

Minutes of the meeting of Community Pharmacy Durham and Sunderland (CPD&S) held on 23 July 2026 at Ramside Hall Hotel and Spa, Durham

In attendance:

Emma Morris
Andrea Dickinson
Raminder Sihota
Rob Pitt
Jamie Rotherham
Mukarrom Hussain (morning session)
Paul Arnett
Joy Cooper
Derek Roberts
Lee Middleton
Adam Morris
Ann Gunning
Geraint Morris
Greg Burke

LPC/048/2026	Apologies for absence: Sami Hanna, Ian Mensforth
LPC/049/2026	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/050/2026	NOMAD Prescribing Intervals John McAllister, Superintendent Pharmacist at Demnox Ltd, introduced the item. He said that, following a recent meeting at Deerness Park surgery, surgery colleagues had indicated they intended to stop issuing seven-day prescriptions for NOMADs. John was concerned about the potential impact on Demnox pharmacies and others. Members discussed the proposal in detail, including DDA implications, increased waste, and similar discussions with other pharmacies and surgeries. Deerness surgery was noted to be part of the GP Alliance (GPA). Andrea suggested speaking with Anna Creber, pharmacist at the GPA, and Geraint said he was due to meet John Twelves of the GPA. Action: Geraint to raise the issue at that meeting. Jamie suggested convening a meeting of all pharmacies; is there a consistent way of pharmacies managing situations such as this? If so, CPDandS can make this clear to GPA. Paul mentioned to John the process of claiming to the ICB for sudden loss of income. Action: Greg to share with John the advice CPDandS has provided to Herdmans.

	Jamie also suggested that CPDandS should contact Durham County Council and Sunderland City Council to ask what provisions they include in the contracts with care companies in relation to the administration of medicines in care homes. John left the meeting.
LPC/051/2026	Minutes of the meeting held on 21 May 2026 The minutes were accepted as a true and accurate record of the meeting. Action: Greg to upload to the CPDandS website.
LPC/052/2026	Action Log review The meeting reviewed and updated the action log. Paul outlined a proposed fee structure for a GP DEPO service. Greg and Ann reported that they had met Nicola Appleby at Sunderland City Council to discuss the DEPO proposal and fee structure; her response is awaited. Geraint suggested contacting Simon Clayton at the ICB about possible media training. Greg is also discussing this with Simon Lee at Sunderland University.
LPC/053/2026	Governance Andrea emphasised the importance of publishing a complete and current strategic plan. The meeting reviewed the 2025-26 document. Each subgroup provided updates to be incorporated into the 2026-27 strategic plan. It was noted that the 2026-27 workplan has been posted on the CPDandS website Ann and Paul provided updates for the services section of the strategy, the Governance group did the same for its section. Greg had already consulted members of the communications subgroup; they had agreed his suggested text for the communication section. The finance section is unchanged. Action: Greg to incorporate the suggestions into a draft 26-27 strategic plan and circulate to members for comment/approval. Members discussed retainer fee payments for the Durham specialist medicines and anti-viral services. Greg outlined steps taken to seek ICB confirmation. Members were frustrated that recommissioning and claims arrangements remain unresolved this far into the financial year. Action: Greg to contact the ICB again, convey the committee's concerns and request a swift resolution. Andrea emphasised the importance of succession planning for committee members, noting that a new committee will be elected for the term beginning in April 2027. Action: Item to be included on the September agenda. Action: Geraint to complete the population of the ICB staffing organogram, adding job titles alongside staff names. Action: Boundary change discussion to be included as an agenda item for the September meeting. Kevin Simpson and Tony Schofield joined the meeting in their capacity as Durham contractors.
LPC/054/2026	Nominations Geraint led a discussion on ICB action in response to rising concerns about inappropriate nomination capturing, an issue the regional LPC has already raised with the ICB and which Gordon Hockey at CPE is also reviewing. Members stressed the importance of clear, consistent governance to protect patient choice and contractor confidence. They supported the ICB's proposed

	letter to pharmacies on nomination governance, subject to suggested improvements. Action: Geraint to feed back to the ICB.
LPC/055/2026	Discussion regarding NENC ICB LPCs and their footprints Kevin Simpson, supported by Tony Schofield, explained his reasons for attending and his expectations that LPCs and CPE should be more proactive, reduce duplication across the ICB area and improve value for money through economies of scale, asking members to consider possible LPC mergers. Members noted that emerging neighbourhood structures could affect the case for merger. Tony highlighted variation in DMS referrals by foundation trusts and said a consistent ICB-wide approach would help, while members noted that Trust referral protocols differ and LPCs cannot dictate Trust processes, regardless of their number. Tony and Kevin questioned whether the current LPC structure within the ICB remains fit for purpose. Kevin clarified he was not attending as a representative of Community Pharmacy Tees Valley (CPTV), although CPTV was aware, and agreed to seek its view at the August meeting. Members suggested he engage with all LPCs in NENC ICB. Rob said CPDandS regularly reviews its boundaries and records these discussions in the minutes. Raminder noted that contractors make any decisions on boundary changes or mergers. Members thanked Kevin and Tony for attending, and Kevin and Tony thanked the committee for accommodating them. LUNCH Mukarrom left the meeting to address a personal issue.
LPC/056/2026	2027 CPD&S elections: timetable and actions CPE has provided LPCs with a suggested timetable and action prompts. Greg summarised these for members and highlighted the draft LPC constitution, which must be considered by both the LPC and contractors. CPE advises that contractors vote on the revised constitution at a Special General Meeting (SGM), which could be held on the same day as the Annual General Meeting (AGM). Members noted the proposed timetable and actions relating to the AGM, SGM, annual accounts and constitution. Action: Greg to circulate the draft constitution and draft 2025/26 financial statement to members for consideration and comment. Greg was appointed as returning officer for the AGM and SGM. Action: Greg to ask the IPA to identify their member pharmacies within the CPDandS footprint.
LPC/057/2026	Subgroup reports Executive team Greg provided a brief account of discussions held at the Executive team meeting on 14 July. He confirmed that the majority of the items on that agenda were also included for consideration and decisions at this CPDandS meeting. Communication subgroup There was a discussion about CPDandS representation at University Fresher's Fayres. The meeting agreed a budget of £5k for this; it would cover backfill, cost of stand(s) and resources. Greg stated that a stand at the Sunderland Fayre had

	been secured; engagement with Durham University has been more problematic. Suggestions were provided about how to overcome this obstacle. Greg also made the point that if CPDandS is able to secure a stand at the Durham University Fayre, we may need to review the budget. In terms of CPDandS representatives at Sunderland, Jamie and Ann are available, Joy also made herself available. Derek suggested that one of his newly qualified pharmacists may also be a very good option. In terms of branding on the resources, the committee agreed that it should signpost people to the www.thinkpharmacyfirst.health website. Greg also mentioned that the communications subgroup has an action plan, members are welcome to request a copy from Greg. Services subgroup Ann and Paul confirmed that the services workplan is complete and is on the CPDandS website. Its workplan for Q1 has been completed. Action: In light of the fact that there have been reports that contractors are not able to update their directory of service to reflect that they are providing the Men B service Greg was asked to seek clarification as to why this is the case. Governance subgroup The governance update was covered throughout the meeting. Jamie Jamie delivered his report. Since the circulation of the Pharmacy First service guidance he developed a couple of surgeries have been in touch requesting support. A number of practices are still to set up the BARS referral button. Practices have been making enquiries about the IPs e.g. where are they located, how will their skills be employed? Andrea reported that Anna Creber is keen to engage with community pharmacy/CPDandS. Ann Ann's report had been circulated with the agenda. Ann went through the content, mentioning specifically the work in relation to the Sunderland City Council's Public Health Services. Greg The content of Greg's report was noted. Geraint The content of the report was noted. Geraint reported that the Community Pharmacy Development Group will become more influential. There was a discussion regarding the Men B vaccination service. Lee reported that it is not currently viable given that providers have an initial allocation of only ten vaccines. There was a discussion about the possibility of establishing a commissioned service in relation to community pharmacies following up when medication for children has not been collected. Paul suggested caution, we do not want to be in a position whereby pharmacies could be held accountable for children not taking medication.
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LPC/058/2026	Sunderland Neighbourhood update – Lisa Jones, Assistant Director for Integrated Commissioning, Sunderland City Council Lisa briefed members on current activity and a timetable for next steps. Lisa is keen to secure community pharmacy involvement. The Local Medical Committee has secured representation in the process. Dr Khalid is the clinical lead for the process. A dedicated programme lead is to be appointed in August: Scott Watson There was a discussion about how community pharmacy can support the frailty agenda. Rob mentioned the possibility of a de prescribing service, this could certainly help with falls prevention. A commissioned compliance service would also be very useful. Jamie mentioned the importance of delivery drivers and the “soft intelligence” they pick up on patients whilst making deliveries. Lisa recognised this and suggested that a community pharmacy domiciliary review pilot could possibly be commissioned. There was a discussion about the commissioning responsibility in Sunderland. Lisa stated that it would be led by a board, membership includes a LMC representative. Raminder stated that community pharmacy definitely wants to be part of the board too. Andrea made the point that any new commissioned service must be appropriately resourced. Paul suggested that the community pharmacy representatives should be Geraint and a Sunderland contractor. Lisa left the meeting.
LPC/059/2026	Any other business Members noted the content of the Healthwatch Medication changes guidance document. Jamie mentioned the possibility of a community pharmacy service around peptides e.g. raising awareness, sharps disposals. Action: Item to be included on the agenda for the September meeting. Emma raised the possibility of including a respiratory training session as part of the AGM. Action: Greg to contact the Medicines Optimisation team emphasising the importance of ensuring that pharmacies receive appropriate notice of all changes regarding medications (stopping or changing).
	Date of next meeting: Thursday 24th September 2026 @ Ramside Hall Hotel. Start time: 09.30