

Minutes of the LPC and Contractor Support Subcommittee

Date: Thursday 13th July 2023

Start time: 2:30–3:30am

Location: The Queens Hotel, Leeds, LS1 1PJ

Members of LCS present: Ifti Khan (Chair), Niamh McMillan, Beran Patel, Jay Patel, Sian Retallick,

In attendance: David Broome, Shiné Brownsell, Alastair Buxton, George Foote, Tricia Kennerley, Janet Morrison, Prakash Patel, Gabriele Vickers, Adeola Wilson, Katrina Worthington.

LPC Observers: Ashley Cohen, Ian Dean, Paul McGorry, Lynn Murrie.

Apologies: None

Conflicts of interest: None declared

Minutes of the last meeting: The minutes from the last meeting held on 1st February 2023 were approved.

Actions and Matters arising: There were no matters arising. The action log was reviewed and all outstanding actions had been completed.

Item 1: Appointment of LCS subcommittee Vice-Chair

1.1 Sian was appointed vice-chair of the LCS subcommittee.

Item 2: LPC Directors and Officers Insurance

2.1 There has been an ongoing process to scope a Directors & Officers 'type' insurance to cover LPC members, in a similar way to how Community Pharmacy England committee members are covered.

- 2.2 Progress made so far includes looking at a preferential rating model, involving a minimum number of LPCs to join a scheme. The provider would require a commitment of minimum 10 LPCs. So far 27 LPCs have expressed interest to commit.
- 2.3 It was proposed that LPCs self-fund from their own budgets, approximately £500 per LPC on an annual basis.
- 2.4 In terms of joining the insurance, it will be possible to join on a case to case basis at a later date.

ACTION: THE SUBCOMMITTEE AGREED TO ENDORSED THE OUTLINED APPROACH TO LPC DIRECTORS AND OFFICERS INSURANCE, IMPLEMENTATION WILL START FROM AUGUST 2023.

Item 3: Review of LCS workplan 2023/24

- 3.1 The timings for providing practical support to LPCs for their transformation was initially to July 2023. The work plan has now been adjusted to April 2024, to support LPCs making changes outside of the model timeline for change.
- 3.2 The deadline for creating a national forum of LPC contractor representatives has been extended to April 2024, to ensure more meaningful engagement with LPCs.
- 3.3 It was highlighted that work to support for provider companies, listed in the workplan is due to begin at the end of July. This involves mapping all provider companies in England, to identify gaps and facilitate coverage across England from existing provider companies. Deadline early-September.

Item 4: LPC TAPR response and next steps

- 4.1 The subcommittee noted the status of against each of the Review Steering Group (RSG) recommendations for LPCs.

Item 5: Conference of LPC Representatives 2023

- 5.1 The conference of LPC representatives will this year be an in-person event, held in London 12th October. A LPC conference working group has been established, they will help to shape the agenda and will have their first meeting 17th July.

- 5.2 So far potential agenda items include discussing and seeking support for the governance framework and developments of the governance review. Additionally, seek input and approval on approach to the national forum of LPC member representatives. Dr Claire Fuller, Chief Executive of Surrey NHS ICB will be speaking at the conference.
- 5.3 James asked the subcommittee about their thoughts on the agenda for the conference of LPC representatives. Feedback from last year included that the 'soapbox' session was useful and should be built upon and that the agenda should have a long term focus, rather than single issues.
- 5.4 Concerns regarding trajectory of governance discussions were raised and the timing of the conference. It was suggested that preliminary questions were sent out to LPCs, to be discussed at LPC meetings prior to the conference, so that delegates will be prepared for constructive and meaningful discussions.
- 5.5 It was suggested that the conference should address the implementation of the minor illness schemes at the local level. Some LPCs have been successful in implementing schemes, it would be beneficial for a selection of these LPCs to share their best practice, or how schemes could be repurposed in the event of a Common Conditions Service. Discussions on this topic have started at the Community Pharmacy England and LPC Operations Team.
- 5.6 The agenda shaping working group will reach out to LPCs and gather input on topics to have a finalised agenda by September.

Item 6: LPC Communications Report

- 6.1 James clarified that May 2023 figures were not reported for the LPC News Statistics due to the rebranding process, resulting in two editions in June, timed to launch with the move to Community Pharmacy England.

Item 7: National Meeting of LPCs and PSNC 2023/24

- 7.1 Full poll results and a sentiment analysis report of the May meeting was noted.



Item 8: LPCs Changes England from July 2023

8.1 Future changes of LPCs in England noted in Appendix 10/07/2023 will be happening from today's date up until end of March 2024.

Item Any Other Business

9.1 None recorded.

Date of next meeting: Wednesday 13th September 2023.