

Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 OTS
Date:	Wednesday 19th March 2025

1.1 Present

Abbas Bashir	CCA	AB	
Treasurer – David Broome	Independent	DB	
Chair – Ashley Cohen	Independent	AC	
David Denbigh	IPA	DD	Apologies
Mohammed Ikhlaiq	Independent	MI	
Nasrat Khan	CCA	NK	Apologies
Zak Laher	CCA	ZL	Apologies
James Madan	Independent	JM	
Fahad Rehman	Independent	FR	
Vice Chair – Adeel Sarwar	Independent	ASa	
Sageer Sharif	IPA	SS	
Amanda Smith	Independent	ASm	

1.2 Apologies

2.1 In Attendance

Nicola Goodberry Kenneally	Chief Executive Officer	NGK
Kathryn Kelly	Head of Operations and Support	KK

2.2 Guests & Observers

Amina Sheikh (Observer)	Trainee Pharmacist	ASh
Anna Ladd	Primary Care Commissioning	AL
Helen Foster	HoMM Leeds	HF
David Smith	WY ICB Chief Pharmacist	DS
Claire Holmes (Sponsor)	Theramex	CH
Stephen Doyle (Sponsor)	Pfizer	SD
Jason Playford (Sponsor)	Pfizer	JP
Anne Cawdron	Pharmacist Support	ACa

3.0	WELCOME TO THE MEETING <ul style="list-style-type: none"> Three new members have been appointed to the CPWY committee, Nasrat Khan, (CCA), Sageer Sharif (IPA) and David Denbigh (IPA). Chris Bland resigned his position in January 2025. Member apologies were noted. AC requested that members remain mindful of the CPWY Rules of Engagement. 	
4.0	COMMITTEE GOVERNANCE <ul style="list-style-type: none"> Members were asked to note the contents of the LPC Code of Conduct. AC reminded members that CPWY works in the best interests of all contractors and asked that all members are prepared for, and engaged, during meetings. Members were reminded to advise KK of any changes to their declarations of interests. Members were asked to note the Competition Law Compliance Guidelines. Attendance list from previous meetings was shared with members for information. 	

5.0	AC noted that it had been hope that the new contract would already have been announced so it could be discussed at this meeting. He also noted the recent announcement regarding the future of NHS England and asked CPWY be mindful of the uncertainty NHSE colleagues will be under.	
6.0	MINUTES OF THE LAST MEETING The minutes of the meeting on 15 th January 2025 were proposed as a true record of the meeting by DB and seconded by MI. These were signed by AC.	
7.0	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES <ul style="list-style-type: none"> All matters arising have been completed or are agenda items. 	
8.0	CPE UPDATE – David Broome DB gave members an overview of the process undertaken around the contract negotiations and highlighted that all CCA members involved are working under a non-disclosure agreement. Members highlighted their concerns that there has been no announcement to date regarding the continuation of the Pharmacy First service and they also questioned whether the Economic Review would be published. The committee are extremely grateful to DB for the valuable hard work being undertaken. <i>Action: CPWY to facilitate a virtual Yorkshire and Humber LPC event following the contract announcement to enable DB to discuss the outcomes with committee members.</i> <i>Post Meeting Note: Meeting held on 31st March 2025.</i>	NGK/KK
9.0	CPWY TEAM AND CEO UPDATES Team update reports were shared with members for information and for members to ask questions or seek clarifications. PharmRefer Members expressed their concerns around the recent information sent to GPs regarding the termination of the PharmRefer contract. NGK updated members with the work being undertaken by the Advanced Service Facilitators (ASF) around this matter, and comms being sent to pharmacies to highlight the importance of and encourage checking of the shared pharmacy NHSmail. Service Development Funding NGK updated members on the funding secured to support PCARP and how it is planned to use this funding to support continuation of the ASF roles, events and marketing. It was noted that this is funding which AL can apply for each year, but that recent announcements may affect any future funding and the team will reassess spending and work with sponsors for the events to secure the ASF roles for as long as possible. Services Report AC queried why the data on the services report is only to November and asked if more up to date information is available. NGK explained that whilst more up to date information may be shared with the team to enable actions to be taken, this is unverified data and the IBC have agreed what can and cannot be shared in reports.	
10.0	CONTRACT APPLICATIONS AND AMENDMENTS UPDATE This was shared with members for information.	
11.0	TREASURER'S UPDATE – David Broome <ul style="list-style-type: none"> The operations and services finance updates were shared with members for information. Thanks were expressed to KK & LT for the work done on the accounts. 	

