

Action Minutes

Date of Meeting: 06/06/2019			Time: 12pm		
Location: Mercure York Fairfield Manor Hotel, Shipton Road, York			Subject: CPNY Committee Meeting		
Present: Tamzin Burn (TB), Shaun Davies (SD), Ian Dean (ID), Tracey Chambers (TC), Tom Hajdas (TH), Richard Harrison (RH), Chris Kendall (CK), Tommy Ling (TL), James Usmar (JU)			Apologies: Charles Christian (CC), Jonathan Taylor (JT), David Broome (DB)		
Other Attendees: Jack Davies (JD) – CPNY CEO, Laura Smart (LS) – CPNY EO, Jamal Hussain – Vale of York CCG					
Issue	Details			Who	When
Boehringer Ingelheim Presentation (Meeting Sponsor)	Phil McMullen from Boehringer Ingelheim explained that he was responsible for promoting the Respimat/Inhaler Technique educational programme. More details of the training offer to be sent to CPNY.			INFO	
Apologies	Jonathan Taylor, Charles Christian, David Broome			INFO	
Declarations of Interest	JD declared that he had a conflict of interest with an agenda item to decide which IT Support contractor to choose, as his son John Davies had submitted a tender.			INFO	
	Action	JD requested that all committee members submit their Annual Declaration of Interest by Friday 14 th June 2019.		ALL	14/06/19
Minutes of the Last Meeting	The minutes of the last meeting were declared as an accurate record.			INFO	
Matters Arising	JD reported as follows: <ul style="list-style-type: none">Committee meeting schedules for the remainder of 2019 and 2020 had been circulated to all members and the website updated accordingly.			INFO	
Virtual Outcomes Update	JD reported that there were currently 58 active pharmacies accessing Virtual Outcomes on a regular basis. Total courses undertaken – 398 so far.			INFO	
	Action	JD explained the annual licence now needed renewing (at a cost of £2,332). The Committee agreed to continue the commissioning of Virtual Outcomes as a useful online training platform.		JD	ASAP
Regional Rep's Report and LPC Regional Meeting	DB was not in attendance to provide a Regional Rep's report. ID reported on the regional meeting as follows: <ul style="list-style-type: none">Negotiations centred around the NHS Long Term plan. PSNC are seeking a multi-year contract deal for community pharmacyContract likely to state that community pharmacies must participate in PCNs similar to the GPs contractNegotiations expected to continue until end of July with Quality Payments likely to materialise firstBalancing payment in July should bring some cashflow relief – NIC increasing by 18p per itemHub and Spoke still on the agenda due to the system being driven by marginsLuvjit Kandula and Michael Lennox detailed their plans for supporting LPCs with PCNs, which includes the development of a support package containing an 'implementation roadmap' and 'maturity grid'.			INFO	
CEO Interviews and Appointment Ratification	(ID asked by JD to leave the meeting for a few minutes as he was a candidate). JD explained how the recruitment and interview process had been undertaken and that 13 candidates had applied for the role of CEO. Five were shortlisted for interview but only three subsequently presented for interview.			INFO	
	Action	JD informed the Committee that it had been a difficult decision but the interview panel (TC, SD, TL) were recommending that Ian Dean (ID) be appointed as the new CEO. This recommendation was ratified by the Committee. (ID returned to the meeting to be congratulated). JD to inform the other two candidates of the final decision.		JD	ASAP
	JD reported that training workshops had been organised to prepare contractors for the new 'unannounced' inspections taking place. Dates and venues planned for York, Harrogate and Scarborough.			INFO	

GPhC Inspections Training	Action	SD mentioned that Lloyds had undergone a few of these surprise visits recently and inspectors seemed to be focusing on checking the use of NHSmail and FMD. LS to raise awareness of this in the Weekly Update.	LS	ASAP
National Meeting of LPC Treasurers' Report		SD and JD reported that this meeting was about sharing good practice and discussing solutions collectively. Main points: <ul style="list-style-type: none"> PSNC recommended that LPCs undertake a 'zero' budget at least every 3 years (CPNY already does this) The levy that PSNC charge to LPCs has remained the same for the past four years but it would be increasing for 2020/21. No percentage decided as yet but expected to be between 5% and 8% (10% would mean an extra £4,100 per year for CPNY) An employment law support package for LPCs was mentioned again – the Regulation subgroup will consider this today An LPC financial dashboard is being produced by PSNC to support with decision making. 	INFO	
Treasurer's Report and Auditor's Report		The accounts were prepared by Sowerbys for the year ending 31 st March 2019. These were approved by the Committee.	INFO	
		SD reported that there had been an overall increase in income of around £40K for 2018/19 due to the increased levy and income from other sources e.g. Adcal/WIMS. The 2019/20 budget includes a wages increase to cover the new CEO role and handover period and an increased budget set for IT to cover the cost of new equipment required for the new office.	INFO	
RMOC Delegate Expenses Contribution	Action	JD asked the Committee to make a decision on whether or not to continue with this contribution (£97 in total for 2018/19). The Committee decided to not continue due to the perceived lack of benefit from the arrangement.	JD	ASAP
NMS Revenue Potential Calculator		JD presented an NMS 'revenue potential calculator' to the Committee. He asked for volunteers to test the template to check it works correctly.		
	Action	TC, TB and CK volunteered to test the calculator over the coming weeks.	TC/ TB/ CK	Ongoing
Adcal D3 Service update		JD reported: <ul style="list-style-type: none"> 10 CPs have completed the service and have received payment Service to be terminated on 18th July 2019 as PharmOutcomes' licence to extend too costly 	INFO	
Quality Payments Update		LS reported: <ul style="list-style-type: none"> No collective data published yet for the February review point The scheme paid out at £36.34 per point to those that achieved 93% of North Yorkshire contractors were confirmed as having passed the gateway No announcement yet on future QP requirements 	INFO	
WIMS Update		LS reported: <ul style="list-style-type: none"> Final push and chasing up of exchange visits still ongoing Some great feedback so far and various changes implemented where both sides (pharmacy and GP) could see the benefits to be gained e.g. better communication/formal procedures put in place for changes to medication/dosette trays/hospital discharges/repeats 	INFO	
Sub Groups	Regulatory	SD fed back that the group had reviewed the proposal for provision of Employment Law Advice by Clyde & Co (negotiated by PSNC with discount if majority of LPCs sign up).	INFO	
	Action	The group had concluded that it would be worth trialling the service for one year at a cost of £150.	JD	ASAP
	Service Support	(Jamal Hussain from Vale of York CCG joined the subgroup for this part of the meeting only). The group reviewed the proposed Opioid Flagging Service and fed back: <ul style="list-style-type: none"> It needed to be a separate service from MUR not an add-on Do initial screen and referral 	INFO	

		<ul style="list-style-type: none">Run as a clinic or on an ad-hoc basis (up to individual pharmacies)Add other things on to the service potentially?Lots of work still to be done on the SLA!		
	Contractor Support	ID fed back that the group had reviewed three quotations for IT support for the new CPNY office. JMIT selected as the preferred supplier.	INFO	
Service and CCG Feedback	VoY CCG	<ul style="list-style-type: none">Opioid Flagging service now to be a trimmer version of an MUR (£17.50 to £20)To be piloted with Priory Medical Surgery and Priory PharmacyServices Subgroup reviewed the SLA today	INFO	
	Harrogate CCG	<ul style="list-style-type: none">Hambleton Richmondshire & Whitby, Harrogate & Rural and Scarborough & Ryedale CCGs have agreed to merge with effect from 1st April 2020.	INFO	
	AW & C CCG	<ul style="list-style-type: none">Proposed merger of three Bradford District and Craven CCGs (Bradford City, Bradford Districts and Airedale, Wharfedale & Craven)If the merger is agreed, it will take effect from 1st April 2020The CCG decided not to commission the DOM MUR service as they would prefer more of a multidisciplinary approach to include pharmacy technicians, dieticians, GPs.	INFO	
	HR&W CCG	<ul style="list-style-type: none">Hambleton Richmondshire & Whitby, Harrogate & Rural and Scarborough & Ryedale CCGs have agreed to merge with effect from 1st April 2020.	INFO	
	S&R CCG	<ul style="list-style-type: none">Hambleton Richmondshire & Whitby, Harrogate & Rural and Scarborough & Ryedale CCGs have agreed to merge with effect from 1st April 2020.Simon Cox (ex CEO) has been appointed as Director of Acute CommissioningNUMSAS – they would like to see more pharmacies in Scarborough sign up	INFO	
	CoYC Public Health	<ul style="list-style-type: none">Healthy Start Vitamins Service agreed with nine pharmacies chosen to deliver (based on wards with high proportion of families claiming benefits). Fee £1.50 per dispense and £125 for attending trainingChampix Dispensing Service training had been organised for July time (attendance compulsory for pharmacies signed up). Service to commence 1st July 2019 subject to PGD sign off	INFO	
		Action	JD to confirm date of Champix training asap	JD
	NYCC Public Health	Smoke Free Service <ul style="list-style-type: none">41 pharmacies signed upNYCC team visiting pharmacies to encourage further sign ups	INFO	
Buddy Visit Feedback	Forms handed in to LS for review.		INFO	
AOB	None			

Future Meeting Dates 2019

Time	Day	Date	Venue
12pm	Thurs	5 th Sept 2019	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	21 st Nov 2019	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW