

## Action Minutes

<b>Date of Meeting:</b> 20/07/17		<b>Time:</b> 2pm		
<b>Location:</b> Bioscience Centre, York Science Park, York		<b>Subject:</b> CPNY Committee Meeting		
<b>Present:</b> Liz Colling (LC), Tamzin Burn (TB), Steve Collins (SC), Warren Cunningham (WC), Shaun Davies (SD), Ian Dean (ID), Tom Hajdas (TH), Richard Harrison (RH), Tracey Chambers (TC), Chris Kendall (CK), David Broome (DB)		<b>Apologies:</b> Samina Khan		
<b>Other Attendees:</b> Jack Davies (JD) – CPNY CEO, Laura Smart (LS) – CPNY EO, NYCC Living Well – Sally Anderson and Glenda Middleton				
Open Section				
Issue	Details		Who	When
<b>Apologies</b>	None		INFO	
<b>Declarations of Interest</b>	JD requested that all Committee Members complete their annual declaration form and return asap.		ALL	ASAP
<b>Minutes of the Last Meeting</b>	The minutes of the last meeting were declared as an accurate record.		INFO	
<b>Matters Arising</b>	JD reported as follows: <ul style="list-style-type: none"> <li>Judicial Review ‘leave to appeal’ has been granted and PSNC/NPA considering whether or not to appeal</li> <li>‘Use it or Lose it’ information and services statistics communication channel set up</li> <li>No interest in the proposed Job Match scheme</li> </ul>		INFO	
<b>Contractor Matters and Buddy Visit Feedback</b>	TB raised query as to whether there was Champions training available online. JD confirmed that this was available.		INFO	
	<b>Action</b>	TH asked when the new Sexual Health PGDs for NYCC would be available. LS to chase up with public health and ensure that these were updated on PharmOutcomes too.	LS	ASAP
<b>Regional Rep’s Report</b>	DB reported as follows: <ul style="list-style-type: none"> <li>Cat M payment reductions just announced and these may have a serious effect on some pharmacies. These will take effect from 1<sup>st</sup> August 2017 and nationwide, these reductions amount to £15m each month for the next 12 months to recoup overpayments made during 2015/16</li> <li>Local schemes for rebates for GPs had been fed back to PSNC</li> <li>Appeal to Judicial Review decision currently being considered</li> <li>PSNC monitoring pharmacy closures closely, LPCs must ensure they notify them of these</li> <li>PSNC looking at different funding models and services</li> </ul>		INFO	
	<b>Action</b>	Contractors will start to see a difference in their Cat M payments from November 2017 – LS to make them aware in Weekly Update as to potential losses (RH to help with wording).	LS/RH	21/07 /17
	<b>Action</b>	JD to notify PSNC of recent Boots, Haxby closure	JD	ASAP
	<b>Action</b>	EPS survey has been issued to contractors. LS to promote this.	LS	ASAP
<b>Devolving of Prescribing Budgets to Surgeries in VoY CCG</b>	JD presented the ‘Walk in my Shoes’ video to the Committee. He explained that this was a scheme piloted by Lewisham CCG with the aim of community pharmacy and GPs achieving a greater understanding of each other’s roles, thereby providing a more integrated approach for patients. This is possibly a mechanism or a foundation for helping hubs to succeed and PSNC has devised an excellent toolkit for helping other areas to participate in the scheme. CPNY is pursuing funding jointly with neighbouring LPCs via STP local workforce action boards (LWABs), HEE and CPIF for one full time project manager and four part time project officers across Yorkshire & Humber.  Vale of York CCG had informed CPNY that their work on devolving prescribing budgets to GP surgeries would be implemented from 1 <sup>st</sup> July 2017. This means that surgeries (via their Federation groups) can control a proportion of their drugs budget themselves and any savings shared with the CCG. TC had thought that pharmacies could help GPs to save money despite no financial incentive to do so		INFO	

