

Minutes of the meeting of Community Pharmacy Durham and Sunderland (CPD&S) held on 21 May 2026 at Ramside Hall Hotel and Spa, Durham

In attendance:

Emma Morris
Andrea Dickinson
Raminder Sihota
Jamie Rotherham
Mukarrom Hussain
Paul Arnett
Joy Cooper
Derek Roberts
Ian Mensforth
Lee Middleton
Adam Morris (morning session)
Ann Gunning
Greg Burke
Sami Hanna

LPC/036/2026	Apologies for absence: Rob Pitt, Geraint Morris
LPC/037/2026	Introduction: Emma introduced the meeting. Emma reminded members of the Nolan Principles, to declare interests as appropriate and to give full attention to the content of the meeting.
LPC/038/2026	Minutes of the meeting held on 19 March 2026 The minutes were accepted as a true and accurate record of the meeting. Action: Greg to upload to the CPDandS website.
LPC/039/2026	Action Log review Members reviewed and updated the action log. Action: Jamie to send to Geraint details of inappropriate 111 referrals received. Action: Greg and Andrea to draft a message to all pharmacies reminding them that when they are forwarding 111 referrals to other pharmacies they must do so electronically. Sunderland DEPO Service Proposal Ann and Greg briefed members on their recent meeting with Nicola Appleby (Sunderland City Council) regarding the proposed DEPO service. • Service Scope & Fees: Paul queried if pregnancy testing would be included. Ann noted the proposed fee structure mirrors Northumbria's model, though members requested adding a set-up fee to cover staff training backfill costs. Paul agreed to check the corresponding GP service fee structure. • Provider Safeguards: Members emphasised the need for appropriate provider remuneration and queried if additional indemnity insurance is required.

	Actions: • Greg/Ann: Follow up with Nicola Appleby regarding the set-up fee, indemnity insurance requirements, service scope and fee structure. • Paul: To check the applicable GP service fee structure. Andrea briefed members about the positive visit to her pharmacy from Sunderland City Council on 7 May. Tanja Braun, PH consultant, is supportive of promoting community pharmacy services and mentioned the Links4Life website as an ideal vehicle for that purpose. Action: Greg to revisit discussions with Kevin Devine at Sunderland City Council and recommend that ICB resources are added to the site. Following a detailed discussion members decided not to commission the services of Hubandspoke media to support CPDandS' communications. Action: Greg to inform the company. It was agreed to defer any media training until April 2027 at the earliest as this is when the new committee will begin its term. Ian briefed members on the work he has been doing with Ann in relation to www.yourpharmacyservices.com. Action: Ian and Greg to liaise in relation to loading the finished article to the CPDandS website.
LPC/040/2026	CPE report Sami Hanna provided a confidential summary of the CPCF 26-27 negotiations. Details are recorded separately.
LPC/041/2026	Neighbourhoods – reviews/update Emma delivered a brief update provided to her by Geraint. There are pilots in Sunderland and Stockton. As yet, there is not a huge amount of clarity on how neighbourhoods will develop. Greg pointed out that CPE is producing resources to assist LPCs in engaging with the process and, despite there being a pilot in Sunderland, the LPC has not yet seen much engagement. He posed the question, should the LPC be more proactive? Members agreed that the LPC should maintain a watching brief only. It was noted again that there is not any additional funding for neighbourhoods. A confidential item was discussed at this point. It relates to the performance levels of a pharmacy group. The detail is recorded separately.
LPC/042/2026	Subgroup breakout sessions and feedback. The communications, governance, services and finance groups all met separately to draft their 26-27 workplans. The groups then fed back to the full committee. Communications: • Arrange councillor visits to interested community pharmacies ○ Draft a script for the visits • Hold subgroup meetings each quarter. • Review website content each quarter, ensure accuracy. • Brand the stakeholder list, send a copy to each pharmacy for staff use only. • To support PF explore the feasibility of sourcing, and funding, for each pharmacy an infrared thermometer and a BP monitor (two cuffs)

