

**25 January 2023**  
(8.45am for) 9.00am – 1.00pm

No.	Agenda Item	Lead	Page No.
1. 9.00am	<b>Office staff inflationary increase 2023/24</b>	Rachel Solanki & Karsan Chandegra	
9.45am	<b>Words from Sponsors</b> <ul style="list-style-type: none"> <li>Viatrix UK</li> </ul>		
2. 9.50am	<b>Welcome and Apologies</b> Apologies received from Mohamed Moledina.	Rachel Solanki	
3. 9.50am	<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	
4. 9.50am	<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	
5. 9.50am	<b>Minutes of Meeting held on 16 November 2022</b>	Rachel Solanki	
5.1	Minutes to be signed by the Chair		
5.2	Outstanding actions		
5.3	Completed actions (for information only) <ul style="list-style-type: none"> <li>CPH response to the PSNC vision</li> </ul>		
6.	<b>Herts &amp; West Essex Integrated Care Board (ICB)</b>	Miriam Blom-Smith & Fiona Corcoran	
6.1 10.00am	Healthwatch Hertfordshire survey outcomes		
6.2 10.30am	Update	Anurita Rohilla	
7. 11.00am	<b>CPH Workstreams</b>	Helen Musson	
7.1	Workstreams framework		
7.1.1	<ul style="list-style-type: none"> <li>National CPCF Services – making it work locally</li> </ul>		
7.1.2	<ul style="list-style-type: none"> <li>Primary Care Networks (PCNs)</li> </ul>		
7.1.3	<ul style="list-style-type: none"> <li>Community Pharmacy Communication and Engagement</li> </ul>		
7.1.4	<ul style="list-style-type: none"> <li>Integrated Care Systems and preparing for commissioning transition</li> </ul>		
7.1.5	<ul style="list-style-type: none"> <li>Vaccinations and Immunisations</li> </ul>		
7.1.6	<ul style="list-style-type: none"> <li>Community Pharmacy Locally Commissioned Services <ul style="list-style-type: none"> <li>UTI PGD for approval</li> </ul> </li> </ul>		
7.2	Member questions	Members	
8. 11.20am	<b>TAPR</b> Update	Rachel Solanki	

<b>9.</b> 9.1 11.50am 9.2 12.00pm 9.3 12.10pm 9.4 12.30pm	<b>Items for Decision</b> Treasurers report including Q3 for approval Draft budget for 2023/24 (April-June) for approval MCA guidance Communications strategy 2023/24	Karsan Chandegra Karsan Chandegra Helen Musson Helen Musson	
<b>10.</b> 12.50pm 10.1 10.2 10.3 10.4	<b>Items for Information</b> Executive Team meeting update Contract report Member report Community pharmacy in crisis	Rachel Solanki Sara Norwood Sara Norwood Rachel Solanki	
<b>11.</b> 12.55pm	<b>Any Other Business</b>		
	<b>Next CPH Meeting FACE-TO FACE</b> 15 March 2023 (9am-5pm) The View, Old Hens Lane, WGC, AL7 2ED		

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.