

SOMERSET LOCAL PHARMACEUTICAL COMMITTEE

A remotely hosted meeting of the Committee will take place on **23rd September Wednesday**, commencing at 10.30am, finishing at 4pm, with 9.00-10.30am set aside for reading of papers. The AGM for 20-21 will then follow in the evening. There will be a side-bar meeting for several attendees on ERD Taunton meeting (see details below)

We will be mindful of good remote meeting practice and allow appropriate breaks and use of breakoffs to allow some variety and to keep our time together stimulating.

A G E N D A

All actions and deliberations undertaken or performed by members of this Committee

Apologies for Absence: Sally Farmer

Guests: Harry Bushill (Bristol Myers Squibb) Session on Anti-coagulation

1. 10.30-11.30am

Gather and commence at pace!

Agenda top-line walk-through.

LPC Governance:

- Committee: Member's update
- Treasurers Update
 - Budget and finances planning for 21-22
 - Funding grants update
- Other pressing LPC matters:
 - AGM progress on voting and forge agenda
 - Competition Guidelines for LPC Meetings

Competition Guidelines for LPC Meetings

(See below and in papers)

As a representative body for pharmacy contractors in their area, LPCs bring together several parties, some of whom are competitors, which can cause concern should commercially sensitive information be disclosed during an LPC meeting.

Participants of LPC meetings should therefore take care in discussions with other attendees who are or may become competitors. PSNC has produced a **briefing** that sets out a discussion framework that participants of LPC meetings should follow. It is recommended that the guidance accompanies committee meeting papers.

2. 11.30-12.00pm

GPCPCS Deep dive on delivery to date

In depth updating and review discussion to explore project to date and to get guidance from committee on next stage of delivery.

Micro-Comfort Break

- 3. 12.00-12.45 pm (peel off sidebar meeting part way through session, see below)**

People Update Session

Staff Covid impact update: (Testing and vaccinations)

PCN Leads Development Plan for 21-22

Coms: website development project

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

Side-bar meeting on Taunton Central ERD Rapid Growth Programme

- 4. 12.30-1.30: Side-bar meeting on Taunton Central ERD Rapid Growth Programme**

Peter Whitaker, Neil Kyle, Yvonne Lamb

- 5. 12.45-1.00pm**

Sponsor Session Harry Bushill (Bristol Myers Squibb) on Anti-coagulation

- 6. 1.00-1.30pm**

People Update Continued

- Workforce Project

Lunch 1.30-2.00pm

- 7. 2.00-2.45**

Ops Update and action/progress on:

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

- 8. 2.45-3.30pm**

Customer

New contract services recap

System Stakeholder Management

NHSEI Service Bid, PCNs and direction of travel

- 9. 3.30-3.45pm**

Finance

Explore pressures on contractors for insight to feed up the line and download latest intel from PSNC as to dialogue with DOH-NHSE-Treasury. PhAS changes

10. 3.45-4.00

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

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.