

Action Minutes

Date of Meeting: 17/11/2022			Time: 10.00am	
Location: Mercure Fairfield Manor, Shipton Road, York			Subject: CPNY Committee Meeting	
Present: Ashley Cohen (AC), Gabriel Garcia Gomez (GG), Tom Hajdas (TH), Richard Harrison (RH), Chris Kendall (CK), Michael Nicholson (MN), Sinead Pattison (SP), James Usmar (JU), David Broome (DB)			Apologies: Tracey Chambers (TC), Shaun Davies (SD), David Walker (DW)	
Other Attendees: Ian Dean (ID) – CPNY CEO, Laura Smart (LS) – CPNY EO, Caroline Robertson (CR) – CPNY Healthcare & Networking Manager, Craig Derrick – Healthwatch North Yorkshire				
Issue	Details		Who	When
Pharma Sponsor	John Butler from AstraZeneca talked about diabetes and SGLTZ inhibitors and the possibility of pharmacies being involved with some of the future projects in the pipeline.		INFO	
	Action	CR mentioned the proposed CVD pilot in Scarborough and asked whether this was something that AZ could possibly support. John agreed he was happy to follow this up and have a discussion around this.	CR	ASAP
Apologies	Tracey Chambers (TC), Shaun Davies (SD) and David Walker (DW). DB issued a reminder that under the new proposed constitution, members would need to maintain a minimum 50% attendance rate per annum.		INFO	
Declarations of Interest	DB declared that he had a conflict of interest in any discussions around TAPR as he also represented West Yorkshire and Humber LPCs, and had been on the RSG heavily involved with the new levy calculations. AC declared that he also had a conflict around TAPR due to him being the Chair of West Yorkshire LPC.		INFO	
	Action	The committee decided that when any discussions around boundaries take place, DB and AC will be asked to leave the meeting at this time.	DB/AC	
	Action	LS requested that MN complete a new Declaration of Interest form and sign the Code of Conduct (as he was absent from the previous meeting)	MN	17/11/22
Subgroups Feedback	(The committee decided to discuss the subgroup topics collectively rather than break out into groups). TAPR - Geography and Boundaries JU informed the committee that a meeting had been held with Humber LPC and there is not a desire to ‘merge’ due to the vast geography. It is agreed that this is unnecessary as the two LPCs already work closely and collaboratively and Wright had acknowledged our ‘rurality’ despite representing fewer than 200 pharmacies. The committee voted unanimously in favour of the proposal not to merge. A discussion around Craven pharmacies then took place as the North Yorkshire boundary is not co-terminous with the ICS, so there must be a discussion around this and whether or not these 12 pharmacies should sit under the West Yorkshire LPC instead in the future as they currently fall within the West Yorkshire ICS not the Humber and North Yorkshire ICS. JU explained that discussions were ongoing with the ICS and West Yorkshire LPC. There are also two pharmacies that technically fall within the South Cumbria and Lancashire ICS. If these 12 and/or 14 pharmacies move to another LPC, this has a large implication on levy income for CPNY as around 10% would be lost or required to be passed on to the remaining 90% of pharmacies. DB pointed out that the overall effect would not be quite as much as 10% as the corresponding PSNC levy would also decrease.		INFO	
	Action	AC mentioned that West Yorkshire LPC (CPWY) had voted at a meeting yesterday (16 th November 2022) to come up with a process whereby CPWY and CPNY can come to an agreement over the 12 Craven	ID	Date to be agreed

	pharmacies, and once a decision has been made, a 'contractor event' should then be held to support any changes.		
	<p>ID informed the committee that a Teams meeting was to be held between CPNY and CPWY following today's committee meeting (ID, JU, CK and DB to be in attendance).</p> <p>AC mentioned that CPWY had made a resolution to comply with the RSG as much as possible and highlighted the point that if all of the recommendations in the RSG were addressed fully, CPWY's view is that the Craven pharmacies would be a better fit with them rather than CPNY.</p>		
Action	JU proposed that following the meeting later today with CPWY, an evening Zoom meeting be convened to explain to the rest of the committee any outcomes/decisions.	ID	ASAP
Action	<p>TAPR - Constitution</p> <p>An EGM will be held in January 2023 to sign off the new constitution but only if the issue around the Craven/Lancashire pharmacies has been resolved by then as nominations for election to the committee could not be accepted from these particular pharmacies should they then subsequently move to CPWY.</p>	ID	Jan 23
	<p>CK asked if the committee size should possibly be reduced if we 'lost' the Craven pharmacies. ID responded that this was not necessary as already at a committee of 11. DB interjected that the committee did need to consider whether in future elections took place 'by place' to fill in gaps across North Yorkshire as the current members are quite heavily 'York' locality based.</p> <p><i>(JU requested that AC and DB leave the meeting for a short while to enable discussions to be continued).</i></p> <p>ID explained that ALL contractors would need to vote on whether or not to keep/lose Craven, not just the Craven pharmacies themselves. RH asked LS how much extra workload there was associated with supporting the Craven pharmacies. LS responded that there was some extra work/time involved undoubtedly as dealing with two separate NHS area teams but that she was familiar with how this all worked and it was not overly onerous most of the time.</p> <p>MN made the point that CPNY must carefully balance the needs of the Craven pharmacies against the remaining pharmacies potentially having to pay 'more' in levy fees. But ultimately, contractors had voted for the RSG recommendations, so these should be followed as closely as possible.</p> <p>ID commented that despite giving contractors two levy payment 'holidays' last year and holding the Awards Event this year, cashflow remain positive. LS agreed this was the case but reminded the committee that the built-up reserves were however steadily reducing and could not be relied upon in the long term.</p> <p>An indicative vote of whether to propose that the Craven pharmacies move to sit under CPWY or not took place by the committee (excluding AC). 5 voted for the move and 1 abstained from voting either way.</p>	INFO	
Minutes of the Last Meeting	<p><i>(AC and DB returned to the meeting)</i></p> <p>The minutes of the last meeting were declared as an accurate record.</p>	INFO	
Matters Arising	<p>ID reported as follows:</p> <ul style="list-style-type: none"> • Break Clause in office contract already 6 months • Discussion held with Changing Lives following feedback from PCN Lead, Vikki Furneaux • Attempting to organise meeting with Horizons and Public Health, but proving difficult so far • Requested some cost savings figures from Hambleton District Council re. the Sharps service but they do not have any – the main benefit they are 	INFO	

	<p>concerned with is that the service has greatly reduced sharps being 'dumped' in normal waste bins</p> <ul style="list-style-type: none"> Katy Tennyson has been issued with a standing invitation to attend committee meetings NHSE&I local team invitation issued 										
	<table border="1"> <tr> <td>Action</td><td>RH asked LS about contract owners receiving NHS area team emails. She explained that they only sent these comms to secure nhsmail shared boxes but would enquire whether possible to add owners' nhs emails as well.</td><td>LS</td><td>ASAP</td></tr> <tr> <td>Action</td><td>AC suggested that Katy Tennyson be invited to the Strategy Day in February. ID suggested that DB attend also.</td><td>ID</td><td>ASAP</td></tr> </table>	Action	RH asked LS about contract owners receiving NHS area team emails. She explained that they only sent these comms to secure nhsmail shared boxes but would enquire whether possible to add owners' nhs emails as well.	LS	ASAP	Action	AC suggested that Katy Tennyson be invited to the Strategy Day in February. ID suggested that DB attend also.	ID	ASAP		
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PSNC Regional Rep's Report	DB reported that the new Discount Deduction calculations would 'level up the playing field' for pharmacies to mean fairness however this would mean some clawback for some. RH commented that the 'branded generics' issue had still not been tackled properly and DB responded that DHSC were still immovable on this although have conceded that concession prices are 'broken'.	INFO									
PCN Leads Session	<p>Seven PCN Leads joined the meeting for this agenda item via Zoom:</p> <p>Samina Khan (Knaresborough & Rural) – reported that she had been liaising with her pharmacies and they were all very busy with flu. Some have now got the Hypertension service kit they need to get started with this. Starting to look at what will be involved with PQS.</p> <p>Neil Beecham (North Riding Community Health Network) – explained his patch was also busy with flu and delivering lots of Covid vaccinations. He had met with the surgery who were delaying starting CPCS as they had a CQC inspection pending/underway but they are hoping to begin early January. Some issues around the Hypertension service locally but working to find a way forward.</p> <p>Debbie Reynolds (Whitby Coast & Moor) – now in touch with the CD and had attended a meeting with Whitby gp practice. They will be starting Hypertension referrals by text initially. Two pharmacies delivering Hypertension. CD has said there is no appetite for CPCS. She had received an invitation to attend the PCN board meeting and all pharmacies within the PCN were welcome to attend any PCN protected learning time events.</p> <p>Katherine Dodsworth (Priory Medical) – reported that Hypertension referrals can now be made but not much happening as yet. CPCS referrals have however increased. WiCS taking up some time now too.</p> <p>Natalie Carr (Ripon & Masham) – introduced herself and informed the committee that she had not started properly in the role as yet as she had only been in post for one week.</p> <p>Penny Bates (York City Centre) – explained she had met with the CD yesterday. They had discussed flu numbers being down on previous year and Nimbus had not delivered as many as expected due to concentrating on Covid vaccinations. Some hesitancy around Hypertension referrals as many GPs had invested in BP machines during the pandemic. Receiving some CPCS – 2 or 3 per day from one surgery.</p> <p>Tamzin Burn (West Outer & NE York) – reported that she had met with some new personnel in the PCN. Pharmacies saying very busy with flu season – new patients using pharmacy and some out of area. CPCS going well now – there had been some issues but the CD had given the surgeries a 'nudge'. Started WiCS but had to keep remembering to record as consultation. PCN activity ongoing around the asthma work required in the PQS.</p> <p>CR reported that apologies had been given by Amir Hassan Iqbal and Lisa Brain.</p>	INFO									

Healthwatch	<p>Craig Derrick from Healthwatch North Yorkshire joined the meeting along with Sian Balsom from Healthwatch York.</p> <p>Craig had some questions around various topics such as larger labels on prescription medicines, where to find PILS online, Nomad access. The committee gave him detailed answers so he can include these in future newsletters.</p> <p>RH asked Sian about an article he had seen in their Healthwatch magazine around branded medicines and the perceived issue that pharmacies dispense whatever brand they decide when in fact it is the GP that chooses the brand. Sian responded that this is the type of issue they can help explain in future magazines along with putting other important messages out.</p> <p>JU thanked Craig and Sian for attending; it had been really useful and appreciated if they could attend future meetings.</p>		INFO	
	Action	CR asked if HW could put a message out around inhaler switching to make patients aware that this was happening because the GPs were changing these over not the pharmacy. AC said that a regular feature provided by the LPC would be a great idea perhaps starting with a 'patient choice' article.	CR/ID	Ongoing
PenCycle – Novo Nordisk Insulin Pen Recycling Scheme	Kate Evans attended the meeting to do a short presentation on a new insulin pen recycling scheme. She explained that Denmark had figured out a way to recycle these pens as it is a very complex process. The recycling boxes can be dropped off at pharmacies by patients and then these are collected by Alliance.		INFO	
	Action	LS to promote the service in the Weekly Update.	LS	ASAP
NHS Regional CVD Prevention Meeting	ID reported that he and CR had attended this meeting in Leeds which had covered the whole Yorkshire region. Bruce Willoughby and James Chick were present. Many GPs had not heard about the Hypertension service yet but there was an appetite for it from some. CR commented that what they would like to see ideally is a national referral scheme to make it a lot easier to manage.		INFO	
HCNM Contract	ID reiterated that CR's contract had initially been a two-year fixed term contract which expires on 30 th June 2023 but a decision is required now to give her plenty of notice on whether it will be continued etc. CPNY has checked their liability in terms of making CR a permanent employee and it makes no difference.		INFO	
	Action	The committee unanimously agreed to make CR a permanent employee of CPNY with immediate effect.	ID	ASAP
Treasurer's Report	CK reported that all expenditure budgets were on track with no overspends looking likely at present. (Bank balance as at 16 th November 2022 is £147,777).		INFO	
PSNC Vision Project	ID reported that Janet Morrison had given a very positive presentation explaining the roles of the Kings Fund and Nuffield Trust in developing the project. Various consultations would be taking place and steering groups set up etc. resulting in a final report with recommendations on how to take the sector into the future. AC and DB mentioned that they had both asked to attend some of these consultation meetings (services and funding). DB said it is a wholly independent review.		INFO	
Regulatory Easing	ID said a report on PSNC's behind the scenes work had been sent to him around regulatory easing for pharmacies but this was not finalised/agreed and for dissemination to contractors as yet but wanted to make the committee aware that this was being discussed.		INFO	
Healthcare & Networking Manager Update	CR reported that there was a proposal to take forward the CVD project in Scarborough with public health at NYCC and now possibly AstraZeneca following today's discussion with the pharma rep. A replacement has now been found for Clare Taylor (of Ripon & Masham PCN) – Natalie Carr. Penny Bates (York City Centre) has given notice to resign her position and there are still a few other vacancies.		INFO	

