

Action Minutes (Open Session)

Date of Meeting: 03/07/2025			Time: 1.15pm	
Location: Mercure Fairfield Manor, Shipton Road, York			Subject: CPNY Committee Meeting	
Present: Ashley Cohen (AC), Shaun Davies (SD), Sophie Embling (SE), James Fallon (JF), Rui Guo (RG), Chris Kendall (CK), Sinead Pattison (SP), Matthew Watters (MW), David Broome (DB)			Apologies: Tracey Chambers (TC), Richard Harrison (RH)	
Other Attendees: Ian Dean (ID) – CPNY CEO, Laura Smart (LS) – CPNY EO, Caroline Robertson (CR) – CPNY Healthcare & Networking Manager, Katy Tennyson (KT) – HNY ICB, Daniel Atkinson (DA) – NYC Public Health, Phil Truby (PT) – CYC Public Health, Holly Joyce (HJ) - Healthwatch North Yorkshire				
Issue	Details		Who	When
Pharma Rep Sponsor	Suzanne Henwood from Chiesi presented on the use of Trimbrow in asthma and COPD control.		INFO	
Apologies	Tracey Chambers (TC) and Richard Harrison (RH). Stephen Shew (SS) had tendered his resignation prior to the meeting. ID informed the committee that James Usmar at Well had been recruited to fill the current CCA vacancy.		INFO	
Declarations of Interest	AC wished for it to be noted that he was Chair of CPWY and a member of the NPA board.		INFO	
Minutes of the Last Meeting	The minutes of the last meeting were declared as an accurate record with the exception that Matthew Watters (MW) had been omitted in error from being present on the open minutes (corrected).		INFO	
Matters Arising	None		INFO	
Expenses	Action	RH to submit outstanding April expenses.	RH	ASAP
NYC/CYC Smoking Cessation	Dan Atkinson (DA) and Phil Truby (PT) joined the meeting to update on the draft SLA for supply of Varenicline and Cytisinicline via PGD. The committee were happy with the proposed fees of £18 for the initial 12-minute consultation supply and £7 for subsequent supplies.		INFO	
	Action	However, they were not in agreement with medicines supplied being reimbursed at Drug Tariff price and asked for drugs to be reimbursed at cost. DA and PT agreed to this. CPNY to reword accordingly. Need to consider a set-up/training fee also and add this.	ID	ASAP
	Action	DB mentioned that the VAT status may change on PGDs after two years; CPNY to add this caveat to the SLA.	ID	ASAP
Regional Rep's Report/New Contract Update	DB reported: <ul style="list-style-type: none">The Drug Tariff had come down in July to account for too much margin in the systemThe Pharmacy Contraception Service specification has now been updated in draft to include EHCThe Pharmacy First clinical pathways and PGDs have been reissued in draft in readiness for changes in the Autumn; these changes should make it easier for patients to pass the gateway points		INFO	
PNA Consultation	ID explained that both draft PNAs had now been posted on the councils' websites for comments during a 60-day consultation. No gaps had been identified but comments from the committee to feed back were as follows:		INFO	
	Action	No gaps had been identified but comments from the committee to feed back were as follows: <ul style="list-style-type: none">- Take out 'free deliveries' wording p92 York/p46 NY- Take out reference to 'picking up prescriptions from GPs'– KT suggested adding reference to the fact that prescribing pharmacies are on the horizon	ID	ASAP

