

Action Minutes

Date of Meeting: 16/01/2024		Time: 10.00am	
Location: Mercure Fairfield Manor, Shipton Road, York		Subject: CPNY Committee Meeting	
Present: Tracey Chambers (TC), Ashley Cohen (AC), Shaun Davies (SD), Richard Harrison (RH), Chris Kendall (CK), Sinead Pattison (SP), Stephen Shew (SS), James Usmar (JU), David Broome (DB)		Apologies: Matthew Watters (MW), Katy Tennyson (KT)	
Other Attendees: Ian Dean (ID) – CPNY CEO, Laura Smart (LS) – CPNY EO, Caroline Robertson (CR) – CPNY Healthcare & Networking Manager			
Issue	Details	Who	When
Subgroups Feedback	The committee looked at the subgroup topics as one group. JU explained that the subgroup headings had now been changed slightly to the following: Finance & Governance, Service Development and Engagement & Comms.	INFO	
	The committee watched the ITV Tonight programme ‘Pharmacies: the new NHS frontline?’ which starred Vikki Furneaux from Monkbar Pharmacy in York. JU asked if there had been any responses from patients about the programme but none had been received so far.		
	The committee discussed pharmacies’ general readiness for Pharmacy First and the main concerns were around confidence levels, general change and timings pressure.		
Action	The committee considered the new governance/code of conduct templates supplied by CPE and decided to look at these in more detail at the Strategy Day in February and decide whether or not to adopt the policies at this time.	All	8 th Feb 24
Action	JU mentioned that there were some PGDs that required re-signing for some North Yorkshire Council services. ID stated that members of the public health team had been invited to attend the April meeting so that the continuation of services/potential uplifts in fees could be discussed.	ID	April 24
Pharma Rep Sponsor	Karyn Harper and Rosamund Baker from Pfizer presented on the topic of migraine treatment Vydua.	INFO	
Apologies	Apologies received from Matthew Watters (MW) and Katy Tennyson (KT). David Walker (DW) had resigned.	INFO	
Declarations of Interest	None. JU mentioned that he needed to update his declaration. LS to send him a new form to complete.	LS/JU	ASAP
Minutes of the Last Meeting	The minutes of the last meeting were declared as an accurate record.	INFO	ASAP
Matters Arising	ID reported: <ul style="list-style-type: none"> • Nigel Wells not available for the two contractor events this week • CPE MP briefing sent to KT • Healthwatch still need to update hours on pharmacy report • Letters to PCN CDs being drafted • Reminders placed in Weekly Update 	INFO	
Expenses	All up to date with expenses claims.	INFO	
PSNC Regional Reps’s Report	DB reported: <ul style="list-style-type: none"> • There has been a reduction in Category M prices as the allocated £800m spent. This figure is not enough for future negotiations. • The Year 6 negotiations have not started yet • CPE pushing for easements still to ease some of the administrative burden for pharmacies 	INFO	
	8 PCN Leads joined the meeting for this agenda item via Zoom (apologies received from Lisa Brain and Neil Beecham).		

PCN Leads Session	<p>Tamzin Burn (West Outer and North East York) – attended meeting today with PCN Committee and there was lots of enthusiasm around Pharmacy First and HTCF/PCS.</p> <p>Christian Roberts-Walters (York City Centre) – meeting arranged with the Jorvik practice and PCN pharmacist.</p> <p>Jo Henry (Hambleton North) – spoken to both surgeries who are apprehensive about Pharmacy First currently. Held a meeting with Stacey Stanton at the ICB re. CPCS; both surgeries attended but no pharmacies (all invited). Follow up meeting to be held shortly.</p> <p>Warren Cunningham (Hambleton South) – spoken to all surgeries and liaised with the PCN pharmacists. Keeping close links with them and they are excited about Pharmacy First and the different pathways.</p> <p>Liz Doran (York East) – having a meeting shortly with Claire ?? and the PCN pharmacists so will provide all the information around Pharmacy First.</p> <p>Debbie Reynolds (Whitby Coast & Moor) – met with the PCN pharmacist who was very keen to text patients to promote PCS. Keen on Pharmacy First so the receptionist at Whitby practice is going to be briefed on it all. Hosting a Hypertension event day in the next month or so.</p> <p>Kar Lynn (Richmondshire) – has a meeting booked in with the Practice Manager at Colburn & Catterick on 19th January to go through the Pharmacy First pathways. GPs had expressed concern around the potential inconsistency of the service if locums were working at pharmacies.</p> <p>Vikki Furneaux (York Medical Group) – emailed the PCN about Pharmacy First and PCS and waiting to hear back. Pharmacies very quiet and two nearby are closing shortly so concern amongst pharmacies with extra workload in February/March.</p>		INFO	
Treasurer's Report	<p>CK reported that the budget so far was looking healthy and pretty stable with no concerns. All monies in the bank belong to CPNY (no deferred income being held currently).</p> <p>(Bank balance as at 15th January 2024 is £95,003).</p>		INFO	
	Action	DB reminded the committee that the potential closure costs of CPNY should be worked out to ensure that the reserves being held on the balance sheet were sufficient.	ID/CK	ASAP
Committee Composition	<p>JU explained that due to the independent pharmacy chain, Pharmacy+Health, now making up 10% of CPNY's contractors, they were entitled to a place on the committee as deemed to be a 'regional multiple'. As SD works for Pharmacy+Health, he could now represent them as a regional multiple contractor rather than his current independent representation. The committee voted in favour of this approach.</p>		INFO	
	Action	The above decision meant that the committee now has a vacancy for an independent contractor. LS to invite EOIs from independent contractors in time for the Strategy Day in February.	LS	8 th Feb 24
Healthcare & Networking Manager Update	<p>CR reported that there had been no change in the PCN Lead makeup; no-one had stepped down but equally no vacancies had been filled. No face-to-face or one-to-one meetings were no longer being held as funding exhausted but good two-way communications ongoing nevertheless.</p> <p>Dr Kimberling supporting our Pharmacy First contractor events was borne out of an excellent PCN Lead relationship.</p> <p>Attending CPCS steering group and will be representing CPNY at the IP Pathfinder steering group too.</p>		INFO	

Pharmacy First Update	ID reported that: <ul style="list-style-type: none"> • 67 delegates were booked on the York event so far • 32 delegates for the Scarborough event • The decision on the proposed start date of 31st January 2024 going ahead will be made over the next couple of weeks (IT issues require resolving) 	INFO	
Walk-in Consultation Service	£40k allocated by the ICB out of Winter Access Monies available to reinstate WiCS from end of January to run until the end of March. 83 (67%) contractors signed up so far but expect more to do so (ICB expectation is at least 75%). All funds and contractor payments being handled by the ICB this time.	INFO	
AOB	No other business.	INFO	

Future Meeting Dates 2024:

Time	Day	Date	Venue
10am	Thurs	8 th Feb 2024	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW (Strategy Day)
10am	Thurs	11 th April 2024	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
10am	Tues	25 th Jun 2024	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
10am	Tues	10 th Sep 2024	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW (AGM)
10am	Thurs	14 th Nov 2024	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW