

Minutes of Meeting of Surrey Local Pharmaceutical Committee

Date: Wednesday 16th July 2025.
Location: Tyrrells Wood Golf Club, Leatherhead, KT22 8QB.
Present: Purvi Shukla, Chris Scoble, Zohib Sheikh, Jay Amin, Karen Wilson, Kay Hau, Mala Mahasuria, Smita Patel.
In attendance: Julia Powell, CEO, Marie Hockley, Deputy Chief Officer, Simran Johal, Service Development & Support Lead.
Guests: Caroline Martinez, Frimley ICB, Luke Mileham, Substance Use Commissioner, Agnieszka Rembialkowska, Sexual Health Commissioner

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting.
CCA reporter:

2: Apologies for Absence

Jaymil Patel, Neha Soni, Micky Cassar, Business Administrator.

3: Governance Matters

The Chair asked if there were any changes to the Declarations of Interest. The members were reminded by the Chair of the LPC of the constitution and the Nolan principles.

4: Minutes & Matters arising

The Chair asked the members if they had read the 21st of May 2025 LPC minutes, and if there were any issues with accuracy, nothing was raised. The Chair signed the May LPC minutes as a true account of the meeting.

The action/decision log was reviewed.

349 – Circulate the NMS process with a screenshot. – In progress
351 – Arrange sponsors for the Surrey AGM. – In progress

5: CPE Update

The members were given an update by CPE representative Gary Warner.

In this update:

The June meeting of the Community Pharmacy England Committee
Negotiations preparation
Economic & Dispensing Projects Update
Overview of discussions at Subcommittees
LPC Support and Involvement
Questions and discussion

Regional Workshop Events

We are hosting a **nationwide series of workshops this July** to hear directly from pharmacy owners and LPCs about key challenges and to help shape our approach to the next CPCF negotiations.

Open to all pharmacy owners and can attend a neighbouring region's event if easier to do so.

A chance to feed directly into our planning processes and work with us to map out a way forward for the sector.

Please encourage pharmacy owners in your area to attend.

6: LPC Members Update

Member/contractor engagement feedback:

Q1: Is there any support you need from the LPC with PQS, is the pharmacy on track to complete PQS and do you know about the weekly PQS tracker produced by CPSS ([link here](#)).

- Podcasts could support with PQS information.

Q2: Are there any local services you would like the ICB to commission?

- Funded MDS service.

7: Frimley ICB Update – Caroline Martinez

Members received an update on the Frimley ICB transition progress. Frimley is still awaiting ministerial sign-off on their proposed timeline but working towards a transition date of April 2026.

To support more effective decision-making, the boards of BOB and NHS Frimley have agreed to cluster together. Frimley has now established regular joint meetings with BOB as part of this collaboration.

Pharmacy & Medicines Optimisation Scheme (PMOS) update: The community pharmacy element of PMOS has now been launched, with a focus on increasing uptake and utilisation of the Pharmacy Contraception Service and the Hypertension Case-Finding Service. To support implementation, the ICB has created a dedicated one-stop page on the Frimley ICB website, providing access to all relevant resources and guidance.

Independent Prescribing Pathfinder update: They have 3 sites based on a minor illness model, which builds on Pharmacy First. Customer feedback overwhelmingly indicated that the service received in community pharmacy saved them from contacting and/or travelling to another healthcare service.

Members received an update on the "Teach & Treat" workforce programme, which aims to support clinical workforce development through hands-on training and service delivery. The update included progress on current activity and next steps for wider implementation.

A query was raised regarding the 42 national neighbourhood pilot sites and the associated application process, which closes on the 8th of August. It was noted that it is important to confirm whether Frimley intends to apply for any of these pilot opportunities. A meeting has already taken place, where it was agreed that frailty, end-of-life care, and supported discharge will be key areas of focus.

Action: CM to confirm whether any applications are being submitted for the pilot sites.

Action: CM's presentation to be circulated with the minutes.

8: CEO Update

KPI Progress – These were circulated prior to the meeting. No queries were raised.

Meetings list – This was circulated prior to the meeting. No queries were raised.

The members discussed the recent payroll issues with ADVO.

ICB reorganisation update: Frimley ICB will split up as part of the wider ICB reorganisation. The two PCNs located within Surrey will be embedded into Surrey Heartlands ICB. Surrey Heartlands ICB and Sussex ICB will merge with effect. There is a transitional lead in place supporting the reorganisation. There will be 5 places across the patch, 3 in Sussex and 2 in Surrey. It was highlighted that, in the model ICB Blueprint, certain functions should no longer be managed by the ICB, but instead by other provider organisations. These functions include: Estates, Workforce, and Medicines Optimisation. In Sussex, work is underway to establish a Sussex Community Interest Company (CIC), which will be able to hold contracts, a function not currently possible under PCPC.

Members discussed the potential impact of the upcoming Surrey and Sussex ICB merger on the Surrey and Sussex LPCs, including the possibility of a future LPC merger.

Annual Report Update: The annual report is currently in the final stages of preparation. Once finalised, it will be circulated to contractors, for their review and vote on the annual accounts.

Integrated Neighbourhood Team (INT) Update: JP has been in discussion with Linda Honey regarding the future role of PCN leads, specifically whether they will be renamed as INT leads as part of ongoing system changes. There is funding in place for PCN leads until 31st March 2026.

CCA Database Update: The CCA has developed a new database that consolidates publicly available data (e.g., from NHSBSA, etc.) into an easy-to-use format. This tool is designed to support the review of service levels and help target contractor support more effectively. We are currently piloting the database on their behalf, so there is no cost at present however, this will be chargeable in due course.

Stakeholder map update: Review of stakeholder map.

Podcast update: The members listened to a trial podcast created by CPSS. The feedback was positive to produce more for contractors.

LPC Reserves and Contractor Support: MH has drafted both a proposed job description for a lead role to help deliver this enhanced support, and a business case to support the proposal. The proposed role will be a field-based position, focused on conducting contractor visits to provide support around service delivery and claiming. This will be offered as an initial 12-month contract, with outcomes to be reviewed at the end of the period. Members reviewed the business proposal and agreed to proceed to the recruitment stage.

Action: Begin recruitment process for new staff member.

ICB funding update: JP and Linda Honey have created proposals in relation to ICB funding including one for PharmOutcomes, a winter and respiratory service and one for further funding for the independent prescriber pathway pilot which currently only has funding until December 2025. The proposals will go through the ICB governance process with a view to being agreed to move forward with the services.

9: Surrey County Council Public Health

Luke Mileham, Substance Use Commissioner and Agnieszka Rembialkowska, Sexual Health Commissioner, provided the members with an update.

Surrey Sexual Health Services:

Hub Clinics:

Earnsdale: 2 Whitepost Hill, Redhill, Surrey, RH1 6BD

Buryfields: 61 Lawn Road, Guildford, Surrey, GU2 4AX

Woking: Woking community hospital, Heathside Road, Woking, Surrey, GU22 7HS

Young people's clinics:

Epsom – Nescot Young People's Clinic

Guildford Young People's Clinic

Oxted Health Centre

Weybridge Young People's Clinic, Brooklands College,

Woking Young People's clinic

For more information, visit Healthy Surrey website or sexualhealth.cnwl.nhs.uk/surrey-services.

Public health update – Sexual Health

Pharmacies:

First-line access points for the public

Our shared goals

Increase early detection of STIs

Promote safe sex and condom use
Promote chlamydia testing
Signpost to services

How can Pharmacies support?

Offer Contraceptive pill, EC, chlamydia testing & treatment and CDS
Encourage testing and offer advice
Display leaflets/posters visibly
Please let them know what training or resources you need.

Emergency Contraception

EC can be offered to over 25s
3 condoms should be handout with EC
EC in community pharmacy national service October 2025
Provision of chlamydia screening & treatment and condoms continues to be commissioned locally.

What we offer:

Free sexual health resources:
New pharmacy poster
C-Card poster
Four animated videos for electronic screens
Business cards
C-card in pharmacy SWS sticker
Condoms
Chlamydia screening kits (for 15–24-year-olds)
Online training for pharmacy staff on the EC, Chlamydia and Gonorrhoea testing & treatment programme and CDS in Surrey.

Communications – Sexual Health:

Key Campaign Messaging
June – Men's Health Week
Chlamydia Campaign
Forward Communications Plan
July – Hot Summer Campaign
August – CDS Campaign & CDS Newsletter

Substance use PHA's

Needle Exchange
Take Home Naloxone
Supervised Consumption of OST

The provision of Substance Use services via community pharmacies addresses priorities that disproportionately affect socially disadvantaged communities in Surrey. These include reduction of drug-related deaths and supporting individuals to reduce the harms caused to themselves, their families, and the wider community.

Needle Exchange – £2.00 per pack, £1.06 per return (was £1.60 per pack)

52% of opiate and/or crack cocaine users in England are not in structured treatment, it is vital that any opportunity to deliver interventions to reduce the risk of harm in this hard-to-reach population is taken. The number of heroin and/or crack users in Surrey is estimated to be 3,721. We are seeing a growing number of IPED users accessing NSP's across the county (in line with England). Nationally 60% of all NSP users are now reporting their primary drug as IPED's. There is a decline in Pharmacies offering NSP across Surrey since covid and they are committed to working alongside the LPC and Pharmacy partners to change this!

Supervised Consumption – £2.50 per supervised dose of Methadone, £2.60 per supervised dose of Buprenorphine (Was £2 per dose).

Steady rates with no anticipated increase in numbers needing Supervised OST (115 last year).

They have been unable to finalise the retainer payment of £50 per patient on OST (not just supervised).

They are working on this and will share more updates with the LPC in the coming weeks.

Take Home Naloxone– £10.61 per kit with a £50 one of set-up fee (training provided).

Community Pharmacy is ideally placed to offer Naloxone to those accessing NSP (opiate users), Those on OST. In Surrey there is a choice between Nyxoid (nasal) and Prenoxad (injectable). Not many other areas have managed to do this. Legislation has changed over time to enable Pharmacy to offer THN without a prescription.

Synthetic Opioids– A national threat

Potent synthetic opioids, such as nitazenes and illicit fentanyl, are sometimes added to or substituted for heroin. They have also been added to or substituted for other drugs or openly sold as synthetic opioids. Drugs of this type are typically many times stronger than heroin and other drugs and carry a much higher risk of overdose and more doses of Naloxone to bring someone out of an overdose. Surrey Police have recorded a seizure of Dimethylamino Etonitazene, seized on the 7th of June 2025. Surrey's Combating Drugs partnership have created a synthetic opioids preparedness plan.

The members were reminded of the 3-month claim period.

9: Service Development & Support Update

Local service evaluation tool update: This tool has been developed to support contractors in making informed decisions about the viability of locally commissioned services. This is a tool to support contractors and is based on the service income, training and many other parameters of the service specs. This is our opinion and providing the service or not remains entirely the contractor's decision. There are some minor changes to be made, and this will be published on our website by the end of July.

Locally commissioned service comparisons

We have focused on analysing the full year figures for locally commissioned services and celebrating the achievements made over the past 2 financial years. This also gives us an indication of areas of growth that require focus. We have seen a significant increase in 20 out of 28 LCS services across CPSS. This is a fantastic achievement, and we are proud of the increased revenue generated for our community pharmacies.

Local Area updates

Surrey

- Dynamic Purchasing System (DPS) – CPSS to create a top tips one pager to support contractors to complete the DPS process = in progress.
- Substance use spec in progress – £50 additional payment per person.
- NHS Healthchecks– Will is looking into the service and working with Simran to fill gaps in the service and increase activity.

West Sussex

- We have provided feedback to WSCC PH on the committee decision on Vapes and POM discussed at the last meeting. The team will book a meeting with us to discuss further, as they are keen to get PGDs in place.
- Vapes – we can proceed with further discussions as there is an appetite for this however, the proposed varenicline model is very convoluted for patients and pharmacies.
- We have been working in the background with Janet Rittman B+H, and have found a solution to Varenicline – we can develop a PGD, and the price of the drug will be reimbursed as per DM+D prices, which is selected in PharmOutcomes by the contractor at the time of service.

- Sexual health needs assessment published [Sexual Health Needs Assessment 2025 – West Sussex JSNA Website](#).

Brighton

- Patient Healthy Hearts event – Over 700 people attended, HA booked over 26 patients for an ABPM. The CVD team would like to do more of these events. *Most people were females, white, and 67% of people attending were over 60, the age group most at risk for heart failure. 251 individuals aged between 40–59 attended and were screened for the event. 242 (31%) were found to have a raised blood pressure reading on the day. While the majority of these cases were in individuals over 60, a considerable number occurred in those aged 40–59 years.*
- Presented to TogetherCo to upskill social prescribers to understand what pharmacies offer so they can signpost patients into our services.
- BHCC PH are in the process of organising a F2F event at Brighthelm Brighton.
- Rethinking our Health workshops taking place to decide how this project will go ahead– we are focusing on resources for pharmacies that could be used in NMS, BP, and PF consultations, so patients who have MSK issues could be signposted into the project. There is no funding, so we are focused on existing services and information that can be supplied to pharmacies to give to patients.

East Sussex

- Vapes Pilot service in final stages of sign off and due to go live by end of July.
- A webinar for the vapes service will take place for the pilot pharmacies.

Sponsored training event

- Pfizer trying to source a speaker for a Sunday, this is proving challenging, so we have backup plan of two evening meetings planned – Potentially one in Gatwick one at ES National, open to all pharmacies across the patch.
- They would pay for the venue, food and provide a speaker.
- Waiting for Pfizer's decision on next steps.

Pharmacy First update:

- Royal Sussex (UHSx) live with Pharmacy First referrals from UTC.
- In discussion with ESHT to support UTC referrals, currently in implementation.
- Meeting with PharmOutcomes/Optum to discuss EMIS/PO, UTCs etc – further updates will follow.
- QI support.
- Increased requests for data.
- Surgery training is ongoing.
- PCN/INT leads continue to have these discussions.
- Some practices are opting to use AccuRx for referrals.
- TPP will soon have an integrated referral option, awaiting go live date.

The members reviewed the NHS BSA data for DMS, Pharmacy First, Hypertensive Case Finding, Pharmacy Contraception and Smoking Cessation.

3rd July CPE INT webinar (start of a series of webinars for LPCs)

Key takeaways

Covered context i.e. 3 shifts.

Neighbourhood health at the centre of 10-year plan.

Lack of concrete guidance on how INTs should be configured. NHSE guidance 'deliberately short and permissive about how neighbourhood health should be implemented, setting out a framework for action that can be tailored to local needs'.

LPC INT survey.

Majority of ICSs in planning stage and some limited LPC involvement to date.

CP representatives in neighbourhood teams, the majority had no involvement yet either because neighbourhoods not formed or neighbourhoods formed but no involvement.

The majority of LPCs have not been given funding to be a part of the INTs.
Insights from Nottingham and Hertfordshire LPCs.

CPSS PCN Leads

New structure in place

PCN Place Leads

Sussex PCN leads WhatsApp group split

Monitoring CRM

Surrey place-based meetings with ICB Deputy Chief Pharmacists

Workforce

- Teach and Treat programme Sussex some remaining funding, supporting a further 2 pharmacists, Frimley – 4 designated CP hubs supported by trained DPPs and DPP mentors – awaiting information on EOI numbers so understand demand.
- SHL £2,600 DPP funding offer continues and extended to March 2026, a further 15 pharmacists can be supported.
- Supporting IP queries/applications.
- Early careers funding in Sussex secured, SHL unable to accrue into 2025/26.
- Sussex early careers – PG Cert, Level 4 diploma for PTs, CPPE PGD session.
- Sussex PharmEd programme.
- Sussex careers work.
- MPharm placements, Kingston, Reading, Brighton, and Portsmouth – Surrey and Sussex.
- CPTAP 25/26 EOIs: Surrey 21, Sussex 19 – highest in SE region.
- Oriel support – Surrey and Sussex.
- Work experience pack – CPSS (Fatima) has taken over this work.
- Highlighting CP workforce pressures.
- 2024 CP workforce data released.
- Workforce ICB support at risk with ICB changes.

Surrey

Training Contribution for Post-Registration Development for Early Career Pharmacy Professionals in the South East in 2025/26 – awarded to Surrey. Will need to put in an EOI to secure some of this funding. For discussion – what training would LPC members like to see for post-registration development for early-career professionals? The members discussed:

- Pharmacy First workshops
- Clinical skills
- Consultations
- Vaccination workshops

Sussex

CPSS has secured significant funding for early-career professionals.

What have we offered already:

- CPPE PGD session
- PG Certificate in Pharmacy Practice
- Level 4 Diploma for Pharmacy Technicians
- Pharmacy First workshops

IP Pathfinder

Sussex

PharmOutcomes IP HRT consultation template is now live

EHIA signed off by ICB

Next steps to go-live

IPs are working with their practices to:

Agree a go-live date

Define the initial patient cohort

Confirm how many patients will be invited per week

Run a test patient through the full pathway to identify and resolve any potential issues ahead of go-live

Surrey

Pharmacies are live! Patients have been seen

GP Clinical Supervision sessions underway

Adapting PharmOutcomes 'IP Pathfinder Hypertension Consultation' template based on IP feedback

IT issues (ICB, EMIS, GP, IP)

Evaluation (ICB)

Fatima update:

PQS Piece by Piece (10 weeks of PQS guidance emails sent to Contractors Domain by Domain)

- ✓ Deadline tracker
- ✓ Training tracker
- ✓ Respiratory referral spreadsheet tracker
- ✓ Respiratory referral form (to GP)
- PQS AMS Audit Clinical Guidance Doc created (for comments/finalising)
- Awaiting NHSBSA Audit template doc to be released (delayed)

Workforce:

- ✓ Work experience Student Workbook
- ✓ Work experience Student Answer book
- ✓ Work experience employer guide
- All above created, awaiting comments/finalising

CPCF:

- Beginning NHSBSA data accumulation to ensure contractors meet CPCF targets for the Pharmacy First monthly payment thresholds.

Eve update:

Surrey Community Pharmacy PCN Leads

- Supporting PCN Leads with issues and queries
- Successfully recruiting into vacant PCN Lead roles
- Working with the four ICB Deputy Chief Pharmacists to coordinate and support quarterly meetings between the PCN leads and the ICB Medicines Optimisation Team in each place
- Sharing WhatsApp updates and key messages for the leads to cascade to their networks

Surrey Discharge Medicines Service

- Proactively contacting contractors with 10+ outstanding DMS referrals to support completion and reduce backlog

Other workstreams

- IPA Awards entry
- QI project with GPs
- GPhC Pharmacy Inspections document
- Surrey LFPSE reviews and Surrey PAD guidance review
- PCN place leads and Senior INT lead in place
- PQS guidance – 'PQS Piece by Piece'
- Tracking Advanced Services claim data
- PERT shortages guidance
- Forged/Fraudulent prescriptions document
- CPSS training information
- CPE EC steering group
- Top tips for each service
- Service evaluation tool to be updated and published
- Webinars to support CPD: Asthma update, Intro to Ulcerative Colitis. NVP in discussion.

Forward view

- Hypertension service support
- SCS Advanced service support
- DMS support

- Training webinars
- Supporting ICBs
- Supporting DPS and PSR
- Pharmacy/Area Manager/Locum engagement
- PQS support
- PH and stakeholder meetings
- Updating website
- CPE website updates for service database
- IP Pathfinder
- Task and finish groups
- PNA
- Supporting contractors with queries
- PCN Lead support and Lead Drop-in sessions/CRM
- Service Clinics
- Essential Guide updates
- Pharmacy Checklist updates
- Services Mothership updates
- Pharmacy First support
- PCS Support – Promoting sexual health teams to support referral
- Supporting the Learning Disability community to access services
- Face to Face promotional event
- Sponsorship opportunities
- Collaboration Webinars upskilling and education events
- Negotiating LCS fee uplift from 1st April
- Integrated Community Teams/Neighbourhoods
- Annual Report
- CPAF Support

The members reviewed the East Sussex, Brighton, West Sussex, and Surrey LCS data.

10: Finance Update

The members were updated on the Surrey LPC accounts YTD, no questions were raised.

The members were updated on the CPSS accounts YTD, no questions were raised.

Finance subcommittee update: The members were informed about the annual financial assessment, which is completed to ensure the LPC is doing all it can to ensure our financial governance is in place.

11. NHSE 10-year plan update

Members discussed the 10-year plan and the impact for community pharmacy. There is a significant focus on neighbourhood health.

12: Market Entry Update

Awaiting response

Identified Future Needs – Woking – NHS Resolution Appeal

Identified improvements or better access – Thames Ditton

13: AOB

14: Future meeting dates & venue

LPC Committee Meetings:

| Sussex LPC | Surrey LPC |
|--|---|
| The East Sussex National, Uckfield, TN22 5ES 9.30am – 4.00pm | Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm |

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|-------------------------|--------------------------|
| Thursday 11/09/25 + AGM | Wednesday 24/09/25 + AGM |
| Thursday 13/11/25 | Wednesday 26/11/25 |
| Thursday 05/02/26 | Wednesday 25/02/26 |
| Thursday 16/04/26 | Wednesday 15/04/26 |
| Thursday 11/06/26 | Wednesday 17/06/26 |
| Thursday 10/09/26 | Wednesday 16/09/26 |
| Thursday 12/11/26 | Wednesday 18/11/26 |
| Thursday 04/02/27 | Wednesday 24/02/27 |

Community Pharmacy Surrey & Sussex Executive Committee:

(Chairs, Vice Chairs and Treasurers to attend – options for conference call dial in)

7th October 2025 – 19:00–20:00 Teams Online

8th January 2026 – 13:45–15:00 Venue TBC

26th March 2026 – 13:45–15:00 Venue TBC

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

2nd October 2025, 10:00–13:00 Teams meeting online (to be hosted by Hampshire & Isle of Wight LPC)

26th March 2026, 10:00–13:00 Teams meeting online (to be hosted by CPSS)

CPE Forward Dates:

Wednesday 24th to Thursday 25th September 2025 (London)

Wednesday 19th to Thursday 0th November 2025 (London)