

## PSNC LPC and Implementation Support Subcommittee Minutes

of the meeting held on Tuesday 8<sup>th</sup> October 2013

at Devonport House, King William Walk, Greenwich, SE10 9JW

Starting at 3pm

**Members:** Mark Collins (Chairman), David Broome, Mark Burdon, Peter Cattee John Evans, Raj Morjaria, Umesh Patel, Gary Warner

**In attendance:** Stephen Banks, Alastair Buxton, Harpreet Chana, Mike Dent, Liz Colling, Komal George, Elisabeth Hopkins, Tricia Kennerley, Mike King, Andrew Lane, Margaret McCrury, Andy Murdock, Janice Perkins, Sue Sharpe, Zoe Smeaton

### 1. Apologies for absence

Apologies were received from Christine Burbage, Chris Perrington and Omar Shakoor, and David Broome was welcomed to the subcommittee.

### 2. Minutes

The minutes of the meeting held on 9<sup>th</sup> July 2013 were approved.

### 3. Matters arising

It was noted that the LPC Chair that had requested comparative data on LPC accounts had been contacted by the subcommittee Chair who explained that this request was not possible due to the variation in LPC operations.

### 4. Work Plan

The 2013 work plan set out in **Appendix LIS 02/10/13** was reviewed. It was confirmed that the office is monitoring areas where LPCs are likely to merge or undergo other structural changes and encouraging them to do so before elections so that new constitutions can be ready in time. It was agreed that an idea of the national picture on this would be useful.

## ACTION

### 5. LPC Support Directory - LPOSS

The central support document was discussed by the subcommittee and it was highlighted that the document will not be static and will be regularly updated.

The chair noted that the document brought together all the PSNC services and provided a useful reference and summary. It was suggested that the design could be amended to make it clearer what information is included on each page and that tabs to highlight the area of work could be included on each page. A glossary of NHS acronyms was also requested.

It was asked how PSNC decides which resources it should provide and which functions should be LPCs' responsibilities and it was noted that feedback from LPCs will be needed on this from the conference and regional meetings going forward. It was also noted that PSNC should identify areas that are outside its remit and direct LPCs to other resources if relevant. A robust system for prioritising needs may be needed going forward, and PSNC should make clear on the LPOSS that LPCs can suggest additional support if they need it.

### 6. LPC Conference 2013

The procedures for conference discussions and the agenda for the conference were agreed by the subcommittee. The topics submitted by LPCs for discussion were shared and summarised by Mike King. They included the need for a comprehensive database to capture evidence for pharmacy services and ways to develop pharmacy services.

### 7. Compliance with the Contractual Framework

The summary of results from the CPAF workbook completed by pharmacy contractors was noted and Steve Lutener was thanked for his work on this. It was noted that the results suggested contractors are being very open and honest about their compliance which is a positive and could reduce the need for inspections as guidance and support may be enough to help them become compliant.

The significance of not having 100% compliance with CPAF was queried and it was confirmed that it is likely that this will remain an issue for local Area Teams as commissioners will not be able to delegate total responsibility for pharmacy regulation to the GPhC.

It was noted that some contractors may have missed some of the points but also that CPAF could be a useful tool to enable contractors to ensure they are compliant with everything they need to be. Regional reps could also help to remind contractors of the requirements.

***It was recommended that:***

- ***additional support should be provided for contractors in these areas, or discussions should be opened with NHS England about the contractual framework, with a view to considering amendment***

## **8. Commissioning**

The subcommittee considered the paper in **Appendix LIS 05/10/13** in the light of concerns about the future of local pharmacy services in the new commissioning environment and the ability of pharmacies to go through tendering processes.

It was noted that challenges apply to multiples as well as independent pharmacies and that there would need to be more collaborative working in the future. The need for contract monitoring was noted and it was highlighted that complying with new tighter requirements from commissioners could be challenging for the sector.

It was suggested that pharmacy could be better off promoting itself as within the NHS and seeking LES style solutions which could also suit local councils; although this could mean services exceed spend thresholds and are subject to additional rules.

It was highlighted that pharmacies would need support for this to demonstrate their quality markers and other benefits to commissioners and to respond to service tenders.

It was suggested that performance management could be handled by LPCs with someone else holding contracts, perhaps even at a national level, and that PSNC could seek advice from external experts on this matter.

***It was recommended that:***

- ***a scoping meeting be held to assess how PSNC could help with this agenda***

## **9. LPNs**

The information in the agenda was noted and it was agreed that this topic would be considered on an ongoing basis.

## **10. LPC Elections**

The draft timetable set out in **Appendix LIS 07/10/13** was approved.

## **11. LPC levies**

The subcommittee agreed that an SOP for NHS England's Area Teams on levies would be appropriate.

## **REPORT**

### **12. Direction of Prescriptions**

The information in the agenda was noted.

### **13. Training**

The information in the agenda was noted.

### **14. Joint Communications/Engagement**

The information in the agenda was noted.

### **15. Communications plan**

The information in the agenda was noted.

### **16. Party Conferences**

The report from the party conferences found in **Appendix LIS 11/10/13** was noted and the team were thanked for their work on this.

## **17. PSNC Website and Briefings**

The information in the agenda was noted.

## **18. Any other business**