	- Explore the possibility of purchasing consultation software for each pharmacy (e.g. Deltira). NB: Raminder made the point that multiples would not use this. (Adam left the meeting at this point) Services - Jamie to continue in his coaching role. - Promote Ian's "Your services" tool. - Continue negotiations on the DEPO service in Sunderland. - Consider providing training for PCN leads – Jamie is very keen that more support is provided to PCN leads. Governance - The governance group provided its workplan to Greg during the meeting (contact Greg for a copy) Finance - To continue to monitor spend against budget. - Consider options for the levy once the details of CPCF 26-27 are announced. For action: Subgroups to forward their workplans to Greg who will add to the website. Holding text to be added to the website to indicate that the 26-27 strategy and workplan are live documents, the pages will be updated on completion of the documents. The Governance group will bring the LPC self-assessment to the July meeting.
LPC/043/2026	Possible changes in Sunderland PCNs Derek informed members that in certain Sunderland PCNs, the pharmacists have left. GP practices are now employing their own. Paul queried the purpose of this approach given that pharmacists employed by PCNs are funded via the additional roles reimbursement (ARS) scheme. Derek outlined which pharmacists, at which PCNs, have moved on.
LPC/044/2026	Subgroup updates Communications Greg informed members of the content of the communication group action log developed at its April meeting and provided an update on each of the actions. Services Paul provided a similar update for the services team. He referenced Ian's website again and mentioned that he is working closely with Claire Jones regarding the STI treatment service proposal in Durham. Ahead of the visit from colleagues at CDDFT, there was a discussion about who is responsible for ongoing care of a DMS patient if the trust sends them to the incorrect pharmacy. Is there a process for referring back to the Trust? How will the

	initial pharmacy know whether the patient is receiving a DMS from a second pharmacy? Raminder suggested that this is a query to be addressed to CPE. Governance The governance workplan is close to completion. Andrea is completing the governance action log which assists with the completion of the self-assessment. Action: Greg to follow up with members still to complete the declaration of interest and members confidentiality forms. Action: Subgroup updates to be a standing item on LPC agendas.
LPC/045/2026	Update from the executive team meeting held on 11 May. Greg read through the agenda items and updated the meeting accordingly. With regards to CPE visits to pharmacies on 3 June, it was agreed that Greg should inform CPE of the three pharmacies which had expressed an interest in hosting a visit and allow CPE to decide which ones to visit. Action: Greg A confidential item relating to an issue which had arisen involving a practice and pharmacies local to it was discussed at this point. Details are recorded separately. With regards to the LPC hosted vaccination training Greg was tasked with seeking expressions of interest from CPDandS pharmacies before a decision is taken. Action: Greg
LPC/046/2026	Reports RLPC Sami, Chair of the RLPC, provided a briefing on the committee's recent meeting, which was convened to develop an engagement strategy following the ICB restructure. The committee successfully agreed on a targeted action plan and identified the key stakeholders most beneficial for future engagement. Jamie Jamie has been in discussion with pharmacies in Derwentside; they have been experiencing difficulties in accessing GP surgeries to discuss PF. Jamie has been attending the care navigation training sessions; they had been positive sessions. Jamie has completed his Pharmacy Services pack; it has been delivered to all practices in Durham and Sunderland. There was a discussion about the misconception that only a cohort of pharmacies provide certain services; it is possible that some practices believe this to be the case. Andrea confirmed that she has circulated a clarification email to all surgeries in Sunderland. Action: Greg to recirculate the most recent nomination guidance issued by NHS E. The content of the reports from Ann, Geraint and Greg were noted. Emma briefed members on the content of the weight loss meeting on 18 May. Sami provided the detail of the proposed content of the pilot service. Members

	agreed that it sounded interesting but emphasised that it would have to be appropriately resourced.
LPC/047/2026	County Durham and Darlington NHS Foundation Trust – DMS referrals Franchesca Beavis and Nick Watt presented this item. CDDFT is keen to learn how it can improve the number of DMS referrals it makes. Derek made the initial point that, in Durham, pharmacies do not receive any notifications of when patients are admitted and discharged. Andrea and Derek described the template used in Sunderland. Jamie mentioned the inconsistency in referrals, both methods of referrals and the content. Franchesca reported that there are discussions ongoing within the Trust about how to improve the quality of discharge letters. It was noted that CDDFT cannot issue electronic prescriptions. Andrea and Derek emphasised the importance of pharmacies been made aware of patient medication on admission Vs medication on discharge. Jamie emphasised that it essential that this information is accurate. Joy stated that her pharmacy has only received two DMS referrals in two years. Franchesca explained that the FT uses the content of the summary care record to find the patient's pharmacy and F code so that the NHS Mail address can be generated. Franchesca confirmed that the pharmacy team does not screen every admission and discharge. When involved, they prioritise contacting community pharmacies regarding MDS trays and specialist medication supply arrangements. There was consensus that community pharmacies would welcome a broadening of the scope of DMS referrals. Action: Franchesca to confirm the DMS process to the LPC; this information will then be circulated to CPDandS pharmacies.
	Date of next meeting: Thursday 23rd July 2026 @ Ramside Hall Hotel. Start time: 09.30