

National Review of the Representation and Support of Community Pharmacy Contractors in England Review Steering Group

Summary Notes of the RSG Workshop held on Thursday 19th August 2021 At PSNC Offices, Hosier Lane, London and via Zoom

Members: Mark Burdon (Independent), Peter Cattee (AIMp), Sandeep Dhama (AIMp), Sam Fisher (CCA), Mike Hewitson (Independent), Aneet Kapoor (Independent), Tricia Kennerly (CCA), Adrian Price (CCA), Stephen Thomas (CCA).

In attendance: James Wood (Secretary), Ami Lakhani and Jenny Johnston (Berkeley Partnership LLP).

Welcome

The RSG Secretary welcomed members of the Review Steering Group (RSG) to their first face-to-face in person meeting – a workshop format and outlined the main aims of the day.

An update was provided about the successful appointment of a Programme Manager, to begin work on Monday 6th September, subject to final pre-employment procedures being complete.

Apologies

Apologies were received from David Broome, Sue Killen and Zoe Long.

Governance

It was agreed the usual governance items such as minutes of previous meeting would be considered at the next standard the last meeting. Members were asked to respect the usual governance papers including the Terms of Reference and the RSG member personal specification.

Workshop Outputs

RSG members progressed several topics, including the following areas:

- Contractor voting process
- ICS & future NHS landscape – implication for community pharmacy
- Options for future structure and governance models

On the contractor vote, RSG members considered the following:

Practical aspects	Voting parameters
Number of voting occasions	Result measured on the percentage of all votes cast, or percentage of all eligible votes
Timing of Contractor Vote	Majority needed for the motion to carry
Format of vote	Majority across the vote or majority within representative groups
Weighting of votes	Voter turnout requirement

It was agreed to draft a paper to summarise the proposed voting process RSG has considered, and associated rationale.

On ICS & future NHS landscape – implication for community pharmacy, RSG members considered the following:

- Future of the CPCF
- Balance of national vs local commissioning
- Approach to boundaries by the NHS and Local Government, including any reviews
- Taking stock of what the NHS has said so far
- Understanding what is yet still to be determined by the NHS about ICS ways of working
- Mapping of proposed ICS to current LPCs

It was agreed to document outputs of discussion (benefits, challenges) including the options for local organisations - future network structure and alignment. It was approach to NHS engagement

The outputs and iteration of the workshop will be shared in the coming weeks .

AOB

It was agreed to draft materials / speaker notes to provide to LPCs and RSG members for upcoming AGM season.

Next Meeting

It was agreed to:

- Set up additional RSG session (remote) w/c 13th September to introduce the new Programme Manager) and progress on the actions post the workshop topics, ahead of key September stakeholder events.
- Target the next scheduled RSG meeting on 23rd September as a further face-to-face meeting, subject to pandemic restrictions.
- Capture feedback on hybrid (remote/in-person) workshop format for further discussion.

Date of the next scheduled meeting: **Thursday 23rd September 2021.**