	but now it appeared that all avenues for this were now ‘sewn up’ for the next year at least so not many opportunities for pharmacy. RH commented that he had attended the Practice Pharmacists meeting on 5 <sup>th</sup> July and practice pharmacists were making it plain they were not happy to carry out switching. He also mentioned that Alex Molyneux was soon to be replaced by Ken Latta.		
	<b>Action</b> LC suggested that it would be a good idea to ask for clarification in writing from the CCG concerning the devolvment – JD to request this.	JD	ASAP
<b>Referrals from Community Pharmacy into the Living Well team</b>	Sally Anderson and Glenda Middleton joined the meeting for this agenda item. They made a presentation to the Committee explaining how the Living Well scheme works and asked for suggestions on how community pharmacy could participate by making referrals.	INFO	
	<b>Action</b> It was suggested that a pilot be run with Hambleton and Richmondshire pharmacies first before rolling out across North Yorkshire.	JD	ASAP
<b>STP Update</b>	JD presented an overview of progress made so far with the various STPs: <ul style="list-style-type: none"> <li>• VoY CCG locality groups – appointed so far: Boots Area Manager, Francesca Crook for North, Martina Khan from Priory Pharmacy for Central. A volunteer for the South group required</li> <li>• TB attended Ambition for Health meeting (next one 16<sup>th</sup> August 2017)</li> <li>• HRW CCG still yet to organise their locality groups</li> <li>• York and Scarborough Hospital Trust keen to use PharmOutcomes for Refer to Pharmacy but some technical issues with compatibility – another meeting to be held to discuss a web based version</li> <li>• CPNY has submitted a request for training funds (£68K) for future pharmacy development from the Local Workforce Action Board’s education and training funding pot</li> </ul>	INFO	
	<b>Action</b> It was suggested that JD ask Alex Crewe at Arc Pharmacy in Selby to consider attending the South group meeting.	JD	ASAP
<b>CHL</b>	A discussion took place around the continuation of the provider company, CHL, following the resignation of independent member, Richard Harrison. JD explained that the company had not won any contracts or business to date and that without an independent member, the company was inqorate so no decisions could currently be made.	INFO	
	<b>Action</b> It was agreed to ask Charles Fox if he might like to replace RH as independent member.	ID	ASAP
	<b>Action</b> The decision was taken to allow the company to lay dormant for the foreseeable future with this to be reviewed every six months, so JD to include on January 2018 Committee meeting agenda.	JD	Jan 18
	<b>Action</b> RH to pass the banking side of running the company over to new director, Liz Colling.	RH	ASAP
<b>PSNC Chairs and CEO Meeting Feedback</b>	JD reported PSNC’s CEO Sue Sharpe’s views about the future landscape for community pharmacy: <ul style="list-style-type: none"> <li>• the NHS funding crisis will affect future negotiations and that what is needed for community pharmacy is a business model over and above prescriptions with an emphasis on a more clinical approach</li> <li>• the negotiations for the national contract to probably start October/November time</li> <li>• PSNC and NPA currently taking advice as to the merits of an appeal against the Judicial Review decision</li> <li>• proposals for a service-led contractual framework and funding model being developed (pilots could potentially be funded by the Pharmacy Integration Fund)</li> <li>• MURs being redesigned to include ongoing monitoring and regular follow up with patients as an element of care pathways</li> <li>• the Community Pharmacy Forward View to be the facilitator of personalised care for people with LTCs via a Community Pharmacy Care Plan service (more intensive support provided to some patients)</li> </ul>	INFO	
<b>Treasurer’s Report</b>	CPNY account balance: £93,400 (as at end of June 17)		
	SD explained that the cash balance was healthy.	INFO	

	<b>Action</b>	A discussion was held around updating the expenses policy for Committee members to slightly alter the amount that could be spent on a hotel in and outside London (£210/£180 per night respectively). In addition to this, it was agreed that when staying over the night before an event/meeting is cheaper than paying for the peak time train fare, this would be permitted. JD to make alterations to the policy accordingly.	JD	ASAP
<b>Quality Payments Update</b>		<p>Healthy Living Pharmacy – LS reported that all six HLP training sessions had now taken place and all Champions had passed the RSPH Level 2 in Understanding Health Improvement examination except for five trainees who would resit at the Champions network evenings in September. Five of these were being arranged in the usual locations across North Yorkshire.</p> <p>Other Quality Payments training – following feedback from the recent survey, Summary Care Records training has been organised for 20<sup>th</sup> September 2017 (York), two Cancer Awareness training sessions for 5<sup>th</sup> October and 8<sup>th</sup> November 2017 (York and Scarborough) and an NMS training workshop on 18<sup>th</sup> October 2017 (Boroughbridge).</p> <p>Facebook – LS launched a private group on 4<sup>th</sup> July 2017 aimed at Champions but for any pharmacy staff member to use to encourage sharing best practice, tips on how to run health promotions etc.</p>	INFO	
	<b>Action</b>	LS asked that Committee members join the Facebook forum and encourage staff to do so. TB raised the issue of whether or not Boots employees were allowed to engage in social media in this way. TB to make enquiries accordingly.	ALL/ TB	ASAP
<b>Sub Groups</b>	<b>Service Support</b>	TB fed back to the Committee around the devolving of prescribing budgets to surgeries in VOY CCG. Pharmacies can help with not dispensing, advising on better switches etc. The ‘Walk in my Shoes’ initiative could help with engaging in this.		
	<b>Regulatory</b>	SD explained that a review of the CPNY self-assessment had been undertaken and several areas had been upgraded from good to exemplary. This was due to the fact that it was felt that CPNY had become more strategic with increased collaborative working in recent months. Significant improvement had been made with communications to contractors too.	INFO	
	<b>Contractor Support</b>	LS/SC fed back on issues raised in Pharmacy Development Plan. Discussions took place around supporting the self-care agenda and making appropriate GP referrals. In terms of maximising the effectiveness of prescribing changes – blacklisted products could possibly be incorporated into ‘Walk in my Shoes’ scheme.	INFO	
<b>Service and CCG Feedback</b>	<b>VoY CCG</b>	<p>RH explained that he had attended the Practice Pharmacists meeting on 5<sup>th</sup> July and the pharmacists had commented that they were not happy with the ‘switching’ role that they being expected to carry out – they wanted to have a patient facing role instead.</p> <p>JD mentioned that a Health Foundation meeting for a hypertension and AF bid of £500K was to take place on 26<sup>th</sup> July to consider submitting a September/October 2017 bid.</p> <p>JD also mentioned that the CCG had declined a request to pay for ‘Pharmacy First’ leaflets.</p>	INFO	
		<b>Action</b>	The next branded generic switch soon to take place with Pregablin too. Message around this to be sent out to VoY contractors.	LS
	<b>Harrogate CCG</b>	Working on repeat prescribing guidance – still awaiting a new draft policy.	INFO	
	<b>Airedale Wharfedale &amp; Craven</b>	JD reported that all of these pharmacies (with the exception of two) now come under the West Yorkshire area team. As with Harrogate CCG, this is to support delivery of GP Forward View plans locally and to help with implementation of the West Yorkshire STP.	INFO	

	<b>CCG</b>	May introduce repeat prescribing guidance.		
	<b>S&amp;R CCG</b>	LC mentioned that the CCG had issued an email acknowledging the failure of the managed repeats policy and the Young Carers' prescriptions collection pilot was underway. JD explained that the Humber Foundation Trust had partnered with CPNY to tender for the Scarborough and Ryedale Integrated Prevention Community Care and Support Service - next meeting on 16 <sup>th</sup> August to discuss how to build community pharmacy services into this bid.	INFO	
	<b>CoYC Public Health</b>	PNA questionnaire completion only 48% so far. Healthy Start Vitamins SLA to be presented to Services subgroup at the October Committee meeting. A new local flu group has been established to look at ways of increasing flu vaccinations across York and North Yorkshire – CPNY invited to participate. New deliverers of the Needle Exchange and Substance Misuse programme – Changing Lives (a new SLA being produced to reflect new provider).	INFO	
	<b>NYCC Public Health</b>	PNA questionnaire completion only at 30% so far. Sexual Health training – 46 attended. Additional Falls training to be organised. New training guide issued by NYCC and issued to contractors.	INFO	
	<b>Action</b>	A discussion took place around how low numbers are for the Falls Service and Alcohol IBA – LS to change buddy form so as to obtain feedback on these services in particular.	LS	ASAP
	<b>Action</b>	JD mentioned that Boots in Filey were currently the top performer in the Falls Service and he would ask them to do a 'best practice' story to be shared with all contractors.	JD	ASAP
<b>Flu Jab Update</b>		JD reported that 103,00 leaflets had now been printed and were being dispatched w/c 24 <sup>th</sup> July (1,000 to each pharmacy). The overall cost was £2,791.	INFO	
<b>AOB</b>	<b>Action</b>	A review of the number of Committee members would take place at the next Committee meeting in October 2017. JD to add to agenda.	JD	Oct 17
	<b>Action</b>	JD issued a reminder about returning Declaration of Interests forms.	ALL	ASAP

#### Future Meeting Dates

Time	Day	Date	Venue
12pm	Thursday	5 <sup>th</sup> October 2017	Da Vinci Suite, The Catalyst, York Science Park
12pm	Thursday	18 <sup>th</sup> January 2018	Venue - TBC
10am-4pm	Wednesday	21 <sup>st</sup> February 2018	<b>Strategy Planning Day</b> - Conference Suite, Innovation Centre, York Science Park
12pm	Thursday	15 <sup>th</sup> March 2018	Venue - TBC
12pm	Thursday	17 <sup>th</sup> May 2018	<b>AGM</b> – Venue – TBC
12pm	Thursday	19 <sup>th</sup> July 2018	Venue – TBC
12pm	Thursday	20 <sup>th</sup> September 2018	Venue – TBC
12pm	Thursday	15 <sup>th</sup> November 2018	Venue - TBC