

## Action Minutes

<b>Date of Meeting:</b> 20/01/2022		<b>Time:</b> 12.00pm	
<b>Location:</b> Mercure Fairfield Manor Hotel, Shipton Road, York		<b>Subject:</b> CPNY Committee Meeting	
<b>Present:</b> Tracey Chambers (TC), Chris Kendall (CK), Shaun Davies (SD), Gabriel Garcia Gomez (GG), Richard Harrison (RH), Tom Hajdas (TH), Michael Nicholson (MN), James Usmar (JU), David Walker (DW)		<b>Apologies:</b> Ashley Cohen (AC), Gabriel Garcia Gomez (GG), Sinead Pattison (SP), David Broome (DB)	
<b>Other Attendees:</b> Ian Dean (ID) – CPNY CEO, Laura Smart (LS) – CPNY EO, Caroline Robertson (CR) – CPNY Healthcare & Networking Manager			
Issue	Details	Who	When
<b>Pharma Sponsor</b>	Jackie Tindall from Gideon Richter gave a short presentation to the committee on Benilexa, Lenzetto and Vagirux.	INFO	
<b>Apologies</b>	Ashley Cohen, Gabriel Garcia Gomez, Sinead Pattison, David Broome	INFO	
<b>Declarations of Interest</b>	None.	INFO	
<b>Minutes of the Last Meeting</b>	The minutes of the last meeting were declared as an accurate record.	INFO	
<b>Matters Arising</b>	ID reported as follows: <ul style="list-style-type: none"><li>CPCS training undertaken via Protected Learning Time for GPs</li><li>Contractors reminded to respond to OPD consultation</li><li>CPCS data regularly reported now in Weekly Digest</li><li>Meeting dates sent out via Weekly Digest</li></ul>	INFO	
<b>PCN Leads Session</b>	<p>Eight PCN Leads joined the meeting for this agenda item via Zoom:</p> <p>Samina Khan (Knaresborough &amp; Rural) reported that she had held a meeting with her CD around CPCS and still more work to be done. They had discussed a flu plan for next year also.</p> <p>James Usmar (Richmondshire) reported that he completed the flu plan for PQS but would be a good idea to do this earlier in April this year.</p> <p>Penny Bates (York City Centre) has a meeting arranged with her CD next week. She also plans to visit each of her pharmacies and Unity Health to see how improvements can be made to CPCS referrals.</p> <p>Andrew Squire (Scarborough Core) reported that CPCS referrals were now up and running and a rollout of eRD was currently being discussed. There is ‘patchy’ engagement with the new Hypertension service from pharmacies.</p> <p>Warren Cunningham (Hambleton South) – his CD had contacted him last week and they had discussed CPCS referrals. CD to speak to all surgeries. Pharmacies all progressing well with PQS.</p> <p>Tamzin Burn (West, Outer &amp; North East York) reported that there had been a significant increase in the number of CPCS referrals recently. She was chasing a new year update from her pharmacies and re-engaging with the CD.</p> <p>Amir Hassan Iqbal (Selby Town) – had relayed information to his pharmacies about the flu elements of PQS. Only one surgery so far referring via CPCS.</p> <p>Gbadebo Olaniyan (North Riding Community Health Network) reported that his CD had not been engaging but had recently responded to efforts. As a result he is now in contact with the PCN pharmacist and the PCN Operational Manager is keen to</p>	INFO	

	start CPCS referrals. Training will take place in February via Karen Stone. Regular contact is taking place with pharmacies via Gaggles and MS Teams meetings.			
	Note: Vikki Furneaux (York Medical Group) did attempt to join the meeting but due to IT failure was unable to take part.			
PSNC Regional Rep's Report	Action	DB absent but had asked ID to ensure we promote the RSG contractor events.	LS	ASAP
	Action	ID suggested DB be invited to the Environmental Scanning section of the Strategy Day being held in February via Zoom; the committee agreed.	ID	ASAP
Review Steering Group	ID mentioned concerns that it was looking like there would be a delay on the planned March vote as the RSG were behind on the timeline issued and the launch date of the voting 'prospectus' was yet to be decided.		INFO	
Workforce Survey Results	ID informed the Committee that the results of the survey had been issued in the Weekly Digest. There were some pretty stark findings which did not come as a surprise concerning the pressures being felt by pharmacies in terms of staffing, increased workloads and mental health and wellbeing concerns.		INFO	
	Action	ID to send RH the Workforce Survey slides	ID	ASAP
Covid-19 Vaccinations	ID presented some statistics on how many booster doses had been administered so far in the region. RH commented that it was quieting down now in terms of demand.		INFO	
Flu Vaccinations	ID reported: <ul style="list-style-type: none"> <li>Nationally over 3 million flu vaccines delivered by CP</li> <li>Many CPs reporting large uptake</li> <li>Likely NY CPs will achieve over 70K this season</li> </ul>		INFO	
CPCS and GP Referrals	Referrals continuing to increase steadily across most areas. Interest since Winter Access Fund announced led to large increase in interest amongst GPs. CR and ID having a number of meetings with interested PCNs and learnings from practices starting to be shared.  Karen Stone (funded by NHSE&I) continues supporting GP practices with two new recruits: Charlotte Watson and Grace Bollington. Charlotte is a community pharmacist and Grace is a practice pharmacist. This supports equates to four full days per week available.		INFO	
DMS Data	<ul style="list-style-type: none"> <li>Harrogate District Hospital – total referrals since 'go live' in February 2020 - 946</li> <li>York District Hospital (including Scarborough Hospital) – total referrals since the 'relaunch' in December 2019 – 2,592</li> <li>Estimated savings for the local health economy to date equal around £3.2 million from prevented re-admissions to hospital.</li> </ul>		INFO	
Treasurer's Report	CK reported that the bank balance continued to remain very healthy (£215,995 as at 17 <sup>th</sup> January 2022). £51K of this is income received in advance for the Vitamin D service and an additional £25K for PCN Lead support. So far, less than half of the expenditure budget for the year has been spent.		INFO	
	Action	A levy payment holiday was proposed for contractors in March and all in agreement.	ID	ASAP
	Action	A discussion was held around the point that locums were becoming increasingly expensive and the day rate of £250 paid to Committee Members for attendance at meetings was not always covered in full. It was therefore proposed that this rate be temporarily increased to £350 per day or £35 per hour (to be reviewed at the end of Summer 2022). These same rates to also apply to PCN Lead work undertaken.	ID	ASAP