	<ul style="list-style-type: none"> The 2025-26 budget was presented to members and discussed. Members unanimously accepted the proposed budget. DB abstained due to his role as treasurer. 	
12.0	RISK REGISTER The revised risk register was shared with members for information. This will be reviewed by the subcommittee on a 6-monthly basis then brought to full committee.	
13.0	CCA REPORTING QUESTIONS These will be completed by the CCA members. <i>Action: AB will submit the CCA report.</i>	AB
14.0	PRESENTATION FROM SPONSOR This meeting was part sponsored by Theramex and was attended by Claire Holmes who presented to members and took questions.	
15.0	PRESENTATION FROM SPONSOR This meeting was part sponsored by Pfizer and was attended by Stephen Doyle and Jason Playford who presented to members and took questions.	
16.0	ICB HOMMS UPDATE – Helen Foster – Calderdale <ul style="list-style-type: none"> HF presented an overview of the Medicines Optimisation team set up and details the 5 medicines optimisation workstreams undertaken by each of the HoMMs. The WY primary care prescribing budget for 25/26 is c£450m. HF advised that the year-to-date cost growth is above the England average of 2.2% at 2.54%. A list of the top 20 by cost was shared with members. Members were keen to point out that the Waste Service which is still to commence would be the best way to reduce prescribing costs. HF acknowledged that the delays with the service are causing great frustration. HF updated on work being done on Shared Care to produce a single WY commissioned service from GPs. Other challenges include neurodiversity around timely access to assessment and prescribing for ADHD, safe pathways for Valproate and topiramate, transgender prescribing and ongoing work on LPP which CPWY involvement at an early stage is planned. 	
17.0	UPDATE FROM WY ICB CHIEF PHARMACIST – David Smith <ul style="list-style-type: none"> DS updated that currently little is known around the details of the abolition of NHSE and the 50% cuts required at IBC level but information will be shared as it is known. DS gave an overview of work being done on purchasing with secondary care, education on ONS sip feeds, medicines strategy across the system and inclusive pharmacy practice. AC acknowledged the difficult position the ICB are in and stressed the importance of working together to avoid inertia. AC asked that the ICB consider the vaccination work being done in community pharmacy when other opportunities present. 	
18.0	PRIMARY CARE UPDATE – Anna Ladd <ul style="list-style-type: none"> AL confirmed that despite the recent announcement work will continue as previously. AL shared details of the Primary Care Patient Safety Strategy which notes that 90% of NHS interactions are delivered by GPs community pharmacies, optometry and dental services and identifies an opportunity to improve the safety of care in primary care. There are three main strands, learning and culture; involving patients in patient safety; and wellbeing of staff and patients. Work is needed to look at access to a freedom to speak up guardian. Key points from the 2025/26 operational planning guidance were shared with members which continues to focus on GP access and patient experience and on neighbourhood health models. An update from the Community Pharmacy Integration Group highlights the good progress being made and the work being done by the ASFs. AL advised that work is being undertaken within her team on gathering case studies. NGK highlighted the concerns being felt due to the withdrawal of PharmRefer. NGK advised that CPWY has sent out an emergency communication to community 	

	pharmacies but stressed the importance of communication being sent from the ICB once the contingency plans are known if there is a delay in the roll-out of the intended it.	
19.0	<p>PHARMACY PROFESSIONALS RECOVERY GROUP (PPRG) – Anne Cawdron</p> <p>This group work alongside but independent from Pharmacist Support. ACa attended the meeting to seek support to broaden the reach of the group to include pharmacy technicians as well as pharmacists and to be able to offer earlier support to pharmacy professionals.</p> <p><i>Action: ACa to provide comms which CPWY will circulate via the News Digest.</i></p> <p>Post meeting note: Comms received and included in the News Digest.</p>	ACa
20.0	<p>CONTRACTOR ITEMS</p> <p>None received.</p>	
21.0	<p>MEMBERS ITEMS</p> <p>None received.</p>	
22.0	<p>ANY OTHER BUSINESS</p> <p>No other business.</p>	
23.0	<p>DETAILS OF NEXT MEETINGS</p> <p>Meetings will be held at the Village Hotel, Leeds South and will commence at 9.30am prompt on the following dates:</p> <ul style="list-style-type: none"> • Wednesday 21st May 2025 • Wednesday 16th July 2025 • Wednesday 17th September 2025 • Wednesday 19th November 2025 • Wednesday 21st January 2026 • Wednesday 25th March 2026 	
24.0	<p>CLOSED SESSION</p> <p>This session of the meeting was held with the Finance and Performance Subcommittee.</p> <p>Matters discussed:</p> <ul style="list-style-type: none"> • Minutes of the last meeting. • Risk Register. 	

This meeting was part sponsored by Theramex and Pfizer UK who had no influence on the agenda or its topics. Thank you for your sponsorship.