CPWY Minutes

Community Pharmacy West Yorkshire

Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 OTS
Date:	Wednesday 15th July 2026

1.1 Present **1.2 Apologies**

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

2.1 In Attendance

Nicola Goodberry Kenneally	Chief Executive Officer	NGK
Kathryn Kelly	Head of Operations and Support	KK
Emma Hermiston	Head of Pharmacy Integration and Contractor Support	EH
Phil Wiles	Primary Care Network Project Manager	PW

2.2 Guests & Observers

Lindsay Power (Sponsor)	RxWeb Ltd	LP
Dipesh Patel (Sponsor)	Cipla	DP

3.0	**WELCOME TO THE MEETING** • Members were welcomed to the meeting and apologies were noted. • Apologies were also received from David Smith, from the ICB, who was due to attend today's meeting. • AC asked members to remain mindful of the CPWY Rules of Engagement.	
4.0	**COMMITTEE GOVERNANCE** • 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 asked to note the Competition Law Compliance Guidelines. • Members were reminded to advise of any changes to their declarations of interests. • Attendance list from previous meetings was shared with members for information.	
5.0	**MINUTES OF THE LAST MEETING** The minutes of the meeting on 20th May 2026 were proposed as a true record of the meeting by ASa and seconded by ASm. These were signed by AC.	
6.0	**MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES**	

6.1	**5.0 – Declarations of Interest –** Committee and team members Declarations of Interest have been reviewed and updated as required.	
6.2	**7.4 – Codeine Leaflet –** Content is being finalised ready for sharing for sign off with addiction services in the area. This will be shared with contractors in the News Digest and added to the CPWY website. *Post meeting note: Action completed.*	
6.3	**Vaccination End of Season Survey –** This was shared with committee members following feedback from the Vacs team that only a few responses are usually received. The timeframe for completion was only 6 days.	
6.4	**Healthwatch Pharmacy First Report** **Text Message Template -** Work on a text message template for sharing with GPs to send to patients is being held until the pharmacy visits currently being undertaken are completed and assurance that contractors are ready for an uplift in referrals is obtained. **Engagement with Community Champions –** This is on the workplan to be undertaken once current pharmacy visits have been completed. **Engagement with Healthwatch –** Work to build on this relationship will begin after information on the changes to the Pharmacy First Service are announced. **Healthwatch Role Update for Pharmacy Teams –** This has been completed and sent to contractors.	
6.5	All other matters arising have been completed or are agenda items.	
7.0	**CPE UPDATE – David Broome** Members requested information on how the CPCF was agreed on and the way forward for pharmacy. This was a closed discussion. Members expressed concern around the remuneration for Pharmacy First Independent Prescribing. ***Action: Add IP Prescribing as a discussion point on next agenda.*** *Post meeting note: Action completed.*	***KK***
8.0	**MENB UPDATE** Members discussed their frustrations around this roll-out with concerns around: • The short timescale given to prepare for the service. • The required use of RAVS and FDP. • Walk-in clinic requirements giving no ability to order extra stock. The CPWY arranged MENB Vaccination Webinar on 16th July 2026 has over 250 registrants. And will focus on clinical competence and include operational support. The importance of experienced contractors offering mentoring and support via WhatsApp was stressed as was the importance of keeping feedback constructive.	
9.0	**FORUM OF LPC CHAIRS UPDATE – Adeel Sarwar** Slides from the LPC Chairs' meeting were shared with members for information. ASa gave members an update from the meeting concentrating on the key points from the day.	
10.0	**PHARMACY REFORM DISCUSSION** Following the CPCF announcement CPE is looking to shape the reform agenda and seeking input from LPCs. Committee members spent time discussing the following questions: • Essential Services – How would you change the essential services part of the contract? • Future Services – Where do you see Community Pharmacy going with services (non-IP and IP)? • Medicines Reimbursement – How would you repair the broken medicines reimbursement system?	

