

Agenda

Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 0TS
Date:	Starting at 9.30am prompt – Wednesday 18th January 2023

Time Specific Agenda Items					
Time	Duration	Purpose	Paper Ref	Action	Lead
1.15pm	90 mins	WY PRIMARY CARE AND MEDICINES OPTIMISATION UPDATE <ul style="list-style-type: none"> Primary Care – West Yorkshire Commissioning Team – Dawn Ginns Primary Care – Parveen Akhtar - Bradford Medicines Optimisation – Helen Foster - Calderdale 	To follow T23.01-01 T23.01-02 T23.01-03	Standing Item	AC
3pm	60 mins	PHARMACY WORKFORCE Liam Stapleton (Metaphor Development Ltd) <ul style="list-style-type: none"> Developing the pharmacy workforce report 	T23.01-04		

Morning break 11am – 11.15am ** Lunch 12.30pm – 1.15pm ** Afternoon break 2.45pm - 3pm

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
1.	WELCOME & APOLOGIES i. No apologies have been received.		Standing Item	Chair
2.	COMMITTEE GOVERNANCE 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	F23.01-01 F23.01-02 F23.01-03		Chair
3.	MEETING OBJECTIVES <ul style="list-style-type: none"> What are our objectives for this meeting? <ul style="list-style-type: none"> CPWY Individual 		Standing Item	Vice Chair
4.	MINUTES OF LAST MEETING Minutes to be checked for accuracy and then approved.	F23.01-04	Standing Item	Chair
5.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	F23.01-04	Standing Item	Chair
6.	CONTRACTOR PRESSURES <ul style="list-style-type: none"> Feedback around current pressures and issues impacting community pharmacy. 		Discussion	Chair
7.	RISK REGISTER	F23.01-05	Discussion	DB
8.	PSNC UPDATE <ul style="list-style-type: none"> PSNC meeting update: https://psnc.org.uk/psncs-work/the-latest-from-psnc/psnc-meetings/ PSNC blog: https://psnc.org.uk/blog/ PSNC launches new political influencing campaign: https://psnc.org.uk/wp-content/uploads/2022/11/four-point-plan-web.pdf 		Standing Item	DB
9.	LPN UPDATE	To follow F23.01-06	Standing Item	MH
10.	CPWY TEAM UPDATES Agenda item for questions or clarifications. <ul style="list-style-type: none"> Services Update 	F23.01-07a		AH

This meeting will be recorded to ensure that the minutes and/or actions are accurate. All recordings will be held securely and will be deleted once the minutes and/or actions have been written. If you have any concerns over the recording of the meeting, please notify the Chair prior to or at the start of the meeting.

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
	<ul style="list-style-type: none"> Data Report Work and Prioritisation Plan Operations Update PCN Update Contractor Support Workplan PQS Workplan 	F23.01-07b F23.01-07c F23.01-08 F23.01-09a F23.01-09b F23.01-09c		KK PW
11.	CONTRACT APPLICATIONS & AMENDMENTS UPDATE <ul style="list-style-type: none"> Update Report 	F23.01-10	Standing Item	Chair
12.	TREASURER'S UPDATE <ul style="list-style-type: none"> Finance Report – Operational Finance Report – Services 	F23.01-11a F23.01-11b	Standing Item	DB
13.	COMMITTEE MEMBER BLOG <ul style="list-style-type: none"> Timetable for information <ul style="list-style-type: none"> January – David Broome February – Mohammed Hussain March – Adeel Sarwar 	F23.01-012	Standing Item	Chair
14.	CONTRACTOR ITEMS <ul style="list-style-type: none"> None received 		Standing Item	Chair
15.	MEMBERS ITEMS <ul style="list-style-type: none"> None received 		Standing Item	Chair
16.	CCA REPORTING QUESTIONS <ul style="list-style-type: none"> Responsibility to complete 		Standing Item	Chair
17.	ANY OTHER BUSINESS		Standing Item	Chair
18.	MEETING OBJECTIVES <ul style="list-style-type: none"> Review objectives set at beginning of the meeting 		Standing Item	Vice Chair
19.	FUTURE MEETING DATES Meetings will be held at the Village Hotel, Leeds South from 9.30am on: <ul style="list-style-type: none"> Wednesday 15th March 2023 Wednesday 17th May 2023 Wednesday 19th July 2023 Wednesday 20th September 2023 Wednesday 15th November 2023 Wednesday 17th January 2024 Wednesday 20th March 2024 		Information	Chair

FINANCE & PERFORMANCE SUBCOMMITTEE – CLOSED SESSION				
Item	Purpose	Paper Ref	Action	Lead
20.	MINUTES OF THE LAST MEETING	C23.01-01	Standing Item	Chair
21.	DSP ASSURANCE PROCESS <ul style="list-style-type: none"> For members information. Not for sharing outside this meeting. 	C23.01-02	Information	Chair
22.	APPLICATIONS CONSIDERED BY EMAIL BETWEEN MEETINGS (for information only) <ul style="list-style-type: none"> South Milford Services Ltd, LS25 4AR – Unforeseen Benefits 		Information	Chair
23.	APPLICATIONS TO CONSIDER <ul style="list-style-type: none"> None outstanding 		Standing Item	Chair
24.	RISK MATRIX	F23.01-05	Standing Item	DB
25.	BUNDLE CHECK For information	C23.01-03	Standing Item	Chair

This meeting will be recorded to ensure that the minutes and/or actions are accurate. All recordings will be held securely and will be deleted once the minutes and/or actions have been written. If you have any concerns over the recording of the meeting, please notify the Chair prior to or at the start of the meeting.