

Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 OTS
Date:	Wednesday 15th January 2025

1.1 Present

Abbas Bashir	CCA	AB	
Chris Bland	AIM/IPA	CB	Apologies
Treasurer – David Broome	Independent	DB	
Chair – Ashley Cohen	Independent	AC	
Mohammed Ikhlaiq	Independent	MI	
Zak Laher	CCA	ZL	
James Madan	Independent	JM	
Fahad Rehman	Independent	FR	
Vice Chair – Adeel Sarwar	Independent	ASa	
Sangeeta Singh	CCA	SSi	
Amanda Smith	Independent	ASm	
Vacancy	AIM/IPA		

1.2 Apologies

2.1 In Attendance

Nicola Goodberry Kenneally	Chief Executive Officer	NGK
Kathryn Kelly	Head of Operations and Support	KK

2.2 Guests & Observers

Martha Cocks (Observer)	Trainee Pharmacist	MC
Stuart Morrison	Healthwatch Leeds	SM
Dawn Ginns	Primary Care Commissioning	DG
Helen Higgins (Virtual)	HoMM Leeds	HH
Julian Ellis (Sponsor)	Gedeon Richter	JE
Cathy O'Neill (Sponsor)	Nestle Health Science UK	CO

3.0	WELCOME TO THE MEETING <ul style="list-style-type: none"> Martha Cocks, trainee pharmacist working with ASa, was welcomed to the meeting. Member apologies were noted. Apologies were also received from Elizabeth Nkhoma who had been due to attend the meeting as an observer. AC requested that members remain mindful of the CPWY Rules of Engagement. 	
4.0	COMMITTEE GOVERNANCE <ul style="list-style-type: none"> Members were asked to note the contents of the LPC Code of Conduct. AC reminded members that CPWY works in the best interests of all contractors and asked that all members are prepared for, and engaged, during meetings. Members were reminded to advise KK of any changes to their declarations of interests. Members were asked to note the Competition Law Compliance Guidelines. Attendance list from previous meetings was shared with members for information. 	
5.0	NGK thanked members for their support and collaborative working with her on several pieces of work over the last couple of months.	
6.0	MINUTES OF THE LAST MEETING <p>The minutes of the meeting on 13th November 2024 were proposed as a true record of the meeting by ASa and seconded by ASm. These were signed by AC.</p>	

7.0	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	
7.1	NMS Uptake Work has been done by the team to review the percentages against prescription volume of NMS undertaken. Emails have been sent to pharmacies who are lower than the average to highlight to them the potential loss of income.	
7.2	All matters arising have been completed or are agenda items.	
8.0	CPE UPDATE – David Broome Following requests at the last CPWY meeting, members from Y&H LPCs met virtually with Janet Morrison and James Wood from CPE to get an update on the progress towards starting negotiations, to air their concerns regarding the delays and to offer support if needed. The latest CPE update of LPCs was shared with members. The update included a summary of the November CPE committee meeting, the current position with the funding negotiations, highlighting the urgent need to recommence negotiations and details of other work being done in addition to the negotiations. Members discussed at length their concerns at the delays with the negotiations and the financial pressures pharmacy is under. Thanks, and good luck were expressed to DB for when the negotiations start. AC hoped for positivity and security from the negotiations.	
9.0	CPWY TEAM AND CEO UPDATES Team update reports were shared with members for information and for members to ask questions or seek clarifications. Pharmacy First Members discussed issues being experienced with Pharmacy First around low referrals with many practices signposting, and the difficulties they are experiencing in meeting targets. NGK updated members on three reports being planned to help support by feeding back data to PCN Pharmacy Leads, community pharmacies, GPs, Place Leads and PCN Clinical Leads. Pharmacy Contraception Service NGK advised that numbers of pharmacies registered for the service and provisions are increasing. Two events, in collaboration with CPPE are planned in for the 9 th and 11 th February 2025. Members were asked to highlight these events to locums. Hypertension Work is being done on a document highlighting best practice when taking blood pressure readings in conjunction with Leeds LMC. Work will be done to roll this out with other willing LMCs.	
10.0	HEALTHWATCH – Stuart Morrison SM presented the Repeat Prescriptions Report to members. Members took time to explain why some of the concerns raised in the report occur and noted that eRD was not explored in the report which could alleviate some of the issues being experienced.	
11.0	CONTRACT APPLICATIONS AND AMENDMENTS UPDATE This was shared with members for information.	
12.0	TREASURER'S UPDATE – David Broome The operations and services finance updates were shared with members for information. Thanks were expressed to KK & LT for the work done on the accounts.	