	Action: The key insights and common themes will be consolidated and reported back to CPE to support their work. *Post meeting note: Action completed.*	
11.0	**PRESENTATION FROM SPONSOR** This meeting was part sponsored by RxWeb Limited. Lindsay Power attended and presented to members and answered questions before lunch.	
12.0	**PRESENTATION FROM SPONSOR** This meeting was part sponsored by Cipla. Dipesh Patel attended and presented to members and answered questions after lunch.	
13.0	**WY ICB UPDATE** A update paper from the ICB was share with members for information.	
14.0	**CPWY TEAM UPDATES** Team update reports were shared with members for information and for members to ask questions or seek clarifications. • Local growth in West Yorkshire pharmacies achieving the £1,000 threshold payment is seen, but the gap versus national is widening. GP referral behaviour and militancy were noted. Some GP practices are referring sufficiently to rate as green, then going back to signposting. LPC-level GP referral data is needed to evidence issues to the ICB to unlock barriers. • Pharmacy visits have identified a small number of pharmacies where there have been access challenges. Members proposed a general reminder be sent to all contractors about contractual obligation to have a responsible pharmacist onsite during opening hours. ***Action: Prepare and circulate contractual obligations reminder.*** **Pharmacy Technician Training** A paper was presented to members detailing plans to develop a bespoke training programme that equips pharmacy technicians with the competence and confidence to undertake enhanced clinical responsibilities. Members support the progression of this proposal. ***Action: Organise and deliver Pharmacy Technician training event.*** *Post meeting note: This is in final planning.* **Integrated Neighbourhood Teams Update** • PW is attending ICB-level meetings, workshop events and strategy groups across West Yorkshire. Common cohorts include frailty, end of life, dementia, and mental health • MDT meetings focus on 20-30 high need patients per neighbourhood. • There are 2 Neighbourhood Health Centres one in Leeds and one in Bradford. • Community pharmacy is not seen as a core member of provider partnerships, but PW is working to ensure community pharmacy is seen as a potential provider, not just a consultee. • Progress varies by area with Leeds being the most advanced and inclusive. Other areas are moving at different paces. • Multi-neighbourhood level commissioning for community pharmacies is proposed with an early opportunity in Pontefract/Knottingley for a COPD program signposting to pulmonary rehab.	
15.0	**CP AND GP CONFERENCE** The NPA joint GP/community pharmacy event was attended by AC and PW. • Attendance appeared to be two thirds pharmacy and one third GPs with over 1,000 attendees over the two days. • West Yorkshire's Hall of Heroes attracted strong interest. • All presentations were jointly presented, but 20-minute slots left little time for depth of information. • Next year's conference is on 27th and 28th June 2026.	

16.0	**TREASURER'S UPDATE** The operations and services finance updates were shared with members for information. • Members agreed to increase the mileage allowance from 45p to 55p for members and the team, in line with HMRC changes, backdated to 6th April 2026.	
17.0	**CONTRACT APPLICATIONS AND AMENDMENTS UPDATE** This was shared with members for information. CPWY's low number of applications currently was noted as unusual. Other areas are seeing an increase.	
18.0	**CCA REPORTING QUESTIONS** The CCA members will complete these. ***Action: AB will submit the CCA report.*** *Post meeting note: AB confirmed responses submitted.*	***AB***
19.0	**CONTRACTOR ITEMS** None were received.	
20.0	**MEMBERS ITEMS** None were received.	
21.0	**ANY OTHER BUSINESS** None were raised.	
22.0	**DETAILS OF NEXT MEETINGS** Meetings will be held at the Village Hotel, Leeds South and will commence promptly at 9.30am prompt on the following dates: • Wednesday 9th September 2026 – *Post meeting the start time was changed to 11am.* • Wednesday 11th November 2026. - AC unable to attend. ASa agreed to chair this meeting. • Wednesday 20th January 2027 • Wednesday 17th March 2027	
23.0	**CLOSED SESSION** This session of the meeting was held with the Finance and Performance Subcommittee. Matters discussed: • Minutes of the last meeting.	

This meeting was sponsored by RxWeb Ltd and Cipla who had no influence on the agenda or its topics. Thank you for your sponsorship.