**SOMERSET LOCAL PHARMACEUTICAL COMMITTEE**

A remotely hosted catch up Zoom meeting of the LPC full committee will take place on **Wednesday 20th May**.

**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: None

Guests: None

1. **Gather and check-in**

**How are we all?**

**Agenda walk-through, ground-rules**

2. **Review Minutes and Matters Arising – by exception**

**(**from the Covid Planning Committee Meeting (of March 18th) and Exec 13th May

3. **Governance and Finance**

a) Budget/spend check-in – spend plan for next quarter

b) Pharmoutcomes license cross-charging plan for 20-21

4. **People**

a) PCN Leads – what do we need to do in next quarter?

b) New ways to reach contractors: COVID Bulletin, “weekly remote check-in clinic”, Website, social media drive (what next?). Drop in conf call?

5. **Operations**

a) Restoration and Recovery – enabling a new normal: what do we need to support contractors with? (see supporting document)

b) Shielded Patients – getting the info and using to support deliveries?

c) ERD Care Homes and Core Rxs?

6. **Customer Services (brief updates)**

a) Deliveries – supporting pharmacy and the system by volunteer agency connectivity

(use of Pro Delivery Manager project – see attachments)

b) Care Homes and Dom Care (MDS) – what opportunities are there?

c) Alcohol intervention service – good to go, risks?

d) Local services: Council funding support (see letter)

update on volumes, values and YOY progress: SCC-PH services

e) National services: Flu, CPCS , NMS, MURs

7. **Closedown and meeting review** (how to work together going forward?

Monthly calls? Whole day virtual? What else?

**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.