

## Community Pharmacy South Yorkshire Committee

Agenda for Tuesday 16<sup>th</sup> January 2024

Time: 9am – 5pm

@ Mercure Sheffield Parkway, Catcliffe, Sheffield, S60 5BD

	Item	Attachment	Lead	Time
	<p><b>Attending:</b></p> <ul style="list-style-type: none"> <li>▪ Claire Thomas, Community Pharmacy Clinical Lead, SY ICB</li> <li>▪ Victoria Lindon, Deputy Head of Primary Care South Yorkshire Primary Care Team</li> </ul> <p><b>Apologies for absence:</b></p> <ul style="list-style-type: none"> <li>▪ David Broome, CPE Regional Representative for Yorks &amp; Humber</li> </ul>		CB	9am
	<p><b>Objectives for committee members</b></p> <p><b>Discuss and make decisions on</b></p> <ul style="list-style-type: none"> <li>▪ MDS</li> <li>▪ Workforce Strategy response</li> <li>▪ Palliative Care Service</li> </ul>		LR	
1	<p><b>GOVERNANCE</b></p> <p>1.1 Acceptance of the minutes from 14<sup>th</sup> November 2023</p> <p>1.2 Outstanding Actions from meeting on 14<sup>th</sup> November 2023 (not on the agenda)</p> <ul style="list-style-type: none"> <li>▪ ??</li> </ul> <p>1.3 Governance documents for CPSY</p> <ul style="list-style-type: none"> <li>▪ Member and staff declarations of interest</li> <li>▪ Expense policy</li> </ul> <p>1.4 Governance Lead report (ST)</p> <p>1.5 CPE Governance Review update and next steps for LPCs (focus session in March 2024)</p>	<p>Attachment 1A</p> <p>Attachment 1B, 1C and 1D</p> <p>Attachment 1E</p>	<p>CB</p> <p>CB</p> <p>VR</p>	<p>9.05am</p>

	<p>1.6 AIMp survey and statement about proportionality and P2U on CPE committee</p> <p>1.7 <b>Declarations of Interest for any item on the agenda</b>  <i>If any member has any personal or pecuniary interest whatsoever in any matter, they should declare it or not actively contribute to the discussion unless asked by the rest of the committee to provide factual information to aid their understanding. In either case they should not vote on the item</i></p>	<b>Attachment 1F</b>	<b>PM</b>	
	<b>Agenda items</b>			
2	<p><b>NHS Contract Matters</b></p> <p>2.1 New contracts – Routine Nothing received</p> <p>2.2 New contracts- accepted</p> <p>2.2.1 Application for distance selling pharmacy  By: Health Acre Ltd  At: Office 37B Balby Court Business Campus, Doncaster, DN4 8DE  <b>Closing date: 21<sup>st</sup> January 2024</b></p> <p>All other contract notifications are on separate paper</p> <ul style="list-style-type: none"> <li>▪ <a href="#">Market entry process proposal</a></li> </ul>	<p><b>Attachment 2.2.1</b></p> <p><b>Attachment 2A</b></p> <p><b>Attachment 2B</b></p>	VR	9.35am
3	<p><b>Community Pharmacy England updates</b></p> <ul style="list-style-type: none"> <li>▪ PSNC events <ul style="list-style-type: none"> <li>▪ ??</li> </ul> </li> <li>▪ PSNC newsletters received (link to CPE website) - <a href="#">Newsletter archive - Community Pharmacy England (cpe.org.uk)</a></li> </ul>			9.45am
4	<p><b>Place updates</b></p> <ul style="list-style-type: none"> <li>▪ Barnsley</li> <li>▪ Doncaster</li> <li>▪ Rotherham</li> <li>▪ Sheffield</li> </ul>	<b>Attachment 4A</b>	TB VR CB VR/ CB	9.50am

5	<b>Chief Officer and Chair updates</b> <ul style="list-style-type: none"> <li>▪ Chair</li> <li>▪ Chief Officer</li> </ul>	Attachment 5A	VR/ CB	10.10am
<b>COFFEE BREAK</b>				
6	<b>CPSY finance update</b> <ul style="list-style-type: none"> <li>▪ Accounts November / December 2023</li> <li>▪ Budget for CPSY 2024/25</li> <li>▪ NHS fund account</li> <li>▪ Finance sub committee <ul style="list-style-type: none"> <li>- ??</li> </ul> </li> </ul>	Attachment 6A  Attachment 6A  Attachment 6B	TB / GC	10.45am
7	<b>Other Information received</b> <ul style="list-style-type: none"> <li>▪ CCA matters November, December 2023</li> <li>▪ Website and newsletter update (LR)</li> </ul>	Attachment 7A, 7B		11.00am
8	<b>Commissioning</b> <b>Local NHS / ICB</b> <ul style="list-style-type: none"> <li>▪ <u>Community Pharmacy Forum</u> <ul style="list-style-type: none"> <li>- Feedback from 10<sup>th</sup> January 2024 meeting</li> <li>- next meeting 13.03.2024 - 2<sup>nd</sup> Wednesday of odd months</li> </ul> </li> <li>▪ <u>Primary Care Strategy</u></li> <li>▪ <u>IPMO</u> <ul style="list-style-type: none"> <li>- MDS task and finish group – discussion</li> </ul> </li> <li>▪ <u>SY Primary Care workforce meeting</u> <ul style="list-style-type: none"> <li>- ARRS impact report</li> <li>- Workforce Development Strategy - discussion</li> </ul> </li> <li>▪ <u>SY system level IMOC</u></li> <li>▪ <u>CPCS Steering Group meeting – LR</u></li> </ul> <b>National updates</b>	Attachment 8A, 8B, 8C, 8D and 8E  Attachment 8F Attachment 8G	CB  TB / CB  CB  TB  LR	11.05am

8	<b>Open Meeting</b> <ul style="list-style-type: none"> <li>▪ <b>Claire Thomas, Community Pharmacy Clinical Lead, SY ICB</b> <ul style="list-style-type: none"> <li>- IP Pathfinder update</li> <li>- Doncaster MAS</li> </ul> </li> <li>▪ <b>Victoria Lindon, Assistant Head of Primary Care Co-Commissioning, SY ICB</b> <ul style="list-style-type: none"> <li>- Primary Care update</li> <li>- Services review</li> <li>- Palliative Care Meds</li> </ul> </li> <li>▪ <b>Pharmacy First</b></li> </ul>	<b>Attachment 9A</b>  <b>Attachment 9B, 9C, 9D</b>		11.45am
10	<b>AOB</b> 10.1			12.45pm
11	<b>Review Objectives</b>			12.55pm
	<b>Date of next meeting</b> <ul style="list-style-type: none"> <li>▪ 19<sup>th</sup> March 2024</li> </ul> 2 <sup>nd</sup> Tuesday of odd months <ul style="list-style-type: none"> <li>▪ Tuesday 14<sup>th</sup> May 2024</li> <li>▪ Tuesday 9<sup>th</sup> July 2024</li> <li>▪ Tuesday 10<sup>th</sup> September 2024</li> <li>▪ Tuesday 12<sup>th</sup> November 2024</li> </ul>		ALL	1pm
	<b>LUNCH</b>			1pm – 1.45pm
	<b>CPSY committee members only discussion</b>			1.45pm – 3.45pm
	<b>Close</b>			<b>4pm</b>