**SOMERSET LOCAL PHARMACEUTICAL COMMITTEE**

A meeting of the LPC Committee will take place on **Wednesday 18th March**, commencing at 9.00am, aim to finish at 4.30pm at Dillington House, near Ilminster

(Chair and CEO debrief 4.30-5pm)

**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: James Nicholas, Kyle Hepburn, Sally Farmer.

Guests:

* Jane Knowles, SASP
* Jane Henley, Orion Pharma (Pharmaco Partner Sponsor)

1. **9.00-9.30**

**Gather and check-in**

Chair opening address

Agenda walk-through, meeting objectives set, and outputs required agreed for the day

2. **9.30-10.00**

**Review Minutes and Matters Arising** from the Committee Meeting of 21st January and Exec March 4th

3. **10.00-10.15**

**Finance**

**Budget update/spend check-in**

4. **10.15- 11-30 (including break)**

**Strengthening our governance for 20/21**

Reflections after Review completion and what next?

Making the Nolan Principles come to life (collective session on how we will best work together during 20-21)

Managing the performance of our officer colleagues (collective session on forging our approach for 20-21)

5. **11.30- 12.30**

**Social Prescribing project – partnering with SASP to deliver “We are Undefeatable” campaign and to build our HLP delivery!**

**11.30-11.45 intro to opportunity**

**11.45-12.30 Jane Knowles presentation (Somerset Activity and Sports Partnership)**

6. **12.30-1.00**

**Jane Henly, Healthcare Development Specialist, Orion Pharma: Respiratory Session**

**7. 1.00-1.30**

**Lunch (aim to be down before 1pm)**

**8. 1.30-2.15**

**People**

a) **Committee member matters:** update on members and structure **(5mins)**

b) **Contractor Coms** – what needed right now? **(15mins)**

c) **L+D Plan 2020**: What plan for Q1 - PCN Leads, L+D Zone in May, Contractor support and local system, Committee Skills (Influencing skills?), What else? **(15mins)**

d) **Workforce recruitment and retention:** New approach to support contractors (**10mins**)

9. **2.15-3.30**

**Operations**

a) **CPCF** – what coming and what do we need to handle in 20/21? **(10mins)**

b) **COVID implementation support**: where are we and where can we add value to our contractors’ prep **(10mins)**

c) **2020 Delivery Plan Strategy**: Review the Committee wishes from January **(10mins)**

d) **Contractor Mobilisation 2020**: where are we, Multiples buy-in and what next to engage **(15mins)**

e) **PNA 2021**: update on getting prepped to leverage **(5mins)**

f) **Digital Plan**: Project ERD-North Sedgmoor update **(10mins)**

g) **Update from NHSE Regional Meeting** – new team, new thinking **(10mins)**

h) **PCN Leads** – where are we and what next? **(10mins)**

i) **Provider Company**: update on route ahead **(5mins)**

10. 3.30-4.15

**Customer**

a) **PAMM:** 2020 influencing goals, DDS and what next? **(5mins Emma)**

b) **Local services**: update on volumes, values and YOY progress: AF-Stroke, SCC-PH services **(5mins Yvonne)**

c) **National services**: Flu, CPCS, key Rx volumes and values, NMS, MUR **(5mins Yvonne)**

d) **New and next - service opportunities update**:

- **CPCF pilot** opportunities (work with NHSE Regional Team)

- **CPCS-GP** pilot opportunity (work with local system and NHSE Regional and National)

- **Diabetes case funding** service (Fivos and Kyle)

**Brief updates**

- **Mental Health/Sompar**

- **SASP and social prescribing work**

- **Progress on Alcohol Bridgwater, AF-Stroke SMR expansion**

12. 4.15-4.30 **Closedown and meeting review**

13. 4.30-5.00 **Chair and CEO debrief**

**Somerset Local Pharmaceutical Committee would like to thank Orion Pharma 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.