<b>PCN Engagement</b>	<p>CR reported:</p> <ul style="list-style-type: none"> <li>• More commitment from Leads now the extra funding had been introduced although still difficult for some to be released from their day job</li> <li>• 3 vacancies for PCN Leads and struggling to find others interested in taking up the role</li> <li>• At the recent training day, 8 out of 17 Leads attended so not the best turnout but great feedback received from those who did manage to take part</li> <li>• Lynette of Captivating Training Solutions will run an abbreviated online Zoom session for those who could not attend the face-to-face training event (and CPNY bought in some additional online training for all)</li> <li>• A Whatsapp group has been set up for all Leads so that they can easily communicate with one another</li> <li>• Baseline surveys issued to see how Leads perceive the support they are now receiving</li> </ul>		INFO	
<b>PCN Leads Funding Bid</b>	<p>ID reported that a bid for additional funding for PCN Lead support had been approved by NHSE&amp;I in the sum of £50K (£25K for CPNY and £25K for Humber LPC). The proposal is to pay £1,200 to each contractor where the PCN Lead is based to help release more time to be spent on PCN activities. This is to cover an initial six month period but it is hoped more funding will be forthcoming to continue this financial support. Criteria to meet has been set by CPNY for Leads to meet in order to claim their share of the funding on a quarterly basis.</p>		INFO	
<b>PQS 2021/22</b>	<p>ID reported that the PQS claim period will open soon in February. Most contractors have now met the NMS gateway but not all.</p>		INFO	
<b>ICS Formation</b>	<p>ID explained that the new ICS (Integrated Care System) was being set up and so far two places were forming which run in line with CPNY – North Yorkshire and York, and Humber.</p>		INFO	
<b>Sub Groups</b>	Regulatory	<p>This group looked at reviewing the Self-Assessment. CK reported that there were no potential concerns but the following three categories should be changed accordingly:</p> <ul style="list-style-type: none"> <li>• Declarations of interest – move down</li> <li>• Finances – move up</li> <li>• ICS – move up</li> </ul>	INFO	
	Contractor Support	<p>This group continued a discussion around holding an 'Awards' event for contractors. SD fed back that an event could be held possibly at York Racecourse, free to attend by contractors, limited to a number of around 300, gain sponsorship for awards/wine from pharma rep companies. CPNY budget to be £20K plus any pharma rep income achieved.</p>	INFO	
<b>Pharmacy Wellbeing Service</b>	<p>LS reported on the service so far:</p> <ul style="list-style-type: none"> <li>• To date, 20 self-referrals into the service (16 mental health, 4 weight management)</li> <li>• Plus 3 returners to the service for additional coaching</li> <li>• 69 attendees to online webinars (upcoming nutrition matters, bereavement support)</li> <li>• NEW Boditrax service for individuals/pharmacy teams</li> </ul>		INFO	
	Action	<p>LS also mentioned that Mental Health First Aid training was being offered by Captivating Training Solutions at a really good price of £100 per person. She requested that the Committee consider funding this for anyone who would like to undergo the training. It was agreed that CPNY would fund up to one person per pharmacy. LS to promote training sessions to pharmacies.</p>	LS	ASAP
<b>Future Meeting Dates</b>	Action	<p>A discussion was held around where to hold future meetings after March. Decided to continue at the Mercure Hotel except the AGM to be held at York Sports Club; LS to book dates required.</p>	LS	ASAP

### Future Meeting Dates 2022:

Time	Day	Date	Venue
10am	Thurs	3 <sup>rd</sup> Feb 2022	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW – <b>Strategy Day</b>
12pm	Thurs	24 <sup>th</sup> Mar 2022	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
2pm	Thurs	9 <sup>th</sup> Jun 2022	York Sports Club, Shipton Road, York – <b>AGM (7pm)</b>
12pm	Thurs	15 <sup>th</sup> Sep 2022	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	17 <sup>th</sup> Nov 2022	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW