

8 May 2024
9.00am – 5.00pm
The Fielder Centre, Hatfield, AL10 9TP

No.	Agenda Item	Lead	Page No.
1. 9.00am	Welcome and Apologies	Rachel Solanki	
2. 9.00am	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	Appendices
3. 9.00am	Items of Urgent Business <i>Any items to be notified to the Chair at least 24 hours before the meeting.</i>	Rachel Solanki	
4. 9.05am 4.1 4.2 4.3	Minutes of Meeting held on 13 March 2024 Minutes to be signed by the Chair Outstanding actions <ul style="list-style-type: none"> LMC meeting update CPH Funds – Hertsmere & Dacorum for Pharmacy First training Completed actions (for information only)	Rachel Solanki Helen Musson Helen Musson	3-10 11 Appendices
5. 9.15am	Items for Discussion Pre-CPH meeting contractor survey feedback	Farhan Moulana	12-13
6. 9.30am 6.1 6.2	CPH Workstreams Workstreams priorities 2024/25 – to approve <ul style="list-style-type: none"> NHS Community Pharmacy Independent Prescribing Pathfinder Programme Member questions from Chief Officer video update	Helen Musson Members	14-16 17-44 To follow
7. 7.1 10.30am 7.2 10.50am 7.3 11.10am	Items for Decision Succession Plan for CPH officers/members – for approval CPE Forum of LPC Chairs ToR Treasurers Report including Q4 – for approval	Helen Musson Helen Musson Karsan Chandegra	45-46 47-51 52-54
8. 8.1 8.2 8.3	Items for Information Executive Team meeting update (8 April 2024) Contract report Member report	Rachel Solanki Sara Norwood Sara Norwood	Appendices
9. 11.30am	Community Pharmacy England Update from CPE	Anil Sharma	
LUNCH 12.30pm-1.30pm			
10. 10.1 10.2	Subcommittees Finance & Audit Governance		Appendices Appendices

11. 4pm	Subcommittee Feedback Subcommittees to feedback their discussion and committee to agree/ratify next steps		
12.	AOB		
	Next Meeting 10 July 2024 (9am to 5pm) The View, Welwyn Garden City, AL7 2ED		

CPH committee members accepted at the first meeting of its term in October 2023 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.