

SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

A meeting of the above Committee will take place on Tuesday 21st January. 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: Rory Thompson

Guests: Paul Nightingale re Provider Company session.

Matthew Dunn from AstraZeneca re Diabetes.

Anne Cole will also join us for the day to support the L+D session and our broader agenda.

1. **9.00-9.45 Gather and Team Check-in** (Peter)

Chair kick-off and welcome to new member (Heidi Titcomb BTC)

CCA Report – what's of interest and who doing?

Matters Arising from the Minutes of and Next Steps from the Committee Meeting of 27th November.

Matters Arising from the Minutes of and Next Steps from the Executive Meeting from 6th January.

Declarations of Interest Update (Heidi T)

2. **9.45-10.00 Finance-Budget:** current state and formal 20-21 budget sign-off (Fivos, Peter, James)

3. **10.00-10.30 PSNC-LPC Independent Review:** process to date, insights and prep for Feb (Peter, Michael and Kyle) Also update from NPA, position and LPC support.

4. **10.30-10.45 PNA:** 2020 approach, discussion on how we will work to influence (Peter and Michael)

5. **10.45 Comfort Break**

6. **11.00-11.30 L+D 20-21 Plan:** update, discussion and ratification (Anne, James and Michael)

7. **11.30-12.30 Provider Company** – way ahead session with Paul Nightingale (Fivos and Michael)

8. **12.30-1.00 Matthew Dunn (AstraZeneca)** – Diabetes Therapy Area update and discussion on Somerset diabetes development approach (Matthew Dunn)

9. **1.00-1.30 Lunch** (shortened to accommodate full agenda)

10. **1.30-2.00 PCN Update** – where are we, review of 14/1 Lead workshop, and what next?

(Peter, James, Anne and Michael)

11. **2.00- 2.30 Officers and Functional Update** – focus on new services agenda and

CPCF/PQS (Yvonne and Michael)

- Yvonne re existing services: CPCS (so far, meeting with Devon Drs and what next eg NHS111-online add-on, Bristol GP-CPCS to date), Flu, AF-Stroke roll-out
- Michael re new opportunities: Alcohol Bridgwater, Mental Health/Sompar, Diabetes CVD

12. **2.30-3.15 LPC Self-Assessment and Skills Inventory:** review session (James)

13. **3.15-4.30 Our Way Ahead for 2020-21**

- Deep dive workshop review on how we frame our strategy for 20-21 against backdrop of Independent Review
- Cover internal LPC ways of working
- Create some actual outputs to give initial shape to strategy ie our actual vision and key missions for 20-21, sense of ways of working via a Stop-Start-Continue exercise for Officers and Exec Officers

14. **4.30-5.00 Meeting review and close.**

- AOB
- Benefits of meeting review (share “my best bits, my do diffs?”)
- Confirm dates

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

Somerset Local Pharmaceutical Committee would like to thank AstraZeneca for sponsorship.

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 mad