		CPCS support from Karen Stone and her team has now finished but she will be putting a toolkit together to help surgeries.		
PCN Leads Funding Bid		ID reported that CPNY had received funding of £25k to support PCN leads for the past year but this had now been spent (and an overspend of approx.. £2K had been necessary to honour the most recent quarter's payments to Leads). A bid has been submitted for further funding but awaiting to hear whether successful or not.	INFO	
Delivery Vehicle Parking in York		ID explained CPNY has been negotiating with York City Council: <ol style="list-style-type: none"> 1. A permit allowing parking in residential areas 2. Allowing in certain circumstances parking for up to 15 minutes on yellow lines for loading the vehicle They have agreed to issuing a special permit to go in vehicles' front windscreen and these can be issued to those that want to use these once the artwork has been approved.	INFO	
Future Meeting Dates	Action	ID explained that he wanted to change some of the 2023 meeting dates so as to ensure availability of DB to attend. It was agreed that the February strategy day would be changed to 31 st January 2023, the April meeting to 18 th April 2023 and the September meeting to 12 th September 2023.	LS	ASAP
CPCW Poster		ID mentioned the 'Pharmacy Funding in Crisis' poster which was recently included in the CEO's digest which has been displayed by pharmacies in other LPC areas to raise public awareness. There have been different opinions about whether it is beneficial to use or not.	INFO	
	Action	JU asked what feedback Cheshire & Wirral LPC had received from contractors. ID to find out.	ID	ASAP
ABPM Machines	Action	ID explained that only four pharmacies have so far taken up the offer to borrow the ABPM machines to be used in the Hypertension case-finding service. Decided not to charge as originally planned. (16 still sat unused in CPNY office). It was decided to keep the machines for now but review in January 2023.	ID	Jan 23
Walk-in Consultation Service		LS reported that the pilot service had been launched on 1 st November 2023 and so far the data looked very encouraging: <ul style="list-style-type: none"> • 24 active providers • 143 consultations • Escalations 4 x urgent GP appts/1 x A & E • Signposted 20 x non-urgent GP appts/5 x other i.e. dentist • 80% of walk-ins managed wholly by pharmacy • 5 x A & E presentations avoided • 106 GP appts saved • 24 x informal referrals from GPs 	INFO	
	Action	LS to obtain 'accepted' official figures on how much a typical A & E presentation costs the NHS so that the cost savings can be identified	LS	ASAP
AOB		None	INFO	

Future Meeting Dates 2023:

Time	Day	Date	Venue
10am	Thurs	19 th Jan 2023	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
10am	Tues	31 st Jan 2023	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW (Strategy Day)
10am	Tues	18 th Apr 2023	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
10am	Thurs	8 th Jun 2023	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
10am	Tues	12 th Sep 2023	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW (AGM)
10am	Thurs	16 th Nov 2023	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW