

SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

A remotely hosted meeting of the LPC Committee will take place on Wednesday 24th March 9.30am to pre-4pm finish. We will be mindful of good remote meeting practice and allow appropriate breaks to allow some variety and to keep our time together stimulating.

A G E N D A

Apologies for Absence: Shital Patel.

Guests: Meeting Sponsor Caroline Glossop (Bristol Myers Squibb LTD see footnote*)

1. 9.30-10am

Gather and personal check-in.

Welcome Vas Alafodimos.

Agenda walk-through, ground-rules, set meeting tone and objectives, agree key outputs. Review meeting minutes and next steps of January committee meeting and February Executive

2. 10-11am (60mins)

LPC Governance: Expanded session due to year-end review and new year start

- **Committee: Member's update (as per James email 10/3)**
- **Chair office ratification**
- **Contract Applications Lead**
- **Executive honoraria review**
- **Treasurers Update: PSNC Day**
- **Budget and finances planning for 21-22**
- **Funding grants update**
- **Governance Self-Audit: Finance section**
- **Governance Self-Audit: What next?**
- **PNA: when, who and how? (is it go/no-go?)**

Comfort Break (15mins)

3. 11.15-11.45 (30mins)

PSNC-LPC (Wright) Review Update on what next Review Steering Group

- **Minutes from RSG**
- **Conference reflections 17th March**
- **National Priorities**

4. 11.45-12.45 (60mins)

LPC Ways of Working

- **Review of Officers workload and plan**
- **Reflections on involvement of committee in workplans**
- **Medicines Safety Network and com-pharm representation.**

5. 12.45-1.00 (15mins)

Sponsor Caroline Glossop (Bristol Myers Squibb - Product Update session: see footnote*)

Lunch 1.00-1.30 (30mins)

6. 1.30-2.00 (30mins)

Coms update – Internal and External

- **Latest CCA, NPA Connect and AIM coms?**
- **What is working, what is needed next?**
- **GP-CPCS: Engagement Progress, what next?**
- **Social media campaigns?**
- **MP activity, do we step in?**

7. 2.00-2.30 (30mins)

People

- **PCN Leads What next?**
- **Workforce Development:** Swest Workforce summit, IPMO and LWAB: 2021 momentum (contractor appetite and needs?)
- **Covid risk reduction:** latest on staff safety, Test and Trace, PPE, COVID Vacs
- **Somerset Coaching Support “service”**

8. 2.30 -3.00 (30mins)

Ops: Service Delivery

- **Activity data**
- **Driving CPCS NHS111**
- **PQS outcome**
- **eRD Yeovil eRD project progress and expanded AHSN support**
- **Digital**
- **PAMM update**

9. 3.00- 3.30 (30mins)

New Customer Services

National Contract Services Update

- What next for **GP-CPCS?** NHSEI Project Resource and Somerset Plans, Coms covered on engagement event.
- What next for **COVID Vacs** programme?
- What next for **DMS?**

10. 3.30-4.00 (30mins)

Review meeting (what went well, what was tricky, what to do same or different next meeting?)

Plan next meeting cycle.

Close

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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 because they made the decision they did, recognising their accountability.