



CPG Full-Day Meeting Minutes – 14 May 2026
Hatton Court, Gloucester.

Apologies: Wayne Ryan – CCA (WR).

In Attendance: Etisham Kiani – IN (EK), Andrew Lane- chair (AL), Rebecca Myers – Chief Officer/IPA (RM), Steve Ireland – IPA (SI), Neetan Jain – IND (NJ), Peter Badham – IPA (PB), Nicola Sinclair – CCA (NS), Matt Mollens (MM), Sam Bradshaw- Support Officer (SB), Satwinder Sandha – CCA (SS), Dhiran Vadhia - IND (DV), Will Pearce – Treasurer (WP), Heather Blandford – CCA (HB) and Vas Alafadimos – CCA (VA)
Teams Link.

Guests – None.

Welcome & Introductions

- Reminder of Nolan Principles. No additional declarations of interest.

Minutes from March '26 meeting

- Reviewed and approved for publication.
- Committee requested that minutes are circulated along with action log no later than two weeks after meeting.

Officer's Reports

- Officers' reports for previous 2 months were received and accepted. All reports contained meetings attended and planned.
- AL – updated on meetings to discuss services and support from Pharma opportunities. Possible provider collaborative meeting after discussions with Avon Chair. Shared strategic workshop output attachments for committee to review and share comments before next meeting.
- CPE 'Making a Case' workshop 11th June AL & one other to attend, committee to agree and nominate attendee by 21/05/26.
- RM – Vaccine service opportunities.
- CPG Contractor update, view of committee was monthly meetings maybe too frequent, review after next one and review engagement. Possibly move to bi monthly instead.
- Committee suggested and discussed creating podcasts for contractors to listen to at their own time. Investigate and discuss further.



Budget & Finance

- ICB funding received – MOU to follow, funding for additional Pharmacy Technician places, DPP funding to support IP's and four additional minor illness PGD's.
- Reserves budget – WP presented worked reserves proposal as per CPE guidance, NJ proposed and all CPG members present voted in favour. New reserve agreed at £59,375

Governance & TAPR

- CPG governance plan reviewed and updated
- CPG main action plan reviewed and updated. Items marked as red or amber.
- Actions- rearrange website to put all pharmacy first supporting documents in one place. Develop resources to further support antimicrobial guardianship. Further engagement with contractors not meeting PF thresholds, monitor monthly and provide feedback, try to get feedback from Glevum for performance on HCFS and ABPM delivery and use as case study, promote Daiichi supported hypertension and lipid event. Share more case studies- all committee to do, start working on red actions in plan after new contract announcement. Create or source, and share NMS support resources. When new ICB structure launched update stakeholder mapping. Consider how we could leverage links with Age UK to deliver some VCSE integrated working. continue social media engagement work.
- CPG skills gap analysis/training needs, form to be completed by all committee and officers, NS distribute form by 21/05/26 and CPG to complete by 31/05/26, Governance subcommittee to review completed forms and present summary of results to CPG with suggestions via email before July Meeting.
- Officers Timesheets to be kept in Teams Folder and completed by 21st of each month.

Pharmacy First & Service Delivery

- Reviewed CPE PFS data dashboard (Jan data).
- PB commented that 7 Badham Pharmacies are not meeting thresholds for last month, we need to look at new services but we should be concentrating on improving existing services.
- WP suggested that SB visit Pharmacies that are doing well with PFS, look at processes and share good practice.
- MDS - Pharmacies have been in contact regarding ICB MDS guidance and interpretation from Surgeries requesting that existing patients are assessed. CPG agreed that statement from CPG referring to ICB guidance and suggested actions should be created. Rm to write and SB can send out when contacted.



- Check triage tools used at Surgeries with LMC, would be helpful to understand how Pharmacies are presented for selection (Postcode, nominated etc.).
- Training events – private Obesity and travel clinics suggested by committee. RM to investigate with Lily and Valneva
- NHS 111 referrals – PB shared some examples of ‘inappropriate’ referrals from NHS111- seeing NHS111 making suggestions that Abx can be supplied from pharmacy for patients referred, RM requested evidence to support, then arrange meeting with DoS Team to discuss.
- ICB requested that CPG discuss how we action complaints about individual pharmacies. CPG agreed to reinforce to ICB that CPG cannot deal with individual complaints but we can encourage contractors to follow service specifications and contact CPG for support. There appears to be a need for quality of service to be improved in several services- need to increase % of ABPM conversions, contraception target to convert EHC to regular contraception, quality of clinical notes still to improve. Recent newsletter focused on quality.

Concession Prices

- Discussion on Concession prices and SSP's far too late in month, the time taken to source stock, meds are back in stock as soon as concession price announced so must be available at the wholesalers. RM to email CPE with committee concerns. Ask LMC to notify Surgeries to be mindful that this is causing financial hardship to pharmacies.

Workforce: PCN Leads & Technicians

- New PCN Leads recruited to fill vacancies, MM to share with SB contact details for new leads so PCN page on CPG website can be updated. also include a small information section.
- PCN Leads monthly meetings, RM requested that a CPG Officer be included in the meetings MM to invite RM & SB to future meetings.
- ICB focus for PCN leads is CTAP applications, new PGD's and Pharmacy Contraception uptake.

Contractual Matters

- JHoots : Waitrose now open. Minor contractual changes noted.
- SI reminder that supplementary hours applications will be required for Boxing day this year, RM to include as next newsletter article.



CPE & CPPE Updates

- None given due to Government contractual negotiations and neither Sian Retallick or James Wood being unavailable.

Any Other Business

- CCA questions asked by VA.
- CCA have created a dashboard for service data, CPG to review and decide if worth paying for.
- C-Card Service – Pharmacies no longer funded for supply of condoms. Condoms can be ordered free of charge, reminder added in latest Newsletter – RM to email GCC to explain that CPG can not support non funded services for Contractors - PCOG- RM and NJ are attending PCOG meeting for first time. Both to attend initial meeting and then post-meeting to work out cost and value of 2 attendees.

Next Meetings

- July 8th (evening remote- reduced agenda so will need to agree this carefully), September 10th, November 12th. May need interim meeting when contractual announcements are made.