

CPSY Minutes

Location:	Holiday Inn – Sheffield/Rotherham West Bawtry Road, Rotherham S60 2XL
Date:	Wednesday 22nd July 2026
Time:	09.00am – 2.25pm

1.1 Present	Representative	Initials	1.2 Apologies
Chair - Chris Bland	Non-Member (Morning session)	CB	
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	
Daniel Swift	CCA Rep	DS	Apologies
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
David Broome	Regional CPE Representative	DB

2.2 Guests & Observers	Role	Initials
Iona Johnson	Community Development Director, RDaSH NHS Foundation Trust	IJ
Kuljit Nandhara	Chief Pharmacist, RDaSH Foundation Trust	KN
Shelly Madison	Neurodiversity Clinician, RDaSH Foundation Trust	SM

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MAIN MEETING

01	Welcome, Objectives for the Committee CB Welcomed Committee members, staff and guests to the meeting.
02	Decisions to be made at this meeting CB summarised the decisions to be made at this meeting
03	GOVERNANCE Minutes from May Meeting The minutes of the meeting on 19 th May 2026 were proposed as a true record of the meeting by RH and seconded by SP. Action Log JL reviewed outstanding actions. No queries from Committee Action – JC to update action log Market Entry Summary JL asked Committee for comments on the Summary. Discussion to be held in closed session Risk Register JL asked Committee for comments on the Risk Register summary. Discussion to be held in closed session CPSY KPI's JL presented the KPIs for CPSY with progress against the KPIs to date. No queries from Committee CPSY Expenses Policy At the June Exec it was confirmed that CPSY would adopt the updated HMRC milage rate 55p (from 45p) and backdated to April 1 st 2026. All Committee members present and CPSY employees submitted updated forms. Action – JC to file updated forms in Sharepoint Action – JC to update copies on CPSY website Action – JC to follow up with DS and CA as absent from the meeting Document Reviews - Data Security Audit – JL/LR/JC reviewed against last year 3 of 4 actions complete - Speaker policy – No suggested changes - Speaker fees – No suggested changes All three documents accepted by majority. Action – JC to update review schedule and publicise as required Action - JC to review outstanding action in Data Security Audit

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04	RDaSH Declaration of Interest by JB – Victoria Takele sister of member employed by RDaSH. RDaSH outlined plans to develop more neighbourhood-based services and explore a strategic partnership with community pharmacy, initially focusing on improving outcomes for neurodiversity and mental health patients. A proposal was discussed for community pharmacies to undertake six-month physical health checks (e.g. blood pressure, weight and pulse monitoring) to support ongoing shared care arrangements and reduce delays to treatment. The service involves taking blood pressure readings, pulse and weight. The service can be delivered by Health Care Assistants. Pharmacies were identified as well-placed to improve patient monitoring, medicines adherence and early intervention due to regular patient contact. The group discussed the need for a directly commissioned service, separate from existing national contracts, with clear governance, funding, data-sharing and IT interoperability arrangements. An estimated caseload of approximately 375 patients in Doncaster was noted, with support for a targeted commissioning approach using selected pharmacies rather than a blanket rollout. The committee agreed the proposal is feasible in principle and has significant potential to improve outcomes for mental health patients. Support was given to further development of a community pharmacy physical health monitoring service, with potential future expansion to Severe Mental Illness (SMI) cohorts. A pilot approach using selected pharmacies was favoured to balance quality, accessibility and service volume. Other operational considerations were discussed. Action – JL to continue developing the service model, scope, governance and funding arrangements with RDaSH.
05a	INTERNAL MATTERS Chair Update CB gave a brief update of recent meetings attended. CO Update A written CO update and brief video was shared with Committee for information prior to the meeting. Additional updates included; - CPSY Pharmacy Services Facilitator recruitment update Action – JL to provide an update on KPI's for time limited investment at September meeting - Provider company SGM Weds 29th July 2026 7pm: to date 104 votes in favour and 6 registered to vote at the SGM - ICB organisational change letter, confirmation of senior roles and portfolios Action – JC Invite Alex Molyneux and Jamie Wike to future CPSY meeting - PCPA task & finish group – encourage and lead collaborative ways of working - Pride in Place, Rotherham. The Pride in Place initiative aims to create safer, healthier neighbourhoods where communities can thrive by focussing on three key themes:

