

CPSY Minutes

Location:	Holiday Inn – Sheffield/Rotherham West Bawtry Road, Rotherham S60 2XL
Date:	Wednesday 25th March 2026
Time:	09.00-3.15

1.1 Present	Representative	Initials	1.2 Apologies
Chair - Chris Bland	Non-Member (Morning session)	CB	Apologies
Vice Chair - Paul Mason	IPA Rep	PM	
Treasurer – Stephen Pollock	Independent Contractor	SP	
Christopher Alcock	IPA Rep	CA	Apologies
Stella Shaw	IPA Rep	SS	
Richard Hackett	IPA Rep	RH	
Richard Dunne	CCA Rep	RD	Apologies
Daniel Swift	CCA Rep	DS	
Joseph Bratley	CCA Rep	JB	
Rizwan Ali	Independent Contractor	RA	
Raj Morjaria	Independent Contractor	RM	

2.1 In Attendance	Role	Initials
Jo Lane	Chief Executive Officer	JL
Laura Richardson	Service and Engagement Lead	LR
Jane Charlesworth	Business Support Officer	JC

2.2 Guests G Observers	Role	Initials
Claire Thomas	Community Pharmacy Clinical Lead, SY ICB	CT
Victoria Lindon	Primary Care Lead, SY ICB	VL
Joanne Hill	Chief Technician, SY ICB	JH
Claire Holmes	Womens' Health Account Manager: Gynaecology, Theramex HQ UK Ltd	CH



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MAIN MEETING

1.0	<p>Welcome, Objectives for the Committee PM Welcomed Committee members, staff and guests to the meeting.</p>
2.0	<p>Decisions to be made at this meeting PM summarised the decisions to be made at this meeting</p>
3.0	<p>GOVERNANCE</p> <p>Minutes from January Meeting The minutes of the meeting on 28th January 2026 were proposed as a true record of the meeting by SS and seconded by JB.</p> <p>Action Log JL reviewed outstanding actions. No queries from Committee Action – JC to update action log Action – JL to circulate information for Birmingham Conference 21st & 22nd June (198) Action – LR to share statement received with Richard Dunne (334)</p> <p>Market Entry Summary JL asked Committee for comments on the Summary. JC added that since the paper was issued three appeals and a new unforeseen benefits applications have been received. Action – JC to circulate to Governance & Regulatory Sub Committee</p> <p>Risk Register JL asked Committee for comments on the Risk Register summary. No queries from Committee</p> <p>Ratification of CPSY Health & Safety Policy Committee in favour to ratify the above document by majority. Action – JC to update document from draft and add to review schedule Action – JC to print hard copy for JL</p> <p>Declaration of Interest No changes or updates declared</p>
4.0	<p>Controlled Drugs Incidents JH gave an overview of the Team in the ICB who are responsible for overseeing CD incidents and reporting. This included their roles and responsibilities, highlighted recent trends and themes and the importance for pharmacy teams to supply adequate detail when reporting incidents. JH also shared some useful links and contacts. Action – JH to share the table of reporting Action – JH to provide LR with content to be published on our website and via newsletter</p>

5.0	<p>ICB Update</p> <p>ICB Consultation Update – ICB consultation further extended, reopens 30th March until end of April. Some members of ICB team starting to leave post through voluntary redundancy from end March. Interviews anticipated to be held in June and July 2026. Action – VL to share ICB Targeted Operating Model (TOM) with CPSY</p> <p>COVID Medicines Service – CT updated that this service is out to Tender with a closing date of 1st April 2026. Action – CT to investigate if there is a user guide /FAQ document for the portal</p> <p>SY Prescribing incentive scheme – CT advised she is consulting on ideas drafted and liaising with JL/TB regarding impact on community pharmacies. Scheme is draft but not yet approved, they are aiming to have some information out to GPs by mid May 2026.</p> <p>Pharmacy Locally Commissioned Service Review – JL updated that this review has not yet been completed across South Yorkshire. Pressing for confirmation of next steps from Anthony Fitzgerald. Concerns highlighted regarding Rotherham primary care committee and statement that local pharmacy services are being recommissioned following LMC review.</p> <p>DMS – JL updated that DMS is part of the national ‘red tape challenge’ for ICBs. When presented to the SY acute trust medical directors and highlighting the low referral and uptake across the region, they have indicated broad support to work across the system to increase. Also, ICB support for digital medicines bid to support integration has been secured. The ICB community pharmacy forum will lead on next steps and action planning. It was noted that DMS performance in Barnsley has increased. Action – JL/LR/JC to look at arranging online refresher events for DMS early summer. To record these sessions and add to CPSY website resources. Action – JL & RH to pick up regarding issues with DMS in Doncaster</p>
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<p>6.0</p>	<p>Services / Commissioning Update JL referred to paper distributed.</p> <p>Key points discussed in the meeting:</p> <p>Smoking cessation services Maternity NRT - Barnsley Final amendments currently being made to draft SLA. Funding still requires official approval before SLA can be shared. Noted that BHFT agreed to provide NRT on site until 1st April whilst SLA was developed and a small number of pharmacies had previously agreed to accept vouchers without SLA.</p> <p style="text-align: center;">Action – LR to re-issue communications to the pharmacies still offering service highlighting the risks of operating the service without a SLA</p> <p>Cytisinicline PGD – LPC member majority in favour of £15 fee as a minimum.</p> <p>Sexual Health</p> <ul style="list-style-type: none"> • EHC escalation pathway for Sheffield – pending final version of escalation pathway • Doncaster sexual health tender withdrawn – pending revised model from council <p>National vaccination programmes – contractor concerns raised about DSPs and processes for authorising off-site delivery. 23 DSP’s registered for delivering the services. SVOC and NHSE to remind them of new regulations forbidding delivery onsite. Matter has been highlighted to CPE. Feedback issued to contractors with detail of process followed by SVOC.</p> <p>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.</p> <p>NNHIP – JL has shared service capacity data for Doncaster South PCN (anonymised) and is now compiling for other Doncaster areas. Helps to illustrate the spectrum of advanced service activity and potential capacity available to support the neighbourhood.</p>
BREAK	
<p>7.0</p>	<p>NHSE workforce and training matters JL updated the Committee on the following.</p> <p>Community Pharmacy Technician Apprenticeship funding - to ensure employers receive updates on any funding opportunities for 2026 they must sign up to the following ready for the new financial year Sign up to the NEY Pharmacy Education Briefing and NEY distribution list Sign up to National WTE Pharmacy News</p> <p>NEY Teach and Treat – DPP support via regional digital platform to match pharmacists with DPPs www.DPPSupport.co.uk</p> <p style="text-align: center;">Action – JC to issue a newsletter with links to supporting information</p>

