

## **SOMERSET LOCAL PHARMACEUTICAL COMMITTEE**

A remotely hosted meeting of the Committee will take place on Wednesday 21<sup>st</sup> July 9.30am to 4.30pm finish.

The emphasis on the day will be on various discussion and decision orientated sessions so we have had to expand the meeting time, and since we are not loading significant pre-meeting materials, we have not allowed for usual pre-reading requirement.

The usual meeting processes have been stripped back to allow for more action orientated outcomes too.

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: Kyle Hepburn: Shital Patel: Arvinder Sagar.

Guests: Meeting Sponsor Mylan UK, Tim Robinson, EpiPen Update

#### **1. 9.30am – 10.30**

**Gather and commence at pace!**

**Agenda top-line walk-through.**

**Take review of meeting minutes offline to invest in discussion time.**

**LPC Governance:**

- **Committee: Member's update**
- **Treasurers Update**  
**Budget and finances planning for 21-22**  
**Funding grants update**
- **Other matters: PNA, AGM**

#### **2. 10.30-11.15**

**GPCPCS Deep dive on delivery to date**

**Sian Retallick (PSNC Regional Rep), Ed Garvey (CCG) and Mandy West (NHSE Implementation Team) join us for in depth updating and review discussion to explore project to date and to get guidance from committee on next stage of delivery.**

#### **3. 11.15-11.30**

**Sian Retallick update on national PCNC: an interactive Q+A on issues currently being faced into at national and local levels**

**Comfort Break 11.30-11.45**

**4. 11.45-12.45**

**People Update Session**

**Staff Covid impact update: (Testing and vaccinations)**

**PCN Leads Development Plan for21-22**

**Coms: website development project**

**LPC Team Resource: (part covered in Finance update session)**

**5. 12.45-1.00**

**Sponsor session Mylan Tim Robinson**

**Lunch Break 1.00-1.30**

**6. 1.30-2.00**

**Ops Update**

- **Service Delivery (any important developments by exception)**
- **eRD expanded AHSN and CCG programme**
- **SIDER Digital (introduction to later session)**

**7. 2.00- 2.45**

**Workforce Development Plans**

**Helen Stapleton joins us from Somerset People Board to explore way ahead at system level for development of pan-Pharmacy Workforce.**

**Decisions needed as to our role and plans to bring community pharmacy sector with us.**

**Including Comfort Break 5mins**

**8. 2.45-3.30**

**Implementation of Somerset Local Healthcare Record SIDER with CCG Digital Team deep dive on the way ahead in terms of implementation project**

**9. 3.30-4.15**

**Take stock session: what have we heard, what have we agreed, what have we missed?**

**4.15-4.30**

**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.