham Parks, Golf Club, Cottingham
Wednesday 3 January 2018	9.30-16.30	Cottingham Parks, Golf Club, Cottingham
Wednesday 7 March 2018	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

**The LPC AGM will follow commencing 7pm – Buffet 6pm to 7pm**

**[Please Note: MUR/NMS/Losses Event following AGM is cancelled due to lack of interest]**