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	<p>Pharmacist Enhanced Practice Pathway - From Autumn 2026, NHS England will pilot a new education and training pathway for newly qualified Early Career Pharmacist (ECP) prescribers who join the register in 2026. Funding is available for employers providing workplace-based educational supervision. There is also additional funded supervision for up to 300 learners who do not have access to a workplace educational supervisor. There is a Early Career Pharmacist Pathway mailing list which ECP's can sign up to.</p>
8a	<p>INTERNAL MATTERS</p> <p>CO Update</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> <p>Medicines supply issues - Ideas for collating and coordinating communications Action – LR to issue Accu Rx refreshers Action – JL to deliver an educational piece for GP's on Pharmacy reimbursement via Primary Care Provider Alliance</p> <p>Violence/Abusive behaviour campaign Action – JL to request a formal update from Alliance meeting Action – JL to contact CPE to enquire if they can provide guidance for contractors regarding the options to refuse/ban pharmacy service users.</p> <p>7-day prescribing and MDS concerns – Committee members view is that CPSY has actively supported Contractors by publishing extensive guidance on the website and via newsletter and will continue to direct them to these resources going forward. No further action is required at this stage beyond ongoing signposting.</p> <p>New resource or neighbourhoods – CPE have produced a number of templates for Contractors to use when engaging with GP's titled 'Community Pharmacy: services provided by your pharmacy team' Action – LR to add to CPSY website resources under Neighbourhoods</p>
9.0	<p>Communications Update</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"> • Social media and social media boosting in areas where SK is doing engagement work. • CPSY WhatsApp group launched for members to go live 8th April. • Results and actions from the recent Contractor Survey • Area Manager meetings poorly attended. <p>Action – JC to circulate the current Area Manager list to check still current</p> <p>Stakeholder Mapping – JL confirmed that all stakeholder have been allocated into tiers. Due to ICB changes, meetings and individuals will be reviewed and updated until the new ICB structure is in place. Members confirmed happy with the approach taken.</p>
10	<p>CPSY workplan 2026/2027</p> <p>The draft 2026/2027 Ops plan and Communications Plan was circulated prior to the</p>

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	<p>meeting. The Communication plan has been refreshed and aligned with the Ops plan. Committee were asked if they have any feedback, comments and queries. JL confirmed that once the ICB structure is confirmed they will be reviewed and updated if necessary.</p> <p>Action – JC to change from Draft versions</p>
11	<p>SY Community Pharmacy Forum JL updated the Committee as follows:</p> <ul style="list-style-type: none"> • The ICB intends to continue supporting and fund the Community Pharmacy Forum • The forum will sit under the Primary Care Provider Alliance • The function of the Forum is being reviewed • Wider representation within the Forum is under consideration, the size is yet to be determined
	<p>Sponsor Session This meeting was sponsored by Theramex and was attended by Claire Holmes who presented to members and took questions.</p> <p>Action – JC to circulate contact details to Committee</p>
LUNCH	
12	CPE Update – Closed Section
8b	Internal Matters – Closed Section
13	Provider Company – Closed Section
14	Time Limited Workforce Investment – Closed Section
15	Sharepoint – Closed Section
16	IPA statement – Closed Section
17	<p>Decisions Decisions required are confirmed.</p> <p>AOB SP gave apologies for next CPSY meeting, May</p> <p>JL asked whether any contractors have Pharmacy Technicians using PGDs (NHSE); Weldricks, Rowlands and Lo’s confirmed they do, although it is still at an early stage.</p> <p>Action – JL to reply to Nicola and cc the LPC members</p> <p>CCA Questions All CCA questions covered</p>
	MEETING CLOSE 3.15pm



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Signed:

Date: 31/03/26

Paul Mason, Vice Chair, Community Pharmacy South Yorkshire