





# CPSY Minutes

## MAIN MEETING

<p><b>1.0</b></p>	<p><b>Welcome, Objectives for the Committee</b> CB Welcomed Committee members, staff and guests to the meeting.</p>
<p><b>2.0</b></p>	<p><b>Decisions to be made at this meeting</b> CB summarised the decisions to be made at this meeting</p>
<p><b>3.0</b></p>	<p><b>GOVERNANCE</b></p> <p><b>Minutes from November Meeting</b> The minutes of the meeting on 26<sup>th</sup> November 2025 were proposed as a true record of the meeting by RH and seconded by PM.</p> <p><b>Action Log</b> JL reviewed outstanding actions. No queries from Committee <b>Action – JC to update action log</b></p> <p><b>Market Entry Summary</b> JL asked Committee for comments on the Summary. Committee requested for the next meeting to have a summary of DSP applications and where in the process they are. <b>Action – JC to note for next meeting</b></p> <p><b>Risk Register</b> JL asked Committee for comments on the Risk Register summary. No queries from Committee</p> <p><b>Ratification of Funding Arrangements Guidance</b> Committee in favour to ratify the above document to be reviewed at the end of the term of the committee <b>Action – JC to update</b></p> <p><b>Declaration of Interest</b> JB provided updated form. RD needs to complete an updated form. <b>Action – JC to send RD form and update website as necessary on receipt</b> <b>Action – JC to update website for JB</b></p>

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<p><b>4.0</b></p>	<p><b>Services / Commissioning Update</b></p> <p>JL referred to paper distributed.</p> <ul style="list-style-type: none"> <li>• NRT Supply (midwife led) – Barnsley. Issue raised December highlighting midwife issued NRT vouchers could no longer be redeemed via community pharmacy. Commissioning arrangements for a pharmacy supply service are not in place. ICB and local authority working to review. Contractors notified and advised not to supply against these vouchers. This has triggered wider review of the SY QUIT scheme, discovered the SLA is outdated and requires review. CPSY team highlighting that the national smoking cessation advanced service should be promoted. SP raised a concern about the Quit manager platform for smoking cessation supply which could lead to a contractor failing to make a claim. <b>Action – JL/CB to raise SY QUIT scheme with DC/AF at meeting on 30<sup>th</sup> January</b></li> <li>• <b>Action – JL/LR to pick up with Jan Spence (SWYFT) regarding the issues caused if the green button on the voucher isn't clicked on Quit manager platform / re share Training on QUIT manager</b></li> <li>• RDASH – Doncaster substance misuse services – 3% uplift agreed for 2026/2027, and Contractors have been informed that the previous underpayment issue has been rectified</li> <li>• Waythrough – Barnsley &amp; Sheffield. New SLA is out; interest is low. <b>Action – LR to feedback to Waythrough feedback on low engagement</b></li> <li>• Minor Ailments – Doncaster. Trimethoprim PGD will be retired. Remaining PGDs will be extended for a further 12 months, ICB have written to contractors and the CPSY website has been updated.</li> </ul> <p>Key points discussed in the meeting:</p> <ul style="list-style-type: none"> <li>• Advanced services data was presented, highlighting the positive uplift in pharmacy first activity for SY, continuing to perform above the other ICBs for volume of clinical pathway consultations per 100k population. Committee supportive of more data being presented to highlight activity of SY against appropriate benchmarks and national averages. It was noted that where contractors are performing over their cap for Pharmacy First consultations the fees for a consultation will not be paid, however they will be reimbursed for the costs of any medicines supplied under clinical pathways activity. The caps are reviewed on a three-month rolling cycle, the committee highlighted that some contractors may not be aware of this. <b>Action - JC / LR to issue a newsletter to SY Contractors</b></li> </ul> <p>The committee were asked that in line with the data would it be reasonable to state to neighbourhoods and commissioners that there is capacity in the pharmacy network. The committee agreed.</p>
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5.0	<p><b>ICB Update</b></p> <p><b>ICB Consultation Update</b> – ICB consultation is ongoing until the 31<sup>st</sup> January.</p> <p><b>7-day prescribing</b> – Position statement was approved at IMOC. Implications for mid cycle meds changes when on 28 day prescribing need to be highlighted to contractors</p> <p><b>Action – CT to draft a comms for Hospital, Social Care Providers and MHT’s</b></p> <p><b>Action – LR / JC to issue a newsletter to Sheffield Contractors summarising the changes and signpost to available resources</b></p> <p><b>COVID Medicines Service</b> – CT requested thoughts from the Committee on a new Prescribing Service for COVID meds, to include triage assessment and prescribing for people referred to the service. Members are supportive to explore this opportunity noting that the finances will be critical.</p> <p><b>Action – JL/CT to progress next steps</b></p> <p><b>Digitally Enhanced Asthma Reviews</b> – Request for a pilot by Smart Respiratory for 3 Contractors to take part. Pilot to start Feb until the end of March.</p> <p><b>Action – JC/LR to issue flyer and SLA to Contactors via newsletter for EOI’s</b></p> <p><b>Pharmacy Workforce</b> – Subgroups meetings have been suspended since responsibility for workforce will not remain with ICB.</p> <p><b>Provider Alliance – pharmacy contract briefings</b> – JL/TB to use this forum to ensure stakeholders are understanding of pharmacy issues, as an example e.g. Tarif pricing v actual cost and Propranolol which shouldn’t be prescribed for anxiety but is in most cases.</p> <p><b>Interpreter services</b></p> <p>Committee requested confirmation from the ICB regarding governance they have done for DALs interpreter service in Sheffield, as they will be privy to patient information</p> <p><b>Action – CT to clarify and send to CPSY</b></p> <p><b>Action – JL to raise concern about inequity of contractor access to interpreter services across SY</b></p> <p><b>Action – Members to feedback specific examples of issues with DMS to CT as soon as possible to take to meeting on 13<sup>th</sup> February</b></p>
<b>BREAK</b>	
6a	<p><b>INTERNAL MATTERS</b></p> <p><b>CO &amp; Chair Update</b></p> <p><b>Chair update</b></p> <ul style="list-style-type: none"> <li>• Deadline for Spring COVID vaccination program 2<sup>nd</sup> February to register <ul style="list-style-type: none"> <li>○ Approval required for Housebound / Care Homes / Under 18s</li> </ul> </li> <li>• Webinar recording available on Seasonal Vaccination Service 2026/2027 on CPE website</li> </ul>

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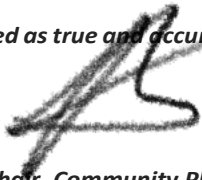
<p>6a</p>	<p><b>CO Update</b></p> <p>A written CO update and brief video was shared with Committee for information prior to the meeting.</p> <p>Additional updates included;</p> <ul style="list-style-type: none"> <li>• CPE LPC learning events – programme to expand and continue – any feedback o JL</li> <li>• Neighbourhoods update             <ul style="list-style-type: none"> <li>• Barnsley - first task group attended last week</li> <li>• Doncaster – NNHIP site, attended design meeting with localities, demand study being conducted, pharmacy services activity to be reviewed and highlight where there may be capacity to support communities more.</li> <li>• Sheffield – Being led by PCS, JL looped in. Frailty is a particular interest in Sheffield</li> <li>• Rotherham – NNHIP site, no further contact since early launch event September. Highlighted to CPE.</li> </ul> </li> <li>• Sharps – Committee supportive for JL to write to Local Authorities reminding them of their legal responsibility with regard sharps waste. May also include Public Health, MP’s, Healthwatch and LMC’s.</li> </ul> <p><b>Action – JL to progress</b></p>
<p>7</p>	<p><b>Communications Update</b></p> <p>Communications Insights Report and Update circulated prior to the meeting LR updated Committee for recent activity on:</p> <ul style="list-style-type: none"> <li>• Social media and social media boosting in areas where SK is doing engagement work.</li> <li>• Recent query around NHS mail access limits. <b>Action - JL to raise at meeting Thursday 5<sup>th</sup> February</b></li> <li>• CPE public facing website promotion of. <b>Action - LR draft comms for CT to send out. Letter to LMC's MP's etc</b></li> <li>• Developing a CPSY What’s app group</li> </ul> <p><b>Action – LR to contact CPWY regarding setting to avoid issues if patient data is inadvertently shared</b></p> <p>GP and Pharmacy collaboration – JL requested examples of pharmacies with strong working relationships with GPs and best practice examples where relationships have been restored</p> <p>Stakeholder Mapping – JL outlined process adopted to review CPSY’s Stakeholder mapping exercise. <b>Action – JL Bring to March meeting once stakeholders have been ranked into tiers</b> <b>Action – JC to be reviewed every 6 months and include as standing item on the CPSY exec agenda</b></p>

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	<p>Contractor Welcome Pack – JC circulated examples of the hard copies. Committee prefers A4 booklet against A4 and A5 paper / stapled version.</p> <p><b>Action – JC to action minor amends and then send hard copies to Change of Ownerships and new DSPs in the last 6 months. Add recipients on the Visit log</b></p>
8	<p><b>Sponsor Session</b></p> <p>This meeting was sponsored by Lupin Healthcare and was attended by Sarah Gordon who presented to members and took questions.</p> <p><b>Action – JC to circulate contact details</b></p> <p><b>Action – SG to send PDF version of the Otigo leaflet for parents</b></p> <p><b>Action – JC to add piece to weekly newsletter for Contractors to order leaflets</b></p> <p><b>Action – JC to pass on SG’s contact details to CPNY, CPWY, CPH and offer of meeting sponsorship</b></p>
<b>LUNCH</b>	
9	<b>CPE Update – Closed Section</b>
6b	<p><b>Internal Matters – Closed Section</b></p> <ul style="list-style-type: none"> <li>• <b>Confidential Minutes</b></li> </ul>
10	<b>Provider Company – Closed Section</b>
11	<b>Time Limited Workforce Investment – Closed Section</b>
12	<b>Skills Audit – Closed Section</b>
15	<p><b>Decisions</b></p> <p>Decisions required are confirmed.</p> <p><b>AOB</b></p> <p>CB gave apologies for next CPSY meeting, March. PM to chair.</p> <p>MP visit Stephanie Peacock 20<sup>th</sup> March South Barnsley. RH will support at Weldricks Thurnscoe</p> <p><b>Action – JC to arrange and send MP briefing Pack</b></p> <p><b>CCA Questions</b></p> <p>All CCA questions covered</p>
<b>MEETING CLOSE 16.00</b>	

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 28<sup>th</sup> January 2026

Signed:



Date: 03/02/26

Chris Bland, Chair, Community Pharmacy South Yorkshire