

## **Minutes of the PSNC LPC and Contractor Support Subcommittee**

### **held on 29th July 2021 via Zoom**

**Members of LCS present:** Sam Fisher (Chair), Fin McCaul, Indrajit Patel, Jay Patel, Umesh Patel  
**In attendance:** James Wood, Jamie Gilliam, Alastair Buxton, Stephen Thomas.

#### **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, Lucy Morton-Channon, Sian Retallick

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

3.1 None declared.

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

4.1 A correction to point 8.3.1 of the minutes from the last subcommittee meeting was made. The minutes of the subcommittee meeting held on Thursday 29th July 2021 at 1.00pm were approved, subject to a correction to point 8.3.1 to read deliveries instead of drivers.

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

5.1 The action log was reviewed and there were no outstanding actions not covered by the current agenda.

5.2 James Wood updated the subcommittee on the work regarding GP referrals into the Community Pharmacist Consultation Service (CPCS) implementation.

**ACTION: In future, PSNC will inform the LPC Gaggle Group when the PLOT meeting notes are available on the PLOT page on the LPC Members' Area.**

#### **Item 6 – Supporting LPCs and Contractors with PCNs:**

6.1 The subcommittee noted the paper in the agenda.

6.2 James Wood informed the subcommittee that PSNC had made the case to NHS England and NHS Improvement (NHSE&I) and the Department of Health and Social Care (DHSC) of the need for funding for Primary Care Network (PCN) Leads beyond the Pharmacy Quality Scheme (PQS) and from outside of the global sum funding. An agreement on this additional funding had not been reached.

6.3 The results of the Community Pharmacy PCN Leads survey has now been published on PSNC's website. The survey highlights that many PCN Leads are undertaking unfunded work outside of PQS. Thanks to the survey, PSNC now has a network of PCN Leads which it can contact for intelligence.

6.4 The feedback from PCN Leads and LPCs consistently highlights the need for additional funding for PCN Leads to complete their role.

6.5 NHSE&I has confirmed their intention to delegate the commissioning of pharmacy services to Integrated Care Systems (ICS) by April 2023.

6.6 James Wood asked the committee how LPCs could better support PCN Leads in the absence of additional funding for the role.

6.7 The committee noted the need for PSNC to consult the LPCs that have achieved additional funding for the PCN Lead role about how this funding was obtained. The subcommittee acknowledged the need for visibility of community pharmacy within PCNs.

6.8 The Subcommittee Chair suggested that the benefits of pharmacy PCN Leads needs to be made clearer and monetized if value is provided for NHSE&I and others. However, it was recognized that the relevant relationships to do this are still in their early stages.

6.9 The guidance provided to LPCs by PSNC needs to include information about the potential for local funding for PCN Leads outside of PQS, as a small number of LPCs are currently self-funding the PCN Leads.

#### **Item 7 - LPC Self-Evaluation**

7.1 The subcommittee noted the paper in the agenda.

7.2 James Wood informed the subcommittee that PSNC's Contractor and LPC Support Team is currently working on a revised version of the LPC Self-Evaluation document.

7.3 Following feedback from LPCs, this revised document will include more detailed information on LPC Finance and Governance.

7.4 LPCs when asked were undecided on the need for a peer review process, although the subcommittee thought this would be a helpful addition.

7.5 The subcommittee welcomed the update to PSNC's LPC Self-Assessment tool.

**ACTION: James Wood will circulate a draft of the updated LPC Self-Evaluation document among the members of the subcommittee with an update at the next subcommittee for comment, along with a briefing on how to use this document.**

#### **Item 8 – LPC Elections**

8.1 The subcommittee noted the paper in the agenda.

8.2 Since the last subcommittee meeting, PSNC has decided to postpone its regional representative elections and has produced a briefing and FAQs for LPCs about how they too can delay their elections.

8.3 On 14th July 2021, James Wood briefed the members of the PSNC-LPC Operations Team (PLOT) about PSNC's recommendation that LPCs delay their elections.

8.4 PSNC has circulated a live spreadsheet among the LPCs to assess where they are at currently with regards to delaying their elections and how many LPCs use PSNC's model constitution.

8.5 The Chair noted that it is essential that LPCs continue to engage with the work of the Review Steering Group (RSG) and recognized that there are still many unanswered questions concerning the ongoing review of pharmacy representation and support.

8.6 All LPCs, as set out in the model constitution, must hold a Special General Meeting (SGM) to vote on delaying their LPCs elections by the end of September. If the decision to delay the elections is rejected by the contractor vote, then election planning should commence in October.

8.7 All LPCs must also hold their Annual General Meeting by the end of September.

**ACTION: James Wood to update LCS about the status of LPC elections in the September subcommittee.**

#### **Item 9 – ICS and Integration LPC support plan**

9.1 Since the last subcommittee meeting, NHSE&I has confirmed their intention to delegate the commissioning of pharmacy services to ICSs by April 2023 and the ICS design framework has been published.

9.2 As part of its ongoing work to support LPCs with digital integration at a system level, PSNC held a joint virtual event on Local Health and Care Records (LHCRs) with LPCs and the Community Pharmacy IT Group (CP ITG). PSNC has asked the LPCs to provide information on their progress with LHCRs, whether their local system is engaged and what more PSNC can do to help.

9.3 PSNC's LPC and Contractor Support Team continues to work to map the various ICSs in England and their boundaries.

9.4 James Wood is working with the Deputy Chief Pharmaceutical Officer for England to produce some guidance on clinical and professional leadership within ICS. This guidance should be available in late summer.

9.5 Alastair Buxton has updated PSNC's ICS briefing.

9.6 Alastair Buxton noted that community pharmacy is unlikely to have a seat on the future ICS Boards.

9.7 Tools need to be provided to LPCs to enable them to contribute to ICS integration in a positive way.

9.8 On the advice of the Department of Health, NHSE&I has reviewed several boundaries and in seven areas a decision has been made to move some areas (i.e., Glossop) to another ICS. LPCs need to be aware of these changes and should work collaboratively across the ICSs to represent the contractors in these areas.

**ACTION: James Wood to make available the ICS/LPC mapping for information once complete.**

**Item 10 – LPC Governance plan update**

10.1 The subcommittee noted the paper in the agenda.

**Item 11 – LPC/PSNC Conferences and Events**

11.1 The subcommittee noted the paper in the agenda.

**Item 12 – LPC Communications Summary**

12.1 The subcommittee noted the paper in the agenda.

**Item 13 – Inclusion and Diversity**

13.1 The subcommittee noted the paper in the agenda.

**Item 14 – Any other Business**

14.1 James Wood along with finance experts continues to work on the new draft LPC expenses policy and this should be ready for publication in September.

**Item 15 – Committee dates for 2021**

15.1 The next LCS subcommittee meeting is scheduled for 2nd September, if not incorporated into the main Committee schedule on the 8th and 9th September 2021.