

SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

A remotely hosted meeting of the Committee will take place on Thursday 20th May 10am to 4pm finish. It is expected that all will have used the pre-meeting time allowed for a full day meeting attendance allowance to have covered all pre-reading papers ahead of our time together.

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: Sally Farmer; Kyle Hepburn; Neil Kyle.

Guests: Meeting Sponsor Bristol Myers Squibb (Harry Bushell)

1. 10am – 10.15

Gather and personal check-in.

Agenda walk-through, ground-rules, set meeting tone and objectives, agree key outputs.

Review meeting minutes and next steps of meetings (March committee previously circulated, focus on April Executive)

2. 10.15- 11.30am (75mins)

LPC Governance:

- **Committee: Member's update, including National Bodies activity (all 10mins)**
- **Treasurers Update: (20mins Shital)**
Budget and finances planning for 21-22
Funding grants update
- **Governance Self-Audit: Results review and what next? (20mins Plinio and Michael)**
- **PNA: when, who and how? (15mins Neil)**
- **Focus 5: Delivery Plan check-in (10mins Michael)**

Comfort Break (15mins)

3. 11.45-12.15 (30mins)

National Priorities (round up)

- **PSNC-LPC (Wright) Review Update on what next Review Steering Group**
- **Deliver and development of CPCFramework i.e., GPCPCS, DMS, Digital, Workforce, Negotiations, Covid: what next?**

4. 12.15-12.45

GP-CPCS in Somerset: Deeper Dive

5. 12.45-1pm (15mins)

(This session is sponsored by Bristol Myers Squibb through purchase of a symposium slot – and contains promotional content)

1.00-1.30 (30mins)

LUNCH BREAK

6. 1.30-1.40 (10mins)

Coms update – Internal and External

- **MP activity, do we step up?**
- **Patient Groups and wider stakeholders**

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7. 1.40-2.00 (20mins)

People

- **PCN Leads: Where are we and what next?**
- **Workforce Development: National Workforce summit, IPMO and LWAB**

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8. 2.00 -2.20 (20mins)

Ops Update

- **Service Delivery (any comments from activity report)**
- **eRD Yeovil eRD project progress and expanded AHSN support**
- **Digital**
- **PAMM update**

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9. 2.20- 2.50 (30mins)

New Customer Services

- **New opportunities pipeline (discussion on update paper)**

Comfort Break 10mins

10. 3.00-3.45 (45mins)

Committee and Member Development (what next to optimise committee delivery for contractors)

11. 3.45-4pm (15mins)

Close and Review meeting

- **What went well, what was tricky, what to do same or different next meeting?)**
- **Plan next meeting cycle**
- **Close**

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.