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	Creating thriving places, Building stronger communities, empowering people to thrive. JL/LR met with the Director of Pride in Place Rotherham discussed significant funds which may lead to opportunities for tendering. • Workforce & training hub conversations ○ Multisector PTPT - Expression of Interest (EOI) for Multi-sector Pre-registration Trainee Pharmacy Technician (PTPT) 2026/28 is now open. This financial training contribution is to support Primary Care or GP-led employers in NEY to deliver multi-sector pharmacy technician training programmes in partnership with community and/or hospital pharmacy The deadline for submissions is 12noon Monday 24th August 2026.
06	ICB Update JL Updated ICB Organisational Structure The top tier of the new organisation structure has been confirmed details are as the ICB organisational change letter previously issued. Prescribing Development Programme Opportunity The prescribing development programme has funding for two years, £80k per year. Explore consultant pharmacist roles. This may be managed by CPSY under a MOU (as per the Pharmacy Forum Funds). Committee agreed by majority to progress with the ICB. Research Hazel Jamieson SY ICB Pharmacy Research Lead has confirmed funding for one year to deliver research via Community Pharmacy. CRC-Detect feedback – 43 kits completed and returned one case of cancer detected.
07	Services / Commissioning Update A written paper was shared with Committee for information prior to the meeting JL referred to the paper and went through current Advanced Services data. South Yorkshire has higher rates of advanced service delivery when compared to other areas of Yorkshire and the Humber. CB highlighted a change to PharmOutcomes fees from 1st July 2026. Charges will apply to all referrals: not only referrals from the pharmacy back to the GP but also GPs to the pharmacy. Agreement states that the provider pays this fee. LR gave verbal update as below Smoking cessation services • Maternity NRT (Barnsley) - Continue targeted engagement with pharmacies in the identified gap areas to increase service coverage. ○ North East: Grimethorpe, Shafton, Cudworth and Lundwood ○ Central: Monk Bretton and Barnsley Town Centre ○ South: Hoyland and Wombwell • Cytisinicline PGD (SWYFT) – further communications inviting EOI's have been issued due to low uptake Substance Misuse Services • Waythrough – Barnsley Naloxone Provision – Low attendance by contractors at training sessions which are required to be completed before pharmacies can start the service. Action - LR to meet with Barbara to agree on a communications plan and support further promotion of the required training sessions.

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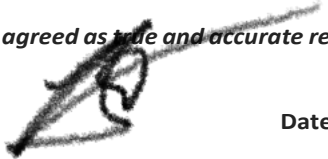
	- Sheffield – Missed Dose Notification low compliance with reporting as per SLA. A formal letter has been drafted and reviewed by LR. Action - LR to support communication of the letter Sheffield pharmacies once agreed. Sexual Health Services - Doncaster Sexual & Reproductive Health Service now open – closes 11th September 2026 - Sheffield – notice that the tender has been delayed due to procurement restructure - PreventX – information and private service opportunity online screening service Map my mole - Dermatology opportunity for mole screening - NHS and private services - Joint business case with Humber LPC to be developed and presented to ICB with support from Map My Mole Sharps - Letters to 3 local authorities to be reviewed and issued - Briefing information for contractors and general practices drafted reminding providers of the current legislative position, clarifying responsibilities, and advising that any incorrect signposting information should be removed or updated Meningitis B vaccination service - Updated guidance re allocation and ordering from CPE (issued 16.7.2026) - Commissioned webinar from Primary Healthcare Direct funded by SY ICB – Thurs 23.7.26 7pm National CVD Lipid POCT Pilot (Barts Health NHS Trust) - EOI's submitted from SY pharmacies = 16 1 DSP, 4 non-compliant with ToS
	BREAK
08	Communications Update Communications Insights Report circulated prior to the meeting LR updated Committee for recent activity on: Social Media Facebook, Instagram, and LinkedIn continue to operate as business as usual, with insights and performance data available. Bluesky platform has been discontinued due to low engagement and difficulties due to the 140 character count. Feedback on Instagram and Facebook activity remains positive, with ongoing engagement and comments from stakeholders, other LPCs, and pharmacy teams. SY Pharmacy Connect WhatsApp group WhatsApp group 84 members (70 excluding committee/staff) Continuing to promote via other channels Events DMS - Events planned for summer to be postponed until later in the year

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	Contractor Drop In Sessions - Next 6 dates published
09	LPC Self Evaluation The draft LPC self evaluation was circulated prior to the meeting which highlighted the changes from last year. The action plan to move items from Amber to Green were discussed and agreed. Action – JC to make updates as necessary and plan for implementation Action – CB to provide a written Executive Chair report for committee meetings starting at the September meeting Action – JL to source a template contract of employment template for the Executive Chair. Action – JL to plan annual review of role profiles within the usual review process in November Action – JC to mark Policies & Procedure as green as WFH risk assessment reviewed and completed annually.
10	CPE Update – Closed Section
	LUNCH
10	CPE Update – Closed Section
05b	Internal Matters – Closed Section
11	Provider Company – Closed Section
12	CPSY Finance Self Evaluation – Closed Section
13	Decisions Decisions required are confirmed. AOB Concerns over GPhC proposal to require Level 4 for pharmacy technicians by 2029; risks to workforce, funding, and service models Clarification was provided regarding the supply of adrenaline auto-injectors to schools under Benedict's Law, identifying stock availability as the primary issue. Action – JC include a newsletter article for contractors CCA Questions All CCA questions covered
	MEETING CLOSE 2.25pm

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 22nd July 2026

Signed:



Date: 27/07/26

Chris Bland, Chair, Community Pharmacy South Yorkshire