

## **SOMERSET LOCAL PHARMACEUTICAL COMMITTEE**

A meeting of the above Committee will take place on Wednesday 27<sup>th</sup> Nov. The Shrubbery Hotel, Station Road, Ilminster TA19 9AR, commencing at 9.00am.

### **A G E N D A**

All actions and deliberations undertaken or performed by members of this Committee in their capacity as representatives of Somerset LPC are governed by the Nolan Principles.

Apologies for Absence: Mary Pennington

**1. 9.00-10.00 Gather and Team Check – CCA Report**

Chair Update – welcome to new member(s)

Minutes of the Executive Meeting from 18<sup>th</sup> Nov 2019

Matters Arising from the Minutes of the Committee Meeting of 9<sup>th</sup> Oct.

Review of Next Steps from last Committee

Declarations of Interest Update (Sally, Rory, Fivos, Andrew?)

**2. 10.00-10.45 Committee structure – Forging form and function for 2020**

**3. 10.45-11 Tea Break**

**4. 11-12.15 Getting fit for 2020**

a) Provider Company – update and decision as to route ahead (Fivos)

b) PSNC Independent Review – impact on Somerset and beyond? (Michael)

c) Budget setting – optimising resource and investing for 2020 (Peter and Fivos)

d) PCN Update – where are we and what next? (Michael)

**5. Officers and Functional Update**

- Emma re PAMM

- Yvonne re services: CPCS (so far and how to optimise contractor delivery), Flu, AF-Stroke

- Michael re new service opportunities: Alcohol Bridgwater, Mental Health/Sompar

**6. 1pm -1.45 Lunch**

**7. 1.45-2.15pm. *Melanie Keating, Alliance Pharmaceuticals.*** (medicine for nausea and vomiting of pregnancy)

**8. 2.15-4pm Coms and Engagement for 2020**

- Deep dive workshop review on how we as a LPC motivate, materially support and mobilise our contractors to optimise delivery and revenue in 2020.

- Cover internal LPC coms ie to ourselves , LPC to external system stakeholders and LPC to contractors including influencing Multiple Leadership
- Create an actual quality improvement and delivery plan

#### 9. 4pm Meeting review and close.

- Next steps
- AOB
- Benefits of meeting review
- Confirm dates

**Next Full Committee Meeting Dates: Shrubbery Hotel Tuesday 21<sup>st</sup> January 2020**

**Exec Meeting: Shrubbery Hotel Monday 6<sup>th</sup> January 2020**

The Order of the Agenda maybe varied at the discretion of the Chairman

**Somerset Local Pharmaceutical Committee would like to thank *Alliance Pharmaceuticals* for sponsorship via Exhibition Stand & Subsistence’.**

### **CORPORATE GOVERNANCE AND THE SOMERSET LPC**

The LPC has accepted the following guiding principles for members of the Committee:

**Accountability** – Members of the LPC are accountable for their decisions and actions to Contractors and the public, and therefore submit to scrutiny.

**Openness** – Members should be as open as possible about all the decisions and actions they take. They should give reasons for their decisions, and restrict information only for short term tactical reasons, or when the wider public interest clearly demands.

**Honesty** – Members have a clear duty to declare any private interest relating to their LPC duties and take steps to resolve any conflicts arising.

**Leadership** – Members should promote and support the above principles by leadership and by example.

**Representativeness (Selflessness)** – Members must reflect the interests of the Contractors who elected or appointed them to the LPC and must not make decisions in the interests of the general body of Contractors; they must not make decisions to gain financial or other material benefits for themselves, family or friends.

**Integrity** – Members must put themselves under any obligation that might influence their performance on the LPC, or their ability to reflect the interests of the Contractors who elected, or appointed them, or to make decisions in the interests of the general body of Contractors.

**Objectively** – In making decisions, and in carrying out the business of the LPC, Members should act within the constitution and make decisions only on merit.

**Note**

The effect of the principles of Representativeness and Integrity is that the nominating bodies can mandate the Members to express a view, but cannot bind them in how they vote, or decide on an issue. This means the Members can hear and participate in debate and are free to amend their views in the light of the debate. They will no doubt then reflect to the relevant body why they made the decision they did, recognising their accountability.