

**AGENDA**  
**18 May 2022**  
 9.00am – 1.00pm

No.	Agenda Item	Lead	Page No.
1. 9.00am	<b>Welcome and Apologies for Absence</b>	Rachel Solanki	
2. 9.00am	<b>Declaration of Interest</b> <i>Members to express any specific conflicts of interest regarding items on agenda that have not already been declared.</i>	Rachel Solanki	
3. 9.00am	<b>Items of Urgent Business</b> <i>Any items to be notified to the Chair at least 24 hours before the meeting.</i>	Rachel Solanki	
4. 9.05am 4.1 4.2 4.3	<b>Minutes of Meeting held on 16 March 2022</b> Minutes to be signed by the Chair Outstanding actions Completed actions (for information only)	Rachel Solanki	p.3-9 p.10 p.11
5. 5.1 9.30am 5.2 9.45am  5.3 10.15am  5.4 10.45am	<b>Items for Decision</b> Vacancy section on CPH website To revisit CPH pay review policy and line management guidance Pharmaceutical Needs Assessment (PNA) <a href="https://www.hertfordshire.gov.uk/about-the-council/consultations/health-and-wellbeing/consultation-on-the-hertfordshire-pharmaceutical-needs-assessment-2022.aspx">https://www.hertfordshire.gov.uk/about-the-council/consultations/health-and-wellbeing/consultation-on-the-hertfordshire-pharmaceutical-needs-assessment-2022.aspx</a> To approve Treasurers Report and year end 2021/22	Helen Musson Rachel Solanki  Helen Musson  Karsan Chandegra	p.12-13 p.14-23  p.24  p.25-41
6. 10.55am 6.1 6.2 6.3	<b>Items for Information</b> Executive Team meeting update Contract report Member report	Rachel Solanki Sara Norwood Sara Norwood	p.42 p.43-44 p.45
7. 7.1 11.00am  7.2 11.30am	<b>Items for Discussion</b> Future of Community Pharmacy IT systems  PSNC update including: <ul style="list-style-type: none"> <li>• Review Steering Group</li> <li>• Implementation of national services at local level</li> <li>• Future community pharmacy contract</li> </ul>	Daniel Ah-Thion, NHS Community Pharmacy IT Policy Manager James Wood, Director of Contractor & LPC Support	p.46-47
8. 12.00pm 8.1  8.2 8.3 8.4 8.5	<b>CPH Workstreams</b> Integrated Care Systems and preparing for commissioning transition National CPCF services Primary Care Networks (PCNs) Vaccinations and immunisations Community pharmacy locally commissioned services	Helen Musson  Avni Shah, Director of Primary Care Transformation Herts & West Essex ICS and CCGs (will be	p.48-51

8.6	Community pharmacy communication and engagement	present to give an ICS update).	
8.7	Member questions – to discuss audio presentation from Chief Officer	Members	
<b>9.</b> 12.50pm	<b>Any Other Business</b>		
	<b>Next CPH Meeting</b> 20 July 2022 (9am-1pm) via videoconference		

CPH are reminded that they accepted in April 2018 the following guiding principles for members of the Committee:

- **Accountability** - Members of CPH 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 CPH 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 CPH and must 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 not put themselves under any obligation that might influence their performance at CPH 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.
- **Objectivity** - in making decisions and in carrying out the business of CPH members should act within the constitution and make decisions only on merit.