

## **Minutes of the PSNC LPC and Contractor Support Subcommittee held on Wednesday 2nd February 2022 via Zoom**

**Members of LCS present:** Sam Fisher (Chair), Fin McCaul, Indrajit Patel, Jay Patel, Lucy Morton-Channon, Sian Retallick, Umesh Patel

**In attendance:** Reena Barai, David Broome, Mark Burdon, Peter Cattee, Lindsay Fairbrother, Jas Heer, Clare Kerr, Tricia Kennerley, Sunil Kochhar, Ifti Khan, Roger Nichols, Bharat Patel, Prakash Patel, Adrian Price, Stephen Thomas, Faisal Tuddy.

### **Item 1 – Welcome from the Chair**

1.1 The Chair opened the meeting and welcomed attendees.

### **Item 2 – Apologies for absence**

2.1 Rhys Martin

### **Item 3 – Conflicts or Declarations of Interest**

3.1 None declared.

### **Item 4 – Minutes of the last meeting**

4.1 The minutes of the last subcommittee meeting held on 17th November 2021 were approved.

### **Item 5 – Actions and Matters Arising**

5.1 The actions from the previous minutes were reviewed and are all completed or in progress.

5.2 James Wood updated that the revised model LPC expenses policy has now been published and that so far feedback from LPCs has been positive.

5.3 James Wood has discussed with PSNC's Services Team about how PSNC can support LPCs with embedding multi-disciplinary services and implementing the new Advanced services locally. Alastair Buxton asked the subcommittee to feedback any new ideas on this.

### **Item 6 – LPC Events 2022 plan**

6.1 The subcommittee noted the paper in the agenda

6.2 Two national LPC events have been agreed for 2022. One of these events will be held outside London to ensure that all LPC members have an equal chance to attend a PSNC/LPC conference in person.

6.3 The Contractor and LPC Support Team at PSNC has begun work with London Filmed an event and production company to design proposals for this year's LPC events. The agenda of both events will be shaped by the LPC Conference and Events Working Group which will be reconvened in due course.

6.4 The subcommittee was asked for feedback on the November LPC Conference and about what they thought could be improved for the LPC conferences in 2022.

6.5 Live polling should remain a permanent feature of PSNC/LPC Conferences. Subcommittee members reported that they thought Slido worked well at the November PSNC/LPC conference, but a lag in polling results which will be investigated.

6.6 Subcommittee members suggested that discussions on Integrated Care Systems (ICS), Primary Care Network (PCN) Leads, the Community Pharmacist Consultation Service (CPCS) and new services implementation more generally, the work of the Review Steering Group (RSG), CPCF year 4 and workforce should feature in the agenda for this year's PSNC/LPC conferences.

6.7 The newly appointed Chief Pharmaceutical Officer (CPhO) for England, David Webb, should be invited to speak at one of this year's LPC Conferences. A speaker from one of the early adopter ICS pathfinder areas should be invited to one of the 2022 LPC/PSNC conferences.

6.8 Leeds or Manchester was suggested as the best location for this year's non-London based LPC conference.

6.9 A programme of support events during 2022 is being planned to support the work of LPCs, including new/existing member days, training on negotiation, equality, diversity and inclusion and finally media skills. The suggestion was made for a further focus on contractor support and wellbeing.

**ACTION:** A recommendation encouraging PSNC members attendance (where possible) at future PSNC/LPC conferences was agreed, with consideration of how to further promote delegate and committee member interaction.

**ACTION:** PSNC will work with London Filmed to identify a way to improve the visibility of the committee members attending future PSNC/LPC conferences, especially where they choose to do so by livestream.

**ACTION:** PSNC's Communications and LPC and Contractor Support Teams will explore co-hosting several digital events with Pharmacy Support this year.

### **Item 7 – Contractor pressures discussion**

7.1 The subcommittee noted the paper in the agenda.

7.2 PSNC has launched a pharmacy pressures survey as well as the third Pharmacy Advice Audit. The results from this survey and the audit will provide critical evidence for PSNC's negotiating team to use in the upcoming negotiations with the NHS and the Department of Health and Social Care (DHSC) on Year Four of the Five Year Community Pharmacy Contractual Framework (CPCF) deal. The subcommittee was asked to discuss the pressures currently on contractors in their regions and it was noted:

- Working in community pharmacy has become too complicated and many pharmacists/technicians etc. are leaving the sector because of this.
- Though we have not seen mass pharmacy closures, many pharmacies are being forced to change their opening hours.
- Additional pressure is being placed on pharmacies because of the abundance of IT systems that pharmacies are now required to use to provide various services.

7.3 The Chair urged subcommittee members to encourage the LPCs within their region to encourage contractors to complete PSNC's Pharmacy Pressures Survey and Advice Audit.

**ACTION:** The results of the Pharmacy Pressures Survey and Advice Audit will be discussed at a future subcommittee meeting so that LCS members can discuss how better to support LPCs and contractors.

### **Item 8 – Workforce issues and LPC support from CPWDG**

8.1 The subcommittee worked through a slide deck prepared for the meeting.

8.2 Workforce issues remain a key challenge for contractors.

8.3 LPCs are increasingly being engaged by their ICS on workforce matters. To start the process of joining up the work and thinking on workforce, the Community Pharmacy Workforce Development Group (CPWDG) was invited to the November LPC conference.

8.4 PSNC has been asked for comments on the three-year strategic workforce plan of the CPWDG.

8.5 The CPWDG strategy may help LPCs to shape the workforce agenda locally and the subcommittee previously agreed to connect up national policy with local action to help LPCs understand contractor ambition and be aligned on potential actions.

8.6 Marc Donovan has agreed to attend a future PLOT meeting to share more on the strategy and action plan of the CPWDG and hear from the LPCs about what is happening at a local level.

8.7 The CEOs from the National Pharmacy Association (NPA), Company Chemist's Association (CCA), and Association of Independent Multiple pharmacies (AIMp) recently met with NHSE&I about workforce and discussed portfolio working.

**ACTION:** Subcommittee members are invited to comment on the CPWDG's workforce plan and send comments via JW who will provide feedback.

### **Item 9 – ICS development and early adopters**

9.1 The subcommittee noted the paper in the agenda

9.2 The Health and Care Bill is still making its way through Parliament, but new NHS Operational Guidance has been published that outlines several key dates, including when ICS primary care commissioning will begin.

9.3 Given the commissioning changes moving to ICSs, now may not be the best time to set up a provider company until changes to commissioning arrangements are clearer.

9.4 ICS in 11 areas of England have until 31st March 2022 to decide if they wish to proceed.

**ACTION:** PSNC's Contractor and LPC Support Team will notify the LPCs in the early adopter regions, establish an informal network of these LPCs to share best practice and formulate a support plan for them.

**ACTION:** PSNC will review the ICS draft delegation agreement once it has been finalized, expected in February 2022.

### **Item 10 – LPC Governance plan update**

10.1 The subcommittee noted the paper in the agenda

### **Item 11 – LPC Websites update project**

11.1 The subcommittee noted the paper in the agenda

### **Item 12 – LPC Communication planning and report**

12.1 The subcommittee noted the paper in the agenda

### **Item 13– LPC and Contractor Support Team (oral report)**

13.1 Richard Brown is supporting PSNC on a temporary basis until the end of March 2022, after RDF agreed additional resourcing. Richard's work will focus on helping organise this year's PSNC/LPC conferences and the Pharmacy Pressures Survey and Advice Audit.

**Item 14 – Any other business**

15.1 None recorded

**Item 15 – Date of next meeting**

15.1 Monday 16th May ahead of PSNC committee on Wednesday 18th May and Thursday 19th May 2022. It was noted that provisional dates have been set for the remainder of 2022.