

24 May 2023
 (8.45am for) 9.00am – 1.00pm

No.	Agenda Item	Lead	Page No.
1. 9.00am	Welcome and Apologies Apologies received from Farhan Moledina	Rachel Solanki	
2. 9.05am	Declaration of Interest <i>Members to express any specific conflicts of interest regarding items on agenda that have not already been declared.</i>	Rachel Solanki	
3. 9.05am	Items of Urgent Business <i>Any items to be notified to the Chair at least 24 hours before the meeting.</i>	Rachel Solanki	
4. 9.10am 4.1 4.2 4.3	Minutes of Meeting held on 15 March 2023 Minutes to be signed by the Chair Outstanding actions Completed actions (for information only)	Rachel Solanki	p.3-9 p.10 p.11
5. 9.15am 5.1 5.1.1 5.1.2 5.1.3 5.1.4 5.1.5 5.1.6 5.2	CPH Workstreams Workstreams framework – to approve new framework 2023/24 and evaluation metrics National CPCF Services – making it work locally <ul style="list-style-type: none"> ○ To discuss and agree CPH position on investment in community pharmacy and imposed changes to CPCF 2023-24 and regulations ○ Hypertension pilot evaluation Primary Care Networks (PCNs) Community Pharmacy Communication and Engagement Integrated Care Board Engagement Transforming Pharmacy Representation (TAPR) Community Pharmacy Locally Commissioned Services	Helen Musson Members	p.12-14 p.15-34
6. 6.1 10.00am 6.2 10.30am	Herts & West Essex Integrated Care Board (ICB) Update <ul style="list-style-type: none"> • Clinical Pharmacist Networks • UTI PGD Service • Independent Prescribing Pilot • Medicines Optimisation Priorities Community Pharmacy Leadership Project and PCN Leads	Anurita Rohilla and Chief Pharmacist Mefino Ogedegbe Community Pharmacy Clinical Lead Helen Musson Primary Care Workforce Project Manager	
7. 10.45am	TAPR Update	Rachel Solanki	p.35-36

<p>8. 11.30am 8.1 8.2 8.3 8.4</p>	<p>Items for Decision CPH elections – to agree timescales for implementation Expense Policy – for approval Treasurers report and Q4 - for approval CPH meetings 2023/24</p>	<p>Helen Musson Karsan Chandegra Karsan Chandegra Rachel Solanki</p>	<p>p.37-52 p.53-61 p.62-66 p.67-68</p>
<p>9. 12.30pm 9.1 9.2 9.3 9.4</p>	<p>Items for Information Executive Team meeting update Contract report Member report Pay Review and Reward Policy</p>	<p>Rachel Solanki Sara Norwood Sara Norwood Helen Musson</p>	<p>p.69-70 p.71-73 p.74 p.75-78</p>
<p>10. 12.45pm</p>	<p>Any Other Business</p>		
<p>11. 12.50pm</p>	<p>Future CPH Meeting Dates To note and approve future meeting dates until April 2024</p> <ul style="list-style-type: none"> • 12 July 2023 • 20 September 2023 • 22 November 2023 • 17 January 2024 • 13 March 2024 <p><i>NB. dates are subject to change depending on outcomes of discussion for items 8.1 CPH elections and 8.4 CPH meetings</i></p>		

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.