

Chief Officer: Janet Clark B. Pharm. F.R.Pharm.S.
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This meeting will be conducted in line with the LPC Code of Conduct and Accountability

AGENDA – OPEN/CLOSED

Date & time of meeting: **Wednesday 2 May 2018 commencing 9:30 prompt**
Venue of meeting: **Cottingham Parks Golf Club, Cottingham, HU16 5SW**

		Lead	Paper	Desired Outcome
1	Apologies for absence	Chair - interim		
2	Introductions & Committee Governance	Chair - interim	Hard Copy [sent or on the day]	To introduce LPC Members to:- 1) LPC code of Conduct/Governance documents 2) Declarations of interest/confidentiality agreement 3) Competition Law guidelines
3	3.1 LPC Overview 3.2 Election/appointment of officers	CO interim	PowerPoint	To update all LPC members on the above To elect or appoint officers to the LPC and sub-committees
4	Minutes – 7 th March 2018	Chair	Yes x 2	To agree accuracy of Open/Closed and Strategy meeting minutes
4a	Matters Arising & review of action points from minutes	Chair		To allow discussion or clarification of issues within the minutes not on the agenda
5	Finance report	Treasurer	Yes PowerPoint	1) Update the committee of current financial status and proposed budget 2018-19
6	6.1 Chief Officer report 6.2 PSNC Representative	CO DB	Yes PowerPoint	To update committee To update the committee on PSNC activities
	Comfort break [10:45]			
7	LPC work plan 2018/19	Chair	Yes	To update committee on draft 2018/19 work plan and agree final version
8	Quality Points Update			
	8.1 Quality Points - issues	CO	CO Report	To update on issues
	8.2 GDPR	SM	CO Report PowerPoint	To update on salient aspects of the guidance
	8.3 Health Promotion	AB	CO Report	To remind mandated campaign for April 2018
9	Advanced services			
	9.1 MUR	KM	CO Report	Update on recent participation
	9.2 NMS	KM	CO Report	Update on recent participation
	9.2.1 Quarterly Reports			
	9.3 NHS Flu Vaccination	KM	CO Report	To update on training
	9.4 NHS Urgent Medication Supply Advanced Service	CO	CO Report	To update on new toolkit

10	10.1 Enhanced Services			
	10.1.1 3-Year contracts	CO	CO Report	To receive an update
	10.1.2 Palliative Care Scheme NLCCG	CO	CO Report	To receive an update
Lunch – 12.30 to 13.30				
11	Service / Initiatives			
	11.1 Care Navigation	AB	CO Report	To receive an update
	11.2 Walk in my Shoes	AB	CO Report Yes	To request input on best way forward
	11.3 STP Programme	Chair	Verbal	To update committee on progress
12	Commissioning support			No information at time of sending agenda
13	Local Authorities			
	13.1 PNA 2018-2020	CO	Verbal	To receive update
	13.2 Public Health Services Substance Misuse tenders– N Lincs & Hull	CO/SM	Verbal	To receive an update on current/future tender/s
14	NHS England			
	14.1 OTC guidance to CCGs	CO/CJH	CO Report	To update committee on impact review
15	Control of Entry/Exit & PCSE			
	15.1 Relocations 15.1.1 Boots UK, Prospect Centre, Hull to St Stephens, Hull	CO	CO Report	To update the committee
16	CPPE	JL	Verbal	To update committee
17	AOB			To be notified to the Chair
Comfort break [3:15]				
18	LPC members only issues			15:30 – 16:30
	18.1 Finance Inflationary salary increase Expenses Policy	Treasurer	Yes	For discussion/agreement For review
	18.2 Risk Log April 2018	CO	Yes	To update the committee
	18.3 Sickness Report 17-18	Chair	Yes	To receive the report
	18.4 CCA reporting questions			To agree who is responsible for completing
	18.5 Upcoming Events	CO	CO Report	To agree attendance
	18.6 CPH Ltd	PR	Verbal	To receive an update
19	AOB – to include members items			To be notified to the Chair prior to the meeting

Future meeting dates:		
Wednesday 4 July 2018	9.30-16.30	Cottingham Parks, Golf Club, Cottingham
Wednesday 5 September 2018	13.00-19.00	TBA
Wednesday 7 November 2018	9.30-16.30	Cottingham Parks, Golf Club, Cottingham
Wednesday 9 January 2019	9.30-16.30	Cottingham Parks Golf Club, Cottingham
Wednesday 6 March 2019	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

Executive meeting dates 2018-2019

Monday	4 June 2018	1-3pm	LPC Office
Monday	6 August 2018	1-3pm	LPC Office
Monday	1 October 2018	1-3pm	LPC Office
Monday	3 December 2018	1-3pm	LPC Office
Monday	4 February 2019	1-3pm	LPC Office