

## Minutes of Meeting of Surrey Local Pharmaceutical Committee

Date: Wednesday, 16<sup>th</sup> November 2025.  
Location: Tyrrells Wood Golf Club, Leatherhead, KT22 8QB.  
Present: Purvi Shukla, Chris Scoble, Zohib Sheikh, Karen Wilson, Kay Hau, Mala Mahasuria (via Teams), Neha Soni (via Teams), Jaymil Patel.  
In attendance: Julia Powell, CEO, Micky Cassar, Business Administrator, Marie Hockley, Deputy Chief Officer.  
Guests: Akash Patel (observer).

### **1: Welcome & Introductions**

The Chair welcomed the members and guests to the meeting. The members were reminded of the confidentiality agreement.

CCA reporter: Kay Hau.

### **2: Apologies for Absence**

Jay Amin, Simran Johal.

### **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 24<sup>th</sup> of September 2025 LPC minutes, and if there were any issues with accuracy, nothing was raised. The Chair signed the September LPC minutes as a true account of the meeting.

#### **The action/decision log was reviewed.**

361 – Begin recruitment process for new staff member. – In progress. It was noted that no applicants have been successful to date, and the process is currently on hold.

362 – The Governance Sub-Committee to review the draft policy. – In progress

370 – MC to look into JA Lloyds' access. – In progress

### **5: CEO Update**

KPI Progress – These were circulated prior to the meeting and reviewed. The members were given an update on progress, and no queries were raised. The members were asked if they would like to have a joint LPC meeting with Sussex LPC in February 2026.

**Decision:** The members agreed to have a joint meeting in February 2026.

**Action:** Arrange a joint LPC meeting for February 2026.

The meetings list had been circulated prior to the meeting. The COVID meeting was discussed, and it was noted that contractors seeking to restock are being directed to mutual aid suppliers, which is causing difficulties. Members were asked to report any issues directly to JP for escalation.

ABPM – Discussion on a current LCS within Surrey Heartlands and Sussex ICB's.

A new CPE Procedure was circulated prior to the meeting. The members agreed to adopt this policy.

**Action:** Add the policy to the website.

Expression of Interest – Moviprep: University Hospitals Sussex. Currently, patients must attend Brighton Hospital to receive Moviprep. The aim is for the product to be supplied through community pharmacy, but via a single contracted provider. The opportunity has been circulated to all Sussex contractors, should they wish to tender. SECPA, as an organisation able to hold contracts, will also submit a tender so that any pharmacy would be able to deliver the service if successful.

### **Provider company Update:**

On 13 October, the new company was formally registered at Companies House as SECPA. SECPA now has a voting seat on the Sussex Integrated Health CIC. Hampshire and the Isle of Wight LPC have agreed to join. It was noted that all associated funding is separate from the contractor levy.

It is recommended that a Scrutiny and Oversight Committee be established. This was discussed with the CPSS Executive, and it was agreed that each LPC would nominate one point of contact to sit on the committee and report back as required. ZS agreed to undertake this role.

**Decision:** ZS to sit as the Surrey LPC representative on the Scrutiny and Oversight Committee.

Ongoing company set-up activities include establishing a bank account, arranging insurance and addressing corporation tax requirements.

### **6: Service Development & Support**

Members reviewed the LCS data for East Sussex, Brighton & Hove, West Sussex, and Surrey. It was noted that NHS Healthchecks have been decommissioned in East Sussex. Pilots for digital healthchecks are underway, where patients receive information on their phone and complete a finger-prick test at home, which is sent to a lab. Community pharmacy support for blood pressure measurement is being sought, funded under the Hypertensive Case Finding Service. Data from the pilot will be available in due course. Discussions are ongoing with the public health team to explore potential services to support sexual health provision. Gaps in drug services in Guildford were highlighted, with limited public health funding affecting viability and a lack of proactive engagement from contractors. It was suggested that contractors who are signed up be contacted, with follow-up calls to increase service delivery.

**Action:** Contact contractors signed up for drug services to try and increase delivery, followed by follow-up calls.

### **Local Area updates**

#### **Surrey**

Substance use spec in progress – no further updates meeting to be scheduled with I-Access.

New Services – Winter Fit and Asthma Winter Respiratory Service: JP approached Surrey Heartlands ICB regarding these potential services. However, due to ongoing restructuring, the ICB is unable to take on additional work and has currently paused the rollout of the potential new services. Frimley ICB is delivering the Winter Fit service this winter with Eol currently out to contractors.

Waste campaign.

SCC – videos for young people and community pharmacy service.

Public Health Forum.

#### **West Sussex**

PH meeting 24.10.25 Procurement process discussed, service delivery and new service.

New service – Chlamydia test and treat – confirmed, second meeting held to discuss specification and PGDS. This will start as of April (PGD).

Smoking cessation service spec being updated – no loss of income, but the process is proposed to change.

Requested a review of NHS Healthchecks fees – consumables prices have increased.

PGD Process review.

#### **Brighton**

Chlamydia spec and condoms split into two separate services expected to go live April 26.

Flu Bupa vouchers – update on council staff vaccinations.

Vape vouchers – the service activity has been declining, meetings monthly with the commissioner to discuss how to support delivery.

Possible onboarding of additional pharmacies to deliver SCS, Alex at Public Health meeting with area managers to support sign up as gaps are identified.

#### **East Sussex**

Vapes Pilot service live.

Discussed sexual health offer with commissioner and advised a Chlamydia test and treat service would align with the rest of Sussex PH and this is being considered.

Whole Team Public Health meeting 20.10.25 Simran presented community pharmacy services.

### **General update:**

All commissioners opted to delay decommissioning of EHC until national services up and running (likely Jan for local decommissioning).

Pfizer sponsoring event – Sunday 23<sup>rd</sup> November for planned CPD on Migraines at Sandman. This has been cancelled.

Top-tip one-pagers in progress for all services.

<https://surreysussex.communitypharmacy.org.uk/services/services-newsletters-for-contractors/>.

Funding secured for Pharmacy leaflets from NHS Sussex ICB in ES WS – awaiting the EC service to go live before any further print runs.

Winter Warm event in Horsham – PCN lead attended, and Tina CGL supported both events.

World Pharmacist Day 25<sup>th</sup> September.

Pharmacy Technicians Day 21<sup>st</sup> October.

Burgess Hill health event 2026.

Sussex tobacco delivery group includes all Public Health commissioners and key stakeholders to align tobacco strategy.

East Sussex INT bid – Community Pain Service to East Sussex. MSK Partnership (ESMSK) Hastings and Eastbourne ICT.

The members reviewed the essential service data for DMS (SASH due to go live shortly), Hypertensive case finding and the Pharmacy Contraception service.

### **Pharmacy First:**

Royal Sussex (UHSx) live with Pharmacy First referrals from UTC.

In discussion with ESHT to support UTC referrals, currently in implementation.

QI support.

Increased requests for data.

Surgery training ongoing.

PCN/INT leads continue to have these discussions.

Some practices are opting to use AccuRx for referrals.

PF training videos updated.

Clinical pathways update slides and video produced.

The slides can be found [here](#).

The recording can found [here](#).

### **Smoking cessation service**

#### **Surrey**

Conversations have halted for now, not a priority for Trusts currently.

Will discuss when to pick the conversation up again – limited support from ICB.

#### **Sussex**

UHSx live with referrals, supporting pharmacies signed up to offer SCS. Producing comms to support.

ESHT – Ready to go live 24<sup>th</sup> Nov – comms to follow.

### **Integrated Community Teams (ICTs) Sussex**

INT one-pager created

PCPC workshop at the Amex

GP/CP place meetings

### **Workforce:**

SHL £2600 DPP funding offer continues and extended to March 2026, a further 10 pharmacists can be supported.

25/26 Teach and Treat funding bid submitted for Sussex, awaiting outcome.

Supporting IP queries/applications.

Current Sussex early careers funding– PG Cert (1), Level 4 diploma for PTs (5), CPPE PGD session, vaccination training, Pharmacy First training.

**SHL – secured £30,340 early careers funding for 25/26**

**Sussex – secured £29,140 early careers funding for 25/26**

3 vaccination training days completed (6 sessions).

Pharmacy First training day booked for 30<sup>th</sup> November.

### **Save the Date – Sussex Pharmacy Conference 2026**

We're excited to confirm that the Pharmacy Workforce Conference 2026 will take place on **Saturday 16th May 2026** in Checkland Building, University of Brighton, Falmer Campus.

09:00–16:30 | **Free** to attend | Includes lunch & refreshments.

Join pharmacy colleagues from across all sectors for a day of networking, professional growth, and sharing best practice.

All sessions will count towards your CPD.

### **IP Pathfinder:**

#### **Sussex and Surrey**

Ongoing support for IPs.

Address and resolve any issues as they arise.

Stay informed on national guidance and updates.

Continue regular meetings with the ICB.

Collaborate with the ICB to monitor patient feedback and prescribing activity.

Engage in evaluation activities as required.

### **Fatima Other**

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

#### **Complete**

NHSBSA Audit template doc released

**Org structure chart (ICT, INT, PCN)**

#### **CPCF:**

NHSBSA data accumulation Q1 complete (data fixed)

Can identify pharmacies that didn't meet CPCF targets (Pharmacy First monthly payment threshold not met) & identify gaps for support

Can compare data from other ICBs

Q1 dashboard

### **Eve other**

#### **Surrey Community Pharmacy PCN Leads**

Reinstated monthly PCN Lead Drop-in Sessions across Surrey

Supporting PCN Leads with issues and queries

Successfully recruited into vacant PCN Lead roles

Sharing key updates and messages via WhatsApp for Leads to cascade through their networks

Coordinating and supporting quarterly place-based meetings between ICB and PCN Leads

#### **Surrey Discharge Medicines Service (DMS)**

Continuing to contact contractors with outstanding DMS referrals to support completion

### **Other workstreams**

QI project with GPs

Sponsorship engagement

Produce documents and publish on website as needed, supporting contractors to understand subject matter

INT and PCN lead focused workstream  
Tracking Advanced Services claim data  
CPSS training information  
Top tips for each service  
Service evaluation tool to be updated as required  
Webinars to support CPD

### **7: Frimley ICB – Caroline Martinez**

Members received an update on priorities and ongoing work relating to pharmacy integration. The ambition remains to unlock the potential of community pharmacy services in supporting healthier communities, reducing health inequalities and improving patient outcomes. Funding secured for winter pressures will support digital integration, training and respiratory-related activity. It was noted that the Engagement Lead post for Surrey Heath remains vacant.

The IP sites will continue until 31 March 2026, with five sites currently live. The subsidised medication service model has been submitted to the Medicines Board, and it is anticipated that an EOI will be issued shortly. Members also reviewed the IP consultation data and associated patient data.

### **8: LPC Structure**

Discussion of the current Sussex LPC and Surrey LPC structure in light of the merger of the ICBs to form a Surrey and Sussex ICB from the 1<sup>st</sup> April 2026.

Members were informed that LPC members do not decide whether a merger takes place; their role is to determine whether the proposal should go to a contractor vote. Members discussed the future direction of the LPC.

**Decision:** The members voted not to proceed to the contractor vote on a potential merger of the LPC's.

### **9: CPE Update**

CPE – Expression of Interest: CPE requested an EOI for an IND representative to sit on the committee. Dervis Gurol (Sussex LPC member) was successful. The first committee meeting took place last week, and the conference was held yesterday.

Members received an update from CS and JaP regarding the CPE conference. It was highlighted that while LPC support often focuses on contractors facing challenges, it is also important to support contractors performing well. Discussions included how support could be provided for IPs and ways to increase contractor awareness of LPC activities. It was suggested that CPSS could create a one-page document with bullet points summarising “what we can do for you” and circulate it to contractors.

**Action:** MH to create a “what the LPC can do for you document for circulation.

It was highlighted that community pharmacy is the solution to so many issues.

### **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.

### **11: Market entry**

#### **Awaiting response**

Unforeseen Benefits – Guildford  
Unforeseen Benefits – Thames Ditton  
Unforeseen Benefits – London Road, Guildford  
No Significant Change Relocation – Bookham

### **Notice of removal**

JP has contacted the contractor to offer LPC support should they choose to appeal.

### **12: LPC Members update**

ZS raised that a contractor had requested that drug pricing be addressed and asked whether the LPC could support engagement with Members of Parliament (MPs) on this issue.

**Action:** ZS to ask the contractor to contact JP who can assist with MP engagement.

KH raised a query on behalf of a contractor about another contractor regarding patient nominations. There is a process in place, which involves submitting a complaint with evidence to the ICB. KH will provide feedback on the process to the contractor.

### **13: Sub-Committees Update, (Finance, Governance)**

There was no update from the subcommittees.

### **15: AOB**

CS raised a request from a contractor who had a number of queries regarding prescription direction. A discussion was held on the processes to follow to escalate the issue and the support that the LPC can provide.

Mala requested to attend the February meeting online.

### **16: 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
Thursday 05/02/26	Thursday 05/02/26
Thursday 30/04/26	Wednesday 29/04/26
Thursday 11/06/26	Wednesday 17/06/26
Thursday 24/09/26	Wednesday 30/09/26
Thursday 26/11/26	Wednesday 25/11/26
Thursday 04/02/27	Wednesday 24/02/27

### **Community Pharmacy Surrey & Sussex Executive Committee:**

25<sup>th</sup> March 2026 – 19:30-20:30 Venue Online

### **South East LPCs and Partners (Regional Meeting)**

(Chairs, Vice Chairs to attend)

TBC

### **CPE**

Wednesday 22nd and Thursday 23rd April 2026

Wednesday 24th and Thursday 25th June 2026

Wednesday 16th and Thursday 17th September 2026

Wednesday 18th and Thursday 19th November 2026