	The 2025-26 budget will be prepared for consideration by members at the March committee meeting.	
13.0	CCA REPORTING QUESTIONS These have been completed by the CCA members. Action: AB will submit the CCA report.	AB
14.0	PRESENTATION FROM SPONSOR This meeting was part sponsored by Gedeon Richter and was attended by Julian Ellis who presented to members and took questions.	
15.0	PRESENTATION FROM SPONSOR This meeting was part sponsored by Nestle Health Science UK and was attended by Cathy O'Neill who presented to members and took questions.	
16.0	ICB HOMMS UPDATE – Helen Higgins – Leeds <ul style="list-style-type: none"> Waste Scheme – HH noted the delays with the ICB contracting team finalising the contracts for the Waste Scheme which means the start date for Bradford is still to be confirmed. HH advised that, subject to finance, Leeds plans to start the scheme in Q1 2025 with patient facing comms being in the pipeline. Members expressed their frustrations that this scheme has been in planning since 2023/24 and that at least 12 months of potential savings have been lost. QIPP – HH advised that the overall ICB financial position is extremely challenging and that medicines are always a target for additional savings. QIPP plans are being pulled together across West Yorkshire which will then be finalised at each Place. Input from CPWY will be valued. Members reiterated that the commencement of the Waste Scheme would bring considerable savings for the ICB. Shared care continues to cause issues with work ongoing to try to standardise this going forward. Significant work is ongoing where new medicines do not have appropriate pathways and with services such as sleep pathways, ADHD treatments and GLP-1s and weight management services. 	
17.0	ICB PRIMARY CARE UPDATE – Dawn Ginns <ul style="list-style-type: none"> CPAF – 97% of contractors completed the short screening questionnaire in July 2024. 16 pharmacies failed to complete by the required date and were served breach notices. These 16 pharmacies went on to complete the full CPAF questionnaire in October 2024. 59 pharmacies in total were selected to complete the full questionnaire. 23 contractors have been selected for visits between February and May 2025. Quality Process – 20 breach notices have been issues for quality/contracting issues. One contractor has been moved to enhanced monitoring in relation to Pharmacy First activity. Bank Holidays – data from the Christmas and New Year bank holiday openings was shared with members. General feedback was that bank holiday cover was well utilised, YAS/NHS111 confirmed there were no issues and general gratitude from patients was noted. Post Event Messages – Following a patient safety notification email in September 2024 seeking support from contractors to clear a backlog of blood pressure post event messages, there has been a further build up. AC advised that he had been contacted by Marie Wharton from the ICB pharmacy team for feedback and support with their next communication regarding this. It was noted that this is generally caused when GPs fail to provide the correct email address for these messages and that this should be addressed with the relevant GPs. 	
18.0	CLOSED ITEM – MID YEAR LEVY REVIEW A matter relating to levy was discussed by the full committee.	
19.0	ANY OTHER BUSINESS <ul style="list-style-type: none"> ASm advised that representatives of Pharmacist Support wish to attend the next committee meeting to talk about future work. Action: ASm to forward details to KK who will take this forward.	KK

	<p><i>Post Meeting Note:</i> <i>Anne Cawdron and Bob Dunkley have been allocation a session at the March meeting.</i></p> <ul style="list-style-type: none"> SSi advised that this will be her last meeting as she is leaving Well. Members thanked her for the work she has done whilst being a member of CPWY. 	
20.0	<p>DETAILS OF NEXT MEETINGS</p> <p>Meetings will be held at the Village Hotel, Leeds South and will commence at 9.30am prompt on the following dates:</p> <ul style="list-style-type: none"> Wednesday 19th March 2025 Wednesday 21st May 2025 Wednesday 16th July 2025 Wednesday 17th September 2025 Wednesday 19th November 2025 Wednesday 21st January 2026 Wednesday 25th March 2026 	
21.0	<p>CLOSED SESSION</p> <p>This session of the meeting was held with the Finance and Performance Subcommittee.</p> <p>Matters discussed:</p> <ul style="list-style-type: none"> Minutes of the last meeting. Market entry applications Risk Register 	