

## **Minutes of the PSNC LPC and Contractor Support Subcommittee held on Monday 20th June 2022 via Zoom**

**Members of LCS present:** Sam Fisher (Chair), Jay Patel, Niamh McMillan, Sian Retallick (part), Umesh Patel

**In attendance:** Peter Cattee, Clare Kerr, Tricia Kennerley, Adrian Price, Stephen Thomas, Has Modi (part).

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

- 1.1 The Chair opened the meeting, welcomed attendees and apologised that the group's last meeting had to be stood down.
- 1.2 The Chair suggested scheduling in another session once the result of the vote on the RSG proposals has been announced.

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

- 2.1 Indrajit Patel, Rhys Martin

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

- 3.1 The Chair, Adrian Price, Stephen Thomas and Peter Cattee put on record that they are also members of the RSG.

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

- 4.1 The minutes of the last subcommittee meeting held on 2nd February 2022 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 PSNC is exploring co-hosting some digital events with Pharmacist Support focused on pharmacy pressures in the second half of 2022/23.
- 5.3 The NHS England ICS draft delegation agreement was published last week and a PSNC/LPC working group has been set-up to support LPCs within the early adopter areas.
- 5.4 An updated version of the LPC Finance Guide is now available in the LPC Members' Area of the PSNC website. This includes information on VAT for LPCs.

### **Item 6 – LPC Events 2022 update**

- 6.1 The subcommittee noted the paper in the agenda
- 6.2 Jamie Gilliam gave an update on the planning ahead of the Annual LPC Conference in September and information on the feedback following the May meeting of PSNC and LPCs.
- 6.3 The May meeting was largely well received, with 86% of delegates rating the event as excellent or good overall.
- 6.4 Members noted that there is a desire among some LPCs for PSNC/LPC Conferences to be less in the style of briefings and to give LPCs more of an opportunity to discuss and feedback to PSNC in future.
- 6.5 The agenda for the Annual LPC Conference in September should focus on RSG reform, if a positive vote achieved, and looking beyond the five year Community Pharmacy Contractual Framework (CPCF) deal. Other suggestions for inclusion on the agenda were ICS progress, workforce and the community pharmacy vision work that PSNC is looking to initiate.
- 6.6 It was also suggested that we need to consider whether a separate meeting focussing on RSG reform may be required ahead of the Annual Conference.

### **Item 7 – RSG next steps for LCS**

- 7.1 The subcommittee noted the paper in the agenda.
- 7.2 If the RSG's 37 proposals are accepted by contractors in England, this provides the mandate and imperative for PSNC to agree the detail of the recommended changes and implement them. It is proposed that this implementation work is carried out through PSNC's existing structures, with independent advice as required, before decisions by PSNC.
- 7.3 In the event of a positive vote on the proposals, PSNC's Contractor and LPC Support Team will need to do the following as soon as practicable:
1. Develop an LPC toolkit and practical implementors to support change.
  2. Provide support that standardises practices across the LPC network in line with good practice on HR and finances.
  3. Draft a new model LPC constitution, working with Gordon Hockey, Director – Legal.

**ACTION:** PSNC Office will schedule another LCS subcommittee meeting on 6th July to further discuss LPC implementation following the announcement of the vote result on the RSG proposals.

**ACTION:** Once the vote result has been announced, a plan of implementation actions for each PSNC subcommittee should be produced.

#### **Item 8 – LPC HR and employment law support**

- 8.1 The subcommittee noted the paper in the agenda.
- 8.2. The result of the contractor vote on the RSG proposals will influence the level and type of HR and employment law support that PSNC will provide to LPCs in future.
- 8.3 A positive vote on the RSG proposals could potentially increase the financial risks for LPC and therefore contractors, given that many LPCs do not currently employ any HR/employment law support.
- 8.4 PSNC is in scoping discussions with Clyde and Co. LLP to see what sort of HR and employment law support could be commissioned on behalf of all LPCs in the event of a positive vote on the RSG proposals as well as the costing for this.
- 8.5 In the event of a yes vote on the RSG proposals, the Contractor and LPC Support Team will provide standard guidance and training for LPC Chief Officers considering restructuring and mergers.
- 8.6 Members suggested that a working group of LPCs should be set-up to focus on the level/scale of HR/employment law support required by LPCs.
- 8.7 LPCs should be strongly encouraged to take-up any future HR/employment law support package commissioned by PSNC.

#### **Item 9 – Integrated Care Boards: Update on delegated responsibility for pharmaceutical services**

- 9.1 The subcommittee noted the report paper in the agenda, including the 9 early adopter areas and which LPCs will be affected from July 2022.

#### **Item 10 – Integrated Care Boards: LPC Support and feedback from early adopter areas**

- 10.1 The subcommittee noted the report paper in the agenda.
- 10.2 Jamie Gilliam gave an update about the work of the PSNC and LPC ICS early adopter area working group.
- 10.3 PSNC provides an update to LPCs about developments concerning delegated commissioning at each meeting of the group. LPCs are also asked to give an update on developments within their systems.
- 10.4 The PSNC/LPC ICS early adopter working group will become more important as delegated commissioning progresses, to share and learn ready for other LPCs from April 2023.
- 10.5 The Chair noted that the PSNC Office needs to consider how PSNC can support contractors to engage with their ICS as well as LPCs. It was agreed that the working group update should be a standing agenda item on LCS agenda.

**ACTION:** A key contact list will be produced for each system within the ICS early adopter areas, for LPCs to use as a template to let contractors know who to contact within their system.

**ACTION:** PSNC will publish future notes from the fortnightly meetings of the PSNC and LPC ICS early adopter working group

**Item 11 – Any other business**

11.1 None recorded

**Item 12 – Date of next meeting**

12.1 6th July 2022 arrangements to be confirmed