



**Community
Pharmacy**
**Staffordshire &
Stoke-on-Trent**

Annual Report and Financial Statements

1st April 2025 – 31st March 2026

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INTRODUCTION

Community Pharmacy Staffordshire & Stoke-on-Trent Local Pharmaceutical Committee (LPC) is the statutory body representing community pharmacy contractors within the geographical area of the Staffordshire & Stoke-on-Trent ICB (Integrated Care Board) and both Staffordshire and Stoke-on-Trent Health and Wellbeing Boards.

The LPC constitution sets out the role and duties of the LPC that include:

- ✓ Representing their contractors in local and national consultations relevant to pharmacy contractors; making representations to NHS England, Integrated Care Systems, Health and Wellbeing Boards and Community Pharmacy England.
- ✓ Providing support, resources, and guidance to pharmacy contractors, such as advice on contract compliance and monitoring, market entry and other locally commissioned services.
- ✓ Promotion and development of local pharmacy through local public affairs and lobbying to create an environment for community pharmacy to flourish.

It is our vision at the LPC for community pharmacies to become an integral and equal partner in the health and care landscape for the benefit of patients and the public. It is our mission to provide leadership to community pharmacies across Staffordshire and Stoke-on-Trent, promoting and developing local pharmaceutical services in partnership with commissioners while representing the best interests of local pharmacy contractors and patients. The LPC negotiates and discusses pharmacy services with commissioners and is available to give advice to community pharmacy contractors and others wanting to know more about community pharmacy. To find out more about your LPC or to discuss how, as a pharmacist or as a pharmacy team member, you may be able to assist or join the LPC, please contact Tania on taniacork@cpstaffsstoke.org.uk

WHO WE ARE

Our committee members

In the year ending 31st March 2026, our committee had 12 members who were nominated or elected to represent their sector:

5 independent contractors, elected by peers

2 members nominated by IPA (Independent Pharmacies Association - formerly AIMp)

5 members nominated by CCA (Company Chemists Association)

Visit our [Meet the team](#) website page to view the full list of current committee members.

Our team

Chief Operating Officer – [Dr Tania Cork](#)

Services Engagement Manager – [Lee Ison](#)

Administration Assistant and Treasurer – [Andrea Hawkins](#)

Data Analyst, IT Support and GDPR Support – [Gillian Mason](#)

ACKNOWLEDGEMENTS

We would like to extend our sincere thanks to all community pharmacy teams for their unwavering commitment, resilience, and dedication throughout the year. Your continued support for patients and local communities has been exceptional, particularly during a period marked by significant challenges, including financial pressures, medicines shortages, increasing NHS bureaucracy, and workforce constraints. Despite these unprecedented demands, pharmacy teams across the system have continued to go above and beyond, delivering high-quality care and making a real difference to the health and wellbeing of our communities.

The LPC remains fully representative of contractors across Staffordshire and Stoke-on-Trent, and we are immensely grateful to all Committee members for their hard work, expertise, and commitment over the past year. During this period, the LPC has been led by Dr Tania Cork as Chief Operating Officer, with support

from Lucy Dean as Chair, and Lee Ison as Services Engagement Manager, Andrea Hawkins as Administration Support and Treasurer, and Gillian Mason providing IT and Communications support.

We would also like to express our appreciation to Thea Pharmaceuticals and Dean & Smedley Pharmacy for generously providing the use of their boardrooms for LPC meetings throughout the year. Their support has been greatly valued and has contributed significantly to the effective running of the Committee's work.

REPORT FROM THE CHAIR – LUCY DEAN

It has been another busy 12 months for Community Pharmacy Staffordshire and Stoke-on-Trent, ensuring excellent representation for our contractors. As ever, it has been a privilege to lead the committee with the support of our excellent team – Tania, Lee, Andrea and Gillian, alongside our Pharmacy Coaches who worked with us over the last 12 months.

Tania and her team continue to work tirelessly representing our best interests and making sure that community pharmacy, locally, is not forgotten about. Thank you to them all for all that they do.

Over the last 12 months, as the Staffordshire and Stoke-on-Trent ICB clustered with Shropshire Telford and Wrekin ICB (ahead of a merge from April 2027) and wider job cuts across the ICB took place, Tania and Lee have kept tabs on who is staying in the ICB and who is going and made sure that the meeting invitations continue to come through. Their diaries are busier than ever.

Despite Staffordshire and Stoke-on-Trent ICB not being successful in its application to be a pilot Neighbourhood team we have still been invited to meetings about neighbourhoods as some PCNs look to forge their own way in this arena. This is unfunded for the LPC however, this is an excellent opportunity for us and a demonstration of how valuable the networking that Tania and Lee do on our contractor's behalf.

Figures shared with us from the ICB always has Staffordshire and Stoke-on-Trent in the top cohort of ICBs in the Midlands for national pharmacy services numbers. A testament to the work done by Tania, Lee and the coaches in supporting and helping contractors with local GP relationships and service delivery. Thank you as well to you, our contractors, for being so engaged with the pharmacy services offered nationally.

Andrea and Gillian support Tania and Lee with the Backoffice function (so to speak) and for this we are incredibly grateful.

Our meetings are always active and productive, and I am lucky to have the other committee members around me who always come well prepared to meetings and engage in all the topics on the agenda. Ideas

shared are well thought out and there is always good discussion to be had. I always leave meetings feeling upbeat about community pharmacy locally.

We have also been fortunate to be joined by some observers this year. This has been really useful for the LPC, and I hope the observers have felt the same. If any contractor is interested in observing future meetings, please do get in touch with Tania.

The next 12 months marks the last full year of this committee's term with work due to begin in the autumn preparing for LPC elections. Please keep an eye out for communications regarding this.

In the meantime, I will continue to lead the LPC to the best of my ability, always grateful for the team I have around me.

REPORT FROM THE CHIEF OPERATING OFFICER – TANIA CORK

I am delighted to present this year's Annual Report, reflecting on the achievements, challenges, and progress made over the past year. As your Local Pharmaceutical Committee (LPC), we remain steadfast in our commitment to supporting, representing, and advocating for community pharmacy contractors across Staffordshire and Stoke-on-Trent.

The past year has continued to be a challenging one for the sector. Despite ongoing financial constraints, increasing operational pressures, medicine supply issues, and workforce challenges, community pharmacy contractors and their teams have demonstrated exceptional resilience, adaptability, and dedication. Their commitment to delivering high-quality patient care and supporting local communities remains truly remarkable, and we are immensely proud of everything they continue to achieve.

As pressures on the sector continue to grow, our role in supporting contractors has never been more important. Through our work with local and national partners, we strive to ensure that community pharmacies are equipped to deliver sustainable, high-quality services while meeting the evolving healthcare needs of patients. Our focus remains on helping contractors maximise service opportunities, strengthen financial sustainability, and position community pharmacy as an integral part of the wider healthcare system.

Our priorities are guided by the CPSSOT Business Plan, which is available on our [website](#) and sets out our key objectives for the year ahead. We are committed to ensuring that our work reflects the needs of contractors and pharmacy teams, and we actively encourage feedback and engagement to help shape our future priorities.

Throughout the year, CPSSOT has continued to work closely with Staffordshire and Stoke-on-Trent Integrated Care Board (ICB), maintaining strong and constructive relationships with both the Chief Pharmaceutical Officer and the Community Pharmacy Clinical Leads. These partnerships have become increasingly important following the transfer of responsibility for community pharmacy from NHS England Midlands to the ICB.

Regular discussions with the ICB have focused on a broad range of priorities, including Pharmacy First, medicines optimisation, workforce development, digital and IT improvements, medicine supply challenges, and communications. The implementation of Pharmacy First has strengthened these partnerships further, enabling collaborative support for contractors and helping to maximise both the clinical and financial benefits of the service. We have also continued to work alongside the ICB and NHS England to support the successful delivery of other key services, including the Pharmacy Contraception Service, Hypertension Case-Finding Service, New Medicine Service, Discharge Medicines Service, Smoking Cessation Service, and the Independent Prescribing Pathfinder Pilot.

Engagement with contractors and pharmacy teams remains a key priority. Our [website](#) continues to be regularly updated with the latest service information, resources, and sector news. In addition, we distribute newsletters each month and maintain WhatsApp communication channels to ensure contractors and pharmacy teams receive timely and relevant information.

I am fortunate to work alongside an exceptionally committed and engaged LPC Committee. Attendance at meetings remains consistently high, with members actively contributing to discussions and volunteering their expertise to support specific projects, meetings, and workstreams. I would like to express my sincere gratitude to all Committee members for their dedication and commitment, particularly given the demands of their own professional roles.

A special thank you must also go to the CPSSOT staff team, who have continued to go above and beyond in supporting community pharmacy throughout another challenging year. Their professionalism, enthusiasm, and commitment have been invaluable to our work and to the contractors we represent.

Finally, I would like to thank every contractor, pharmacist, pharmacy technician, dispenser, counter assistant, and member of the wider pharmacy workforce across Staffordshire and Stoke-on-Trent. Your dedication, compassion, and professionalism continue to make a profound difference to the health and wellbeing of our communities. You should be immensely proud of the contribution you make every day, and it is a privilege for CPSSOT to represent and support you.

REPORT FROM THE SERVICES & ENGAGEMENT LEAD – LEE ISON

The past year (2025/26) has been another strong year for community pharmacy services across Staffordshire and Stoke-on-Trent. Contractors have continued to embrace the expanding clinical role of community pharmacy, with SSOT remaining one of the stronger areas for service delivery across the Midlands.

Pharmacy First is now firmly embedded within everyday pharmacy practice. Analysis of activity between October 2025 and March 2026 showed a median of 180 consultations per pharmacy, with the highest-performing quarter delivering 251 or more. Our focus has increasingly moved from encouraging participation towards supporting consistent delivery, identifying missed opportunities and strengthening referral pathways with general practice.

The Pharmacy Contraception Service has continued to develop, with a median of 65 consultations per pharmacy over the same period. The expansion of the service provides an important opportunity for community pharmacy to improve access to contraception while reducing demand elsewhere in primary care.

Hypertension Case-Finding remains an important area of activity, with pharmacies completing a median of 130 blood pressure checks and 13 ABPM consultations. Data shows greater variation between pharmacies in this service, particularly around progression to ABPM, and this will remain an area of focus for the LPC.

Alongside national services, we have continued to support locally commissioned services and developments, including substance misuse, palliative care, smoking cessation and the Independent Prescribing Pathfinder, working with commissioners to ensure community pharmacy remains central to local pathways.

A significant part of our work has been the direct support provided to pharmacy teams through our Service Coaches. Pharmacy visits and conversations have helped us understand the barriers behind the data, including workflow pressures, claiming knowledge, referral variation, ABPM capacity and missed opportunities. This intelligence allows us to provide practical support to individual pharmacies while feeding contractor experience back to commissioners and system partners.

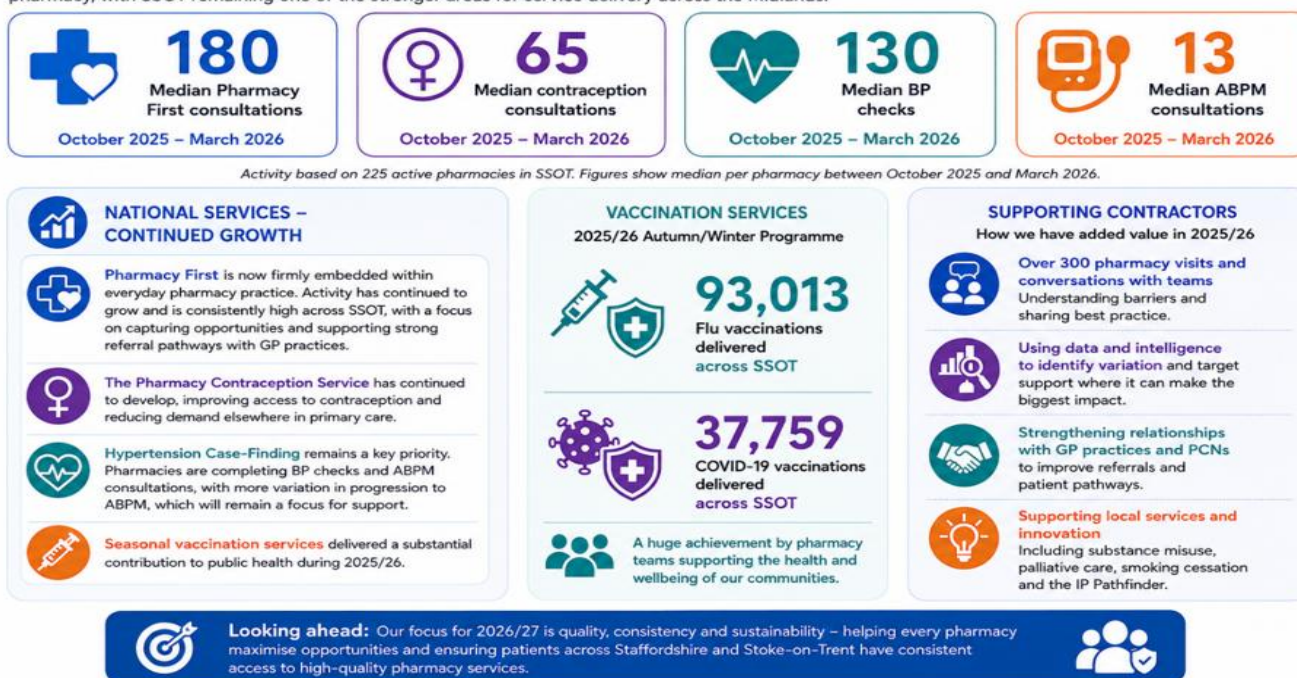
During the year, we have increasingly brought together service activity data and Service Coach intelligence to identify variation and better target our support. This approach will continue to develop during 2026/27, helping us focus resource where it can make the greatest difference.

Looking ahead, our focus is on quality, consistency and sustainability. As community pharmacy takes on an increasingly clinical role, our priority is to help contractors maximise the opportunities available while

ensuring patients across Staffordshire and Stoke-on-Trent have consistent access to high-quality pharmacy services.

SSOT SERVICES AND ENGAGEMENT OVERVIEW

2025/26 has been another strong year for community pharmacy services across Staffordshire and Stoke-on-Trent. Contractors have continued to embrace the expanding clinical role of community pharmacy, with SSOT remaining one of the stronger areas for service delivery across the Midlands.



SUPPORTING THE DELIVERY OF CPCF

Throughout the year, CPSSOT LPC has remained focused on supporting contractors and pharmacy teams to successfully deliver and expand community pharmacy services, while strengthening relationships across the wider health and care system. Recognising the significant financial, operational and workforce pressures facing the sector, we have prioritised practical support to help pharmacies remain resilient, sustainable and able to continue delivering high-quality patient care.

Our approach has centred on providing timely guidance, facilitating collaborative working with key stakeholders and creating resources that enable pharmacy teams to respond confidently to increasing clinical demand. We have also worked to ensure that community pharmacy remains recognised as an accessible and integral part of the NHS, supporting patients closer to home.

During the year, we developed and shared a range of practical tools, guidance and resources to support contractors and pharmacy teams, including:

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- Guidance on managing medicines shortages and supply issues.
 - Resources to support the delivery of the Hypertension Case-Finding Service, including Ambulatory Blood Pressure Monitoring (ABPM).
 - Best practice guidance on blood pressure monitoring and service delivery.
 - Support materials relating to post-payment verification processes.
 - Guidance on implementing reasonable adjustments to improve accessibility and patient experience.
 - Regular service updates, briefings and operational guidance to support contractors with service delivery and contractual requirements.

In addition, we:

- Produced regular contractor communications, newsletters and service updates to keep pharmacy teams informed of local and national developments.
- Delivered targeted service-focused communications and engagement events to respond to contractor queries and emerging issues.
- Used local service data and contractor feedback to inform service improvement discussions with commissioners and stakeholders.
- Responded to a wide range of enquiries from pharmacy teams, general practice, Medicines Optimisation teams, the Integrated Care Board (ICB), NHS England and other system partners.
- Regularly reviewed and updated guidance documents to ensure information remained current, relevant and aligned with national policy.
- Contributed to local service development discussions to ensure the voice of community pharmacy was represented and contractor interests protected.

CPSSOT LPC has continued to work proactively with contractors, commissioners and system partners to address challenges affecting community pharmacy. Where operational issues have arisen, we have acted as an advocate for contractors, ensuring concerns are escalated appropriately and solutions pursued collaboratively.

Our support has included:

- Providing direct assistance and advice to contractors and pharmacy teams.
- Working closely with the ICB, NHS England and Community Pharmacy England to raise and resolve issues impacting service delivery.
- Developing practical guidance and communications for contractors, pharmacy teams and wider healthcare partners.

- Supporting a coordinated, system-wide approach to resolving challenges and improving patient access to services.
- Representing the interests of contractors in discussions relating to service development, funding and operational pressures.

Through this work, CPSSOT LPC has remained committed to ensuring that community pharmacy continues to play a vital role within the local healthcare system while supporting contractors to navigate an increasingly complex and challenging environment.

SUPPORTING THE DELIVERY OF LOCAL SERVICES

Supporting the development and delivery of locally commissioned services has remained a key priority for CPSSOT LPC throughout the year. We have worked closely with commissioners, contractors and system partners to promote consistent service delivery, improve patient access and ensure community pharmacy continues to play a vital role in meeting local healthcare needs.

Our focus has been on helping contractors maximise opportunities presented through commissioned services, supporting service sustainability, and ensuring that the value of community pharmacy is recognised within the wider health and care system. The key highlights are;

- Continued to work collaboratively with Staffordshire and Stoke-on-Trent Integrated Care Board (ICB), local authorities and service commissioners to support the development, delivery and evaluation of locally commissioned services.
- Reviewed local service provision to identify opportunities for service improvement, increased pharmacy participation and future commissioning developments.
- Supported the integration and alignment of local services with national pharmacy programmes wherever possible, helping to reduce variation and improve patient access to care.
- Facilitated engagement between contractors and commissioners to address operational challenges, share best practice and strengthen service delivery.
- Provided guidance and support to contractors on locally commissioned service requirements, helping pharmacies to deliver services safely, effectively and sustainably.
- Worked with commissioners and service providers to manage service developments, transitions and implementation plans, ensuring pharmacy contractors were kept informed and supported throughout.
- Supported contractors with payment and contractual queries, proactively resolving issues and minimising disruption to service delivery.
- Used contractor feedback and service intelligence to inform discussions with commissioners and advocate for the continued development and sustainability of community pharmacy services.

CPSSOT LPC continues to champion the role of community pharmacy in the prevention agenda and the delivery of accessible clinical services closer to patients' homes. Through ongoing engagement with system partners, we have contributed to discussions on future service opportunities, workforce development and the integration of community pharmacy within wider primary care pathways.

Our work in this area ensures that community pharmacy remains well-positioned to support local population health priorities while creating opportunities for contractors to develop clinically focused and financially sustainable services for the future.

INTERGRATED NEIGHBOURHOOD TEAMS (INT)

Community pharmacy across Staffordshire and Stoke-on-Trent continues to play a vital and evolving role in delivering accessible, high-quality healthcare closer to where people live. As the NHS increasingly focuses on prevention, early intervention and care delivered within local communities, community pharmacies are uniquely positioned to support these ambitions through their accessibility, clinical expertise and trusted relationships with patients.

The development of neighbourhood health models presents a significant opportunity for community pharmacy to become further embedded within integrated care pathways. Pharmacies are already delivering a wide range of services that contribute to prevention and population health, including Pharmacy First, the Pharmacy Contraception Service, Hypertension Case-Finding Service, Smoking Cessation Service, New Medicine Service and Discharge Medicines Service. These services enable patients to access care quickly and conveniently, often without the need for an appointment, whilst supporting wider NHS priorities and reducing pressure on other parts of the healthcare system.

Throughout the year, CPSSOT LPC has continued to strengthen its relationships with Staffordshire and Stoke-on-Trent Integrated Care Board (ICB), NHS England, local authorities, Primary Care Networks, GP practices and other healthcare partners. These collaborations have been instrumental in ensuring that community pharmacy is recognised as a key partner in service transformation, medicines optimisation and the delivery of neighbourhood-based care.

Our work has focused on ensuring community pharmacy remains at the heart of local healthcare delivery by:

- Supporting the successful implementation and development of Pharmacy First, working closely with the ICB and system partners to maximise referral pathways and service uptake.

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- Promoting and supporting the expansion of clinical services, including the Pharmacy Contraception Service, Hypertension Case-Finding Service, Smoking Cessation Service and Independent Prescribing Pathfinder Pilot.
 - Representing contractor views within local commissioning and service development discussions to ensure community pharmacy remains a central component of future care models.
 - Encouraging greater integration between community pharmacies, GP practices, Primary Care Networks and neighbourhood teams.
 - Supporting contractors to respond to increasing clinical demand whilst maintaining high-quality, safe and accessible patient care.

Community pharmacy is already deeply rooted within local communities and remains one of the most accessible healthcare settings available to patients. However, realising the full potential of neighbourhood health will require even stronger collaboration between pharmacy teams and wider healthcare partners.

Over the past year, CPSSOT LPC has actively promoted opportunities for greater partnership working, recognising that effective neighbourhood care depends upon strong relationships, shared goals and mutual understanding across the health and care system. Through regular engagement with healthcare leaders and stakeholders, we have helped ensure that community pharmacy's contribution is understood and valued within local plans for service development and transformation.

As independent prescribing and other expanded clinical roles continue to develop, community pharmacy is well placed to play an increasingly important role in managing long-term conditions, supporting prevention programmes and improving access to care for patients.

While opportunities for community pharmacy continue to grow, the sector remains under considerable pressure. Ongoing funding challenges, workforce shortages, increasing operational demands and medicines supply issues continue to impact contractors and pharmacy teams.

CPSSOT LPC has continued to advocate strongly on behalf of contractors, ensuring that these challenges are recognised by commissioners and system leaders. Through our engagement with the ICB, NHS England and other partners, we have worked to raise awareness of the pressures facing the sector whilst promoting the significant value that community pharmacy brings to patients and the wider NHS.

The future of healthcare is increasingly local, integrated and prevention-focused, and community pharmacy has a crucial role to play in delivering that vision. Through strong partnerships, innovative service development and continued contractor engagement, Staffordshire and Stoke-on-Trent is well positioned to maximise the contribution of community pharmacy within neighbourhood health models.

CPSSOT LPC remains committed to ensuring community pharmacy is fully integrated within local healthcare pathways, supporting patients to access care closer to home, reducing health inequalities and improving outcomes for the communities we serve.

Together, we can continue to build a sustainable, clinically focused and thriving community pharmacy sector that remains at the heart of neighbourhood health for years to come.

WEBSITES AND SOCIAL MEDIA

Effective communication with contractors and pharmacy teams remains a key priority for CPSSOT LPC. We use a range of communication channels to ensure contractors have access to timely information, service updates, guidance and resources that support the delivery of high-quality patient care.

Our monthly contractor newsletter continues to provide regular updates on national and local developments, commissioning opportunities, service changes, funding information and LPC activities. The newsletter is distributed directly to pharmacy contractors and pharmacy teams using the contact information held on our database. We encourage all contractors to ensure their contact details remain up to date so they can continue to receive these important communications.

The CPSSOT website remains a central information hub for community pharmacy across Staffordshire and Stoke-on-Trent. Regularly maintained and updated by Gillian Mason, the site provides access to the latest service specifications, Patient Group Directions (PGDs), standard operating procedures, training opportunities, guidance documents, news updates and contractor resources. The website has become an invaluable source of information for pharmacy teams and continues to support contractors in delivering local and national services effectively.

To complement our formal communications, CPSSOT also facilitates two dedicated WhatsApp communication groups. One group is used to share urgent and important updates with contractors and pharmacy teams, whilst the second focuses specifically on service-related information, helping to ensure members receive timely operational updates and opportunities for discussion. These groups continue to provide an effective and responsive way of communicating with the sector and fostering greater engagement across the contractor network.

Through newsletters, digital communications, the CPSSOT website, webinars, contractor engagement events and messaging platforms, we remain committed to ensuring that community pharmacy teams are well-informed, connected and supported in an increasingly fast-changing healthcare environment.

STRATEGIC INFLUENCE AND REPRESENTATION

Community Pharmacy Staffordshire & Stoke-on-Trent LPC aligns with the ICB (Integrated Care Board) area and has continued to work to develop relationships with this organisation. The LPC has ensured strong LPC engagement with SSOT ICB, giving community pharmacy a clear voice in system-wide planning and decision-making. We are actively influencing place-based partnerships and the development of Integrated Neighbourhood Teams, with the view to securing pharmacy's role within local health and care models. In addition, we have represented the views of local pharmacy contractors in all relevant consultations, helping to shape both local services and national policy in ways that support patient care and contractor sustainability.

During the year, Community Pharmacy Staffordshire & Stoke-on-Trent (CPSSOT) LPC represented community pharmacy contractors and pharmacy teams on a wide range of local, regional and national committees, boards and working groups, including:

- Staffordshire & Stoke-on-Trent Integrated Care Board (ICB) Pharmacy and Medicines Optimisation Groups
- Joint Medicines Management and Optimisation Committees
- Community Pharmacy Clinical Leads (CPCL) Forums
- Pharmacy First Implementation and Oversight Groups
- Midlands Regional Community Pharmacy Networks
- Community Pharmacy England Midlands Regional Meetings
- LPC Chief Officers and Chairs' Networks
- Community Pharmacy Midlands Meetings
- Integrated Neighbourhood Team (INT) and Neighbourhood Working Development Groups
- Primary Care Development and Integration Programmes
- Controlled Drugs Local Intelligence Network (CD LIN)
- Workforce Development and Training Groups
- Independent Prescribing Pathfinder Pilot Steering Group
- Hypertension Case-Finding Service Working Groups
- Pharmacy Contraception Service Development Groups
- Smoking Cessation Service Development Groups
- Discharge Medicines Service (DMS) Engagement Groups
- Community Pharmacy Digital and IT Groups
- ICB Communications and Engagement Forums
- Staffordshire County Council Public Health Pharmacy Groups
- Stoke-on-Trent City Council Public Health Pharmacy Groups

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- Pharmaceutical Needs Assessment (PNA) Steering Groups
 - Health and Wellbeing Board Engagement Meetings
 - Patient Safety and Clinical Governance Groups
 - Healthwatch Engagement Events
 - Community Pharmacy Contractor Forums
 - NHS England Community Pharmacy Engagement Events
 - Local Professional Network (LPN) Engagement Meetings
 - Regional Service Development and Commissioning Workshops

CPSSOT has also actively contributed to discussions and workstreams relating to:

- Neighbourhood Health and NHS 10-Year Plan implementation.
- Pharmacy First service development and GP referral pathways.
- Independent Prescribing and future clinical services.
- Medicines shortages and supply resilience.
- Population health and prevention initiatives.
- Community pharmacy integration within primary care and neighbourhood teams.
- Digital transformation and interoperability across healthcare services.
- Workforce recruitment, retention and professional development.
- Local and regional commissioning priorities.

COMMITTEE MEETING AND ATTENDANCE

The committee met face-to-face on six occasions. The morning sessions are used for committee members to work on their subgroup tasks with the main LPC business taking place in the afternoon. The committee does not meet during August and December. All contractors are welcome to attend any LPC meetings as an observer and if they wish to do so, please contact Tania Cork.

The Committee Membership remained relatively stable. The Committee consists of twelve committee members, 5 Independent Contractors, 2 IPA members and 5 Company Chemist Contractors (CCA). Members are elected or appointed by contractors in accordance with the LPC Constitution. All existing and new LPC members and Officers have signed a copy of our Code of Conduct and Accountability agreement with Declarations of Interests. Members adhere to the corporate governance principles adopted by the committee. Declarations of interests are always checked at the beginning of each LPC meeting.

Your LPC has continued to be active in attending regional and national CPE events, some virtually and some face-to-face. Finally, LPC members and officers have attended and reported on national events such as LPC Chief Officers' and Chairs' meetings and LPC Conference.

Several guests and contractor observers were invited to parts of meetings of the Committee. Attendance is indicated on the minutes published after each meeting, on the LPC website <https://cpstaffsstoke.org.uk/>

In line with previous years, we have published individual member's attendance to the committee meetings. Please see the treasurer's statement within this annual report.

FINANCE REPORT – ANDREA HAWKINS

Finance Report 2025/26

Community Pharmacy Staffordshire and Stoke-on-Trent LPC is funded through a statutory levy, which NHS England, administered through the NHS Business Services Authority (NHSBSA), is empowered to deduct from payments made to community pharmacy contractors. The levy is currently set at £22,660 per month. Most LPCs across England also operate on the basis of a fixed levy income.

LPC Reserves

Community Pharmacy England recommends that LPCs maintain reserves at a level they consider sufficient to support the continued operation of the Committee in the event of unforeseen circumstances. The Balance Sheet for 2025/26 shows a year-end surplus, and the Committee is satisfied that the level of reserves held provides an appropriate contingency while remaining within Community Pharmacy England's recommended guidelines.

Levy Review

The Committee reviewed the revised LPC Expenses Policy presented by the Finance Subgroup. Following consideration, it was unanimously agreed that there would be no increase to the levy, ensuring that the Committee continues to provide the best possible value for contractors while maintaining financial stability.

Annual Accounts

The accounts cover the activities of Community Pharmacy Staffordshire and Stoke-on-Trent LPC for the period 1 April 2025 to 31 March 2026.

The financial statements have been prepared and independently examined by Dains Accountants Limited, Albion House, Etruria Office Village, Forge Land, Stoke-on-Trent, and are attached separately to this report

All expense claim forms, invoices, and supporting documentation are available for inspection at LPC meetings. These documents may be viewed by contractors on request. Should you wish to examine any supporting documentation, please contact Andrea Hawkins at andrea.hawkins@cpstaffsstoke.org.uk.

MEMBER	CATEGORY	14 th May	25 th June	10 th Sept	12 th Nov	21 st Jan	11 th March
Lucy Dean (LD) Chair	IPA	P	P	P	P	P	P
Raj Morjaria (RM) Vice Chair	independent	P	P	P	P	½ day	A
Chris Ward (CW)	CCA	P	A	A	P	A	P
Jeet Patel (JP)	CCA	P	P	1/2 day	P	P	P
Indy Grewal (IG)	Independent	A	P	A	P	P	A
Lee Ison (LI) – Services Manager	Independent	P	1/2 day	P	P	P	P
Eleanor Cogan (EC)	CCA	P	P	P	P	P	A
Alex Zahorodhyj (AZ)	CCA	P	P	A	P	R	R
Rafat Tabar	CCA	N/A	N/A	N/A	N/A	P	P
Helen Watton (HW)	IPA	P	A	A	P	P	P
Hema Morjaria (HM)	Independent	A	P	A	P	P	2hrs
Ashwin Patel	CCA	A	A	P	P	½ day	P
Rahul Sharda	Independent	P	P	P	P	P	P
Gillian Mason (GM) (IT Support Officer)	Officer	N/A	N/A	N/A	N/A	N/A	N/A
Tania Cork (TC) Chief Operating Officer	Officer	P	P	P	P	P	P
Andrea Hawkins (AH) Treasurer	Officer	P	P	A	P	P	P

P Present / A Apologies for absence / Absent X / R Resigned/ S sick/ N/A Not applicable * Member unable to attend all or part of meeting due to attendance at a meeting elsewhere on behalf of the CP on the same day