

# Agenda

<b>Location:</b>	<b>Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 0TS</b>
<b>Date:</b>	<b>Starting at 9.30am prompt – Wednesday 16<sup>th</sup> November 2022</b>

Time Specific Agenda Items					
Time	Duration	Purpose	Paper Ref	Action	Lead
1.15pm	90 mins	<b>WY PRIMARY CARE AND MEDICINES OPTIMISATION UPDATE</b> <ul style="list-style-type: none"> <li>Primary Care – West Yorkshire Commissioning Team – Dawn Ginns</li> <li>Primary Care – Debbie Robinson - Calderdale</li> <li>Medicines Optimisation – Claire Kilburn - Bradford</li> </ul>	Papers to follow T22-11.01 T22-11.02 T22-11.03	Standing Item	AC

**Morning break 10.50am - 11am \*\* Lunch 12.30pm – 1.15pm \*\* Afternoon break 2.45pm - 2.55pm**

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
1.	<b>WELCOME &amp; APOLOGIES</b> i. Apologies have been received from Adeel Sarwar.		Standing Item	Chair
2.	<b>COMMITTEE GOVERNANCE</b> i. Members are asked to note the contents of the LPC Code of Conduct and inform the Chair of any changes to their Declarations of Interests ii. Competition Law Compliance Guidelines iii. Attendance list from previous meetings	F22.11-01  F22.11-02 F22.11-03		Chair
3.	<b>MEETING OBJECTIVES</b> <ul style="list-style-type: none"> <li>What are our objectives for this meeting? <ul style="list-style-type: none"> <li>CPWY</li> <li>Individual</li> </ul> </li> </ul>		Standing Item	Vice Chair
4.	<b>MINUTES OF LAST MEETING</b> Minutes to be checked for accuracy and then approved.	F22.11-04	Standing Item	Chair
5.	<b>MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES</b>	F22.11-04	Standing Item	RB
6.	<b>RISK REGISTER</b>	F22.11-05	Discussion	DB
7.	<b>PSNC UPDATE</b> <ul style="list-style-type: none"> <li>PSNC meeting update: <a href="https://psnc.org.uk/psncs-work/the-latest-from-psnc/psnc-meetings/">https://psnc.org.uk/psncs-work/the-latest-from-psnc/psnc-meetings/</a>  PSNC blog: <a href="https://psnc.org.uk/blog/">https://psnc.org.uk/blog/</a></li> </ul>		Standing Item	DB
8.	<b>LPN UPDATE</b>	F22.11-06 To follow	Standing Item	MH
9.	<b>CPWY TEAM UPDATES</b> Agenda item for questions or clarifications. <ul style="list-style-type: none"> <li>Services Update <ul style="list-style-type: none"> <li>Data Report</li> </ul> </li> <li>Operations Update</li> <li>PCN Update <ul style="list-style-type: none"> <li>PQS 2022-23 Action Plan</li> <li>PCN Lead Development Day Feedback</li> <li>PQS 2023 Workplan</li> <li>Contractor Support Workplan</li> </ul> </li> <li>CEO Update</li> </ul>	F22.11-07a F22.11-07b F22.11-08 F22.11-09a F22.11-09b F22.11-09c F22.11-09d F22.11-09e F22.11-10		RB

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
10.	<b>CONTRACT APPLICATIONS &amp; AMENDMENTS UPDATE</b> • Update Report	F22.11-11	Standing Item	Chair
11.	<b>TREASURER'S UPDATE</b> • Finance Report – Operational • Finance Report – Services	F22.11-12a F22.11-12b	Standing Item	DB
12.	<b>REGIONAL MEDICINES OPTIMISATION COMMITTEE (NORTH)</b> No update has been received.		Standing Item	RB
13.	<b>COMMITTEE MEMBER BLOG</b> • Updated timetable for information ▪ October - Sab Shah ▪ November – Faisal Ali ▪ December – Abbas Bashir	F22.11-013	Standing Item	RB
TRANSFORMING PHARMACY REPRESENTATION (TAPR) PROGRAMME				
14.	<b>TAPR – LEVY CHANGE AND ANALYSIS</b>	F22.11-14	Discussion	Office rs
15.	<b>TAPR – STOCKTAKE</b> **Document must not be shared outside of CPWY meeting**	F22.11-15	Discussion	Office rs
16.	<b>TAPR – STRUCTURE AND ICB FOOTPRINT</b>	F22.11-16	Discussion	Office rs
17.	<b>TAPR – LPC SIZE</b>		Decision	Office rs
18.	<b>TAPR – EFFICIENT AND EFFECTIVE WITH FINANCES</b>		Discussion	Office rs
19.	<b>TAPR – COMMITTEE SIZE</b>		Decision	Office rs
20.	<b>TAPR – LEVY</b>		Decision	Office rs
21.	<b>TAPR – CONSTITUTION</b>		Decision	Office rs
22.	<b>REMUNERATION OF OFFICERS</b>		Decision	CB & RB
23.	<b>CONTRACTOR ITEMS</b> • None received		Standing Item	Chair
24.	<b>MEMBERS ITEMS</b> • None received		Standing Item	Chair
25.	<b>CCA REPORTING QUESTIONS</b> • Responsibility to complete		Standing Item	Chair
26.	<b>ANY OTHER BUSINESS</b>		Standing Item	Chair
27.	<b>MEETING OBJECTIVES</b> • Review objectives set at beginning of the meeting		Standing Item	Vice Chair
28.	<b>PROPOSED MEETING DATES 2023/24</b> • Wednesday 17th May 2023 • Wednesday 19th July 2023 • Wednesday 20th September 2023 • Wednesday 15th November 2023 • Wednesday 17th January 2024 • Wednesday 20th March 2024		Decision	Chair
29.	<b>FUTURE MEETING DATES</b> Meetings will be held at the Village Hotel, Leeds South from 9.30am on: • Wednesday 18 <sup>th</sup> January 2022 • Wednesday 15 <sup>th</sup> March 2023		Information	Chair

FINANCE & PERFORMANCE SUBCOMMITTEE – CLOSED SESSION				
Item	Purpose	Paper Ref	Action	Lead
30.	MINUTES OF THE LAST MEETING	C22.11-01	Standing Item	RB
31.	<b>APPLICATIONS CONSIDERED BY EMAIL BETWEEN MEETINGS</b> (for information only) <ul style="list-style-type: none"> <li>Humaira Bhatti – LS7 4JQ – Distance Selling ASa declared an interest in this application and took no part in the decision-making process for the CPWY response.</li> <li>Cohen’s Chemist - Castleford Pharmacy – Consolidation</li> </ul>		Standing Item	RB
32.	<b>APPLICATIONS TO CONSIDER</b> <ul style="list-style-type: none"> <li>Zaimra Limited HD6 3TR – Relocation               <ul style="list-style-type: none"> <li>Proposed response</li> </ul> </li> </ul>	C22.11-02a To follow	Standing Item	RB
33.	DSP ASSURANCE PROCESS	C22.11-03		RB
34.	RISK MATRIX	C22.11-04	Standing Item	RB
35.	<b>BUNDLE CHECK</b> Yes	C22.11-05	Standing Item	RB
36.	APPLICATIONS SUPPORT		Discussion	RB