



## PSNC Subcommittee Remits

PSNC subcommittees have responsibility for monitoring performance of specific elements of the PSNC One Year Plan. Most aspects of PSNC's work are allocated to a subcommittee, which will make recommendations to the main committee. The subcommittees have limited authority to agree expenditure for activity to fulfil the Plan.

### Remit of the Funding & Contract Subcommittee:

1. Monitor the implementation of the national contract;
2. Ensure contractor guidance is robust and timely;
3. Ensure full funding is delivered for the national contract;
4. Ensure changes in remuneration and reimbursement do not disadvantage contractors;
5. Ensure PSNC has reliable drug pricing information;
6. Keep the Cost Inquiry and other evidential bases of the new contract funding under review;
7. Ensure practicality of all aspects of contract services, including payment, IT needs;
8. Evaluate the potential impact of initiatives generated by the Service Development subcommittee on national and local contracts;
9. Ensure that fair funding fully reflects all cost elements and risks;
10. Ensure IT developments are effectively managed to minimise disruption to and maximise opportunities for contractors;
11. Develop new models for remuneration and reimbursement and evaluate the use of alternative valuation models; and
12. Ensure all aspects of the contract and LPS support contractor interests.

### Remit of the LPC and Implementation Support Subcommittee:

1. Identify support needs for LPCs and contractors;
2. Oversee communications activity;
3. Oversee NPRC services;
4. Develop future programme for NPRC services;
5. Monitor LPC and contractor satisfaction with services;
6. Develop programmes for providing training, conferences and other support services;
7. Support collaborative working with other bodies;
8. Agree proposals for income generation activity, to reduce dependence on levy income; and
9. Oversee sponsorship arrangements.

### Remit of the Resource Development and Finance Subcommittee:

1. Establish and develop the human, financial, physical and systems resources to support the strategy and achieve the objectives of PSNC;
2. Create and develop an internal training and team-building programme for PSNC members, PSNC staff and LPCs;
3. Develop sessions for new PSNC and LPC members and information packs for pharmacists interested in becoming members;

4. Ensure effective control of PSNC finances;
5. Consider annual budgets and processes;
6. Develop effective management information and monitor monthly performance;
7. Consider and establish policies for major areas of expenditure e.g. LPC and committee members' expenses;
8. Ensure PSNC's financial structure is optimised post incorporation;
9. Monitor and refresh guidance on LPC finances;
10. Ensure office space is adequate for staff;
11. Understand and suggest development for PSNC's internal systems; and
12. Lead the development of non-levy income sources.

**Remit of the Service Development Subcommittee:**

1. To keep new contract services under review;
2. To monitor uptake of non-Essential services;
3. To identify and prioritise opportunities for new services;
4. To develop or oversee the development of service specifications;
5. To ensure proper costing of services;
6. To ensure acceptance of new service specifications;
7. To identify opportunities for services to change categories (e.g. to become Essential services);
8. To monitor Control of Entry changes and influence future proposals;
9. To develop the best possible regulatory structure;
10. To ensure IT supports service development; and
11. To develop positive publicity about services and advise LIS on areas for LPC and contractor communications.