Community Pharmacy South Yorkshire

Supporting Pharmacies. Building Healthier Communities.

Community Pharmacy South Yorkshire (CPSY) – Meeting 22/07/2026

Agenda (Guests & Observers)

Holiday Inn – Sheffield/Rotherham West Bawtry Road, Rotherham S60 2XL

09.00am – 2.25pm

MS Teams LINK to papers for LPC only	22nd July 2026 THIS LINK MUST NOT BE SHARED WITH ANYONE OUTSIDE OF THE LPC.
CHAIR	Chris Bland (CB)
MEMBERS	Richard Dunne (RD), Joseph Bratley (JB), Rizwan Ali (RA), Stella Shaw (SS), Raj Morjaria (RM), Richard Hackett (RH), Christopher Alcock (CA), Paul Mason (PM), Stephen Pollock (SP)
IN ATTENDANCE	Jo Lane (JL), Chief Executive Officer Laura Richardson (LR), Services and Engagement Lead Jane Charlesworth (JC), Business Support Officer David Broome (DB), Regional CPE Representative
MEMBER APOLOGIES	Daniel Swift (DS)
Guests & Observers	Iona Johnson (IJ), Community Development Director, RDaSH NHS Foundation Trust
Voting	Any voting will be undertaken following discussion during the closed or private sessions of the meeting. Where an agenda item is expected to result in a vote it will be flagged and any Member who is not able to attend the LPC Meeting may ask another Member to act as Proxy. This should be communicated to the Chief Officer through joanne@cpsy.org.uk prior to the meeting starting along with any apologies.
LPC Meetings	**We welcome Contractors and Observers to the open sessions of our meetings.** We hold our meetings on alternate months and the dates and agendas are available on our LPC websites. (January, March, May, July, September, November). The public minutes will also be posted on the website following approval. **We generally hold the public part of the meeting during the morning session. The exact times will be confirmed 1-2 weeks before the meeting.** If you would like to attend one of the meetings or have any questions / comments please contact the LPC Business Support Officer, email: info@cpsy.org.uk
Observers	Contractors and Observers are welcome to pose questions in advance to the LPC on any non-confidential agenda item or relevant Community Pharmacy topic to be considered in AOB. These should be sent to the admin LPC email account: info@cpsy.org.uk at least two days prior to the meeting to allow time to be incorporated into the agenda.

Guests & Observers	Guests will be welcome to provide an update to the LPC during a pre-arranged slot on the agenda, if any areas are sensitive and not to be published in public minutes this should be made clear before sharing and will be noted and added to confidential session minutes. They may attend the rest of the open meeting if they so wish. The Chair will invite observers / guests to contribute to discussions during agenda items or at the end of the public meeting.
Declarations of Interest	All Members and Support team will complete DOI and confirm any changes at the start of every meeting. Guests, Contractors and Observers will be asked to make any declarations of interest when they join.
Confidentiality	All Members and attendees are reminded that you are bound by confidentiality where any declared sensitive information is shared. A confidentially declaration is included within the DOI for guests and observers. Members and LPC team are additionally bound under the constitution and separate confidentiality agreements. The CPSY exec will determine which items are to be discussed as confidential items on the agenda.
Minutes	The public minutes will be published on our LPC website after sign off at the next LPC meeting. Where, during the review of Minutes, any points are identified as being sensitive / confidential by the LPC Members they will be excluded from the public minutes and will be added to the confidential minutes. If Observers or Guests wish to share any information during the meeting, which they do not want to appear in public minutes this should be declared prior to sharing and the minute taker will take note that this topic will not be published within the public minutes. This would generally be topics already raised to be considered under AOB in advance to the LPC as set out under Observers above. At the discretion of the Chair additional topics may be raised by Members on the day, where time permits.

Item	Lead	Time	Discussion points / Actions / outputs	Confidential where specified	Attachments
Arrival and coffee		8.30am			
MAIN MEETING					
01. Welcome, Objectives for the Committee,	CB	9.00am	Reminder: Input car registration		
02. Decisions to be made at this meeting	CB		1. Approval of 2025/2026 CPSY Accounts 2. Agree arrangements for AGM and 2027 meetings 3. LPC Self Evaluation 4. Document Reviews • Data Security Audit • Speaker Policy • Speaker Fees		
03. GOVERNANCE Minutes from May meeting Action Log Market Entry Risk Register CPSY KPI's CPSY Expenses policy Document Reviews	CB/JL JC JC	9.05am	Re-sign due to update in HMRC mileage rate • Data Security Audit • Speaker Policy • Speaker Fees		
04. RDaSH	IJ	9.15am	Opportunities for collaborative working		
05a. INTERNAL MATTERS Chair Update CO Update	 CB JL	9.45am			
06. ICB Updates	JL	10.05am	Prescribing development programme opportunity Feedback on the CRC-Detect research project Hazel Jamieson, ICB pharmacy research lead		
07. Services / Commissioning Update	JL/LR	10.35am	Services and commissioning report Sexual Health Diagnostics Map My Mole		
		11.00am	**BREAK**		

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08. Communications & Engagement	LR	11.15am	Communications Insights Report Communication Update		
09. LPC Self Evaluation	JL/JC	11.25am			
			CLOSED SESSION		
10. CPE Update	DB	11.50am		Confidential	
		12.00pm	**LUNCH**		
			CLOSED SESSION CONTINUED		
10. Other CPE Updates: CPCF Reform Ideas CPSY New Committee Term 2027/31 and revised model constitution Forum of Chairs 15th June	JL JL CB	12.45pm	Discussion and generation of ideas – e.g. CP Incentive scheme Feedback	Confidential	
05b. INTERNAL MATTERS Confidential Minutes from May meeting Reported Incidents Finance Update	CB JL SP JC JC	1.15pm 1.40pm	P&L Q1 2025/2026 Accounts approval Time Limited Workforce Spend Tracker AGM arrangements and 2027 CPSY Meetings	Confidential	
11.Provider Company Update	JL	1.45pm		Confidential	
12. CPSY Finance Self Evaluation Summary	SP	1.55pm		Confidential	
14. Review decisions. AOB: CCA questions and meeting close	CB JC	2.10pm			
MEETING CLOSE 2.25pm					

Next LPC Meetings

Community Pharmacy South Yorkshire

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2026 Meeting Dates	Location
Wednesday 23rd September 2026	Face to face – Holiday Inn – Sheffield/Rotherham West Bawtry Road, Rotherham S60 2XL
Wednesday 25th November 2026	Face to face – Holiday Inn – Sheffield/Rotherham West Bawtry Road, Rotherham S60 2XL