		- AC suggested adding in reference to the state of funding and political environment currently (mentioning deliveries are not funded by the NHS etc.)		
Visually Impaired Patients' Guidance	ID explained that discussions had taken place with Yorkshire Coast Sight Support as the Scarborough area has a higher than average number of visually impaired people and sometimes they experienced difficulties with their medications. CR commented that the onus is on the patient to let the pharmacist know they may need some adjustments making but to make this process easier, CPNY has devised a letter of introduction that the organisation can give to its members so they can give this to the pharmacist to help initiate a discussion.		INFO	
Costing Enhanced Services	A discussion took place with KT around the work done so far by CPNY and KT's team on the Palliative Care Service. It had previously been agreed that the hourly cost of a pharmacist (or other staff member's time) is not simply employment costs but includes other running costs. AC thanked KT and her team for engaging in the process.		INFO	
	Action	CPNY to work out how many minutes per month for each task, carried out by whom to calculate the overall cost of delivering the Palliative Care Service.	ID	ASAP
Forum of LPC Chairs	SD reported that he and AC attended the event at the Houses of Parliament. There were 40 Chairs present and they discussed what typically happened at LPC committee meetings. It was apparent that there is a huge variation in structures etc. Overall, SD felt that CPNY's governance was good and the team fit for purpose. AC commented that one of the themes that stood out to him was that the committee must work in unity with no tension between different types of contractor.		INFO	
CPCF Training Needs	LS reported that there had been 22 respondents to the training needs survey. Overall, confidence seemed reasonably high around most services as 91% responded that they were 'very familiar' or 'somewhat familiar' with the new contract. Confidence high with Pharmacy First although more training in Acute Otitis Media requested. 77% 'very confident' with HTCF but 10% 'not very confident'. 18% 'not very confident' at Pharmacy Contraception Service, however 95% said they felt confident at the introduction of EHC. Confidence good with PQS and changes to NMS overall. 37% do not fully understand the bundling arrangements.		INFO	
	Action	DB commented he would be happy to host an event on the changes to the PF Clinical Pathways, EHC and bundling. It was decided to do this at the AGM on 11 th September if possible. LS to check hotel availability for the evening.	LS	ASAP
Strategic Plan and Workplan Update	<p>LS commented that one update to the Workplan recently was that CR had worked with the ICB to send details of Pharmacy First to all schools ahead of the school summer holidays. Information was included in all school newsletters and CPNY awaits hearing feedback from this campaign.</p> <p>ID mentioned that CYC had reported being 5 weeks' behind on their sharps collections so he had set up a meeting to discuss how community pharmacy could potentially help with this.</p>		INFO	
Healthcare & Networking Manager Update	<p>CR provided an update on general issues and the PCN engagement leads (PELs):</p> <ul style="list-style-type: none"> • Shared positive feedback from practices with ICB and CPE; ICB to include in PC bulletins • Shared CPE resources for pharmacies to identify walk-in PF with all pharmacies across Y&NY • OOH GP Nimbuscare went live with PF referrals from 7/7 • SystemOne integrated PF referral – Front street pilot • Feedback from pharmacies is that IT is still cumbersome for PF. Fed back to CPE. Response was that individual pharmacies need to raise this with their providers. • Further training delivered to practice teams (2 x York), one of which will pilot the SystemOne integrated referral solution • Shared training resources with all practices in Y&NY 		INFO	

		<ul style="list-style-type: none"> Spa and Strayside now referring via email rather than just signposting; using e-consult total triage Linking in with some PCNs around neighbourhood working and outreach work 		
PCN Engagement Leads	Action	ID explained that the ICB were happy to increase the PEL pay rates but that there is no more funding available. CPNY office to decide upon reasonable increases.	ID/CR	ASAP
Future Meeting Dates	Action	Due to a CCA event on 27 th November, it was proposed that the November meeting be changed to 4 th December if possible.	LS	ASAP
AOB		<p>KT provided an update mentioning that it was the one year anniversary of IP Pathfinder, the CMSS was to be decommissioned and the two local campaigns for pharmacies to engage with would be Know your Numbers and Too Much Blue.</p> <p>HJ mentioned that Healthwatch as an organisation was under threat and may be closing down.</p>	INFO	

Future Meeting Dates 2025:

Time	Day	Date	Venue
12noon	Thurs	11 th Sep 2025	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW (AGM)
10am	Thurs	4 th Dec 2025	Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW