Community Pharmacy Leicestershire & Rutland
Committee Agenda
6th February 2026 09:00-13:00
(Virtual)

Time	Item	Owner
9:00	Welcome & Housekeeping Vision, Mission & Values of CPL&R Declarations of Interest Approval of Minutes for meeting held in Dec 2025	VP
09:15	**Community Pharmacy Clinical Lead** Paul Gilbert	PG
09:45	**Treasurer's Report** Altaf Vaiya	AF
10:00	**Chief Officer's Report** Rajshri Owen	RO
10:30	**Northants LPC Update** Executive Committee	All
10:50	**Comfort Break**	
11:00	**CPE Regional Update** Lindsey Fairbrother	LF
11:30	**CPE** James Wood	JW
12:30	**Sub Committee Updates** Governance HR Digital Contracts	ALL
12:45	**AOB** **EMPCT** **Contractor concerns** CCA update IPA update	ALL
13:00	Meeting End	

Attendees

Viral Patel (VP), Rajshri Owen (Chief Officer), Paul Gilbert (NHS Leicester, Leicestershire and Rutland ICB), Altaf Vaiya (Treasurer), Lindsey Fairbrother (CPE), James Wood (CPE), Nadia Jethwa (NHSPHARMACY), Shoaib Haji (NHSPHARMACY), Rahul Patel (NHSPHARMACY), Satyan Kotecha (NHS England), Vinay

Welcome & Housekeeping

The meeting began with Viral Patel welcoming the attendees and expressing gratitude to the Chief Officer, Vinay, and the Executive Committee for their continued efforts. He highlighted the importance of reflecting on CPL&R's Vision and Mission, which focus on advancing community pharmacy through leadership, representation, and innovation. The Vision is to engage, empower, and inspire contractors, commissioners, and patients to integrate community pharmacy into the wider healthcare system. The five strategic pillars, which include engagement and influencing, contractor support, pharmacy services, financial resources, and governance, were also discussed. Viral emphasized the committee's ongoing efforts to work within these pillars and strengthen the organization’s core values.

The declaration of interest and payment forms were shared via chat, and all members were encouraged to complete them promptly to ensure timely payments. The minutes from the previous meeting in December 2025 were then approved without any objections.

Community Pharmacy Clinical Lead

Paul Gilbert provided an update on the community pharmacy clinical landscape and changes within the Integrated Care Board (ICB) structure. He explained that the 45-day consultation period for clustering with Northamptonshire was currently underway. Although some elements of the collaboration may remain separate initially, the long-term goal is for all teams to work together within the LNR approach. Paul also discussed the community pharmacy transformation within the ICB, which remains integral to the organization’s strategy. He also provided updates on staffing changes and the evolving roles within the ICB to support these changes.

Treasurer’s Report

Altaf Vaiya presented the Treasurer's report, focusing on the financial status of CPL&R and the need for better tracking of financial resources. Altaf reminded committee members to complete the forms required for accurate payment processing, which is essential for maintaining smooth operations within the organization.

Chief Officer’s Report

Rajshri Owen followed with the Chief Officer’s report, emphasizing the importance of efficient communication and collaboration with contractors. She highlighted the challenges of ensuring that community pharmacy services remain integrated within the larger healthcare system and outlined ongoing projects aimed at improving service delivery. She also stressed the importance of continued contractor engagement, particularly in light of the structural changes and evolving responsibilities within the ICB.

Northants LPC Update

The Executive Committee then provided an update on the Northamptonshire Local Pharmaceutical Committee (LPC), which is in the process of integrating with the broader ICB structure. The committee discussed the potential challenges of merging Northamptonshire with Leicestershire and Rutland, particularly in terms of timelines and contractor engagement. The formal consultation process was acknowledged, and it was noted that this would affect contractor participation and the planning of future events.

Comfort Break

The meeting took a brief comfort break from 10:50 to 11:00.

CPE Regional Update

Lindsey Fairbrother shared the latest regional update on Continuing Professional Education (CPE). Lindsey highlighted new training opportunities and regional workshops aimed at enhancing community pharmacy staff capabilities.

CPE

James Wood further elaborated on the future direction of CPE, discussing the new training modules and their anticipated impact on community pharmacy services.

Sub-Committee Updates

Sub-committee updates followed, with Governance focusing on improving transparency and accountability within CPL&R. The HR sub-committee shared updates on staffing, policy changes, and employee engagement strategies. The Digital sub-committee highlighted advancements in technology, while the Contracts sub-committee discussed ongoing negotiations with suppliers and strategies for securing favorable terms for the organization.

Any Other Business (AOB)

The meeting concluded with a discussion of any other business, including contractor concerns regarding payment delays and inefficiencies in the referral system. Updates from the CCA and IPA were provided, with a focus on new initiatives and policy changes that could affect the local pharmacy landscape.

Meeting End

The meeting ended at 13:00, with members encouraged to continue engaging in ongoing initiatives and providing feedback for future improvements.