

Agenda

Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 0TS
Date:	Starting at 9.30am prompt – Wednesday 15th November 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 Commissioning - Anna Ladd PCS Update - Ruth Buchan Service Facilitator Update - Amanda Smith and Neelam Tariq Medicines Optimisation – Helen Foster – Calderdale 	T23.09-01 & 02 (Combined) T23.09-03 v2 T23.09-04	Standing Item	Chair

Papers T23.09-01, T23.09-02, T23.09-04, will be circulated when these are received.

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 <ul style="list-style-type: none"> New CCA appointed members: <ul style="list-style-type: none"> Paula Walczewska (Boots) Peter Walker (Rowlands) Attending as Observer <ul style="list-style-type: none"> Vicki Roberts – Community Pharmacy South Yorkshire CEO No apologies have been received. 		Standing Item	Chair
2.	COMMITTEE GOVERNANCE <ol style="list-style-type: none"> 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 Competition Law Compliance Guidelines Attendance list from previous meetings 	F23.11-01 F23.11-02 F23.11-03		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.	F23.11-04	Standing Item	Chair
5.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	F23.11-04	Standing Item	Chair
6.	CPE UPDATE <ul style="list-style-type: none"> PSNC meeting update: https://cpe.org.uk/our-work/about-us/our-meetings/ LPC Conference Update 		Standing Item	DB
7.	CPWY TEAM UPDATES Agenda item for questions or clarifications. <ul style="list-style-type: none"> Services Update <ul style="list-style-type: none"> Data Report Operations Update PCN Update <ul style="list-style-type: none"> Development Strategy CEO Update <ul style="list-style-type: none"> DND/Waste Service 	F23.11-05a F23.11-05b F23.11-06 F23.11-07a F23.11-07b F23.11-08a F23.11-08b	Standing Item	Chair
8.	GPMplus – MENTORING SERVICE <ul style="list-style-type: none"> Video Presentation 	F23.11-09	Information	Chair

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Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
9.	CONTRACT APPLICATIONS & AMENDMENTS UPDATE – For Information <ul style="list-style-type: none"> Update Report 	F23.11-10	Standing Item	Chair
10.	TREASURER'S UPDATE <ul style="list-style-type: none"> Finance Report – Operational Finance Report – Services 	F23.11-11a F23.11-11b	Standing Item	DB
11.	RISK REGISTER	F23.11-12	Discussion	DB
12.	CONTRACTOR ITEMS <ul style="list-style-type: none"> None received 		Standing Item	Chair
13.	MEMBERS ITEMS <ul style="list-style-type: none"> 		Standing Item	Chair
14.	CCA REPORTING QUESTIONS <ul style="list-style-type: none"> Responsibility to complete 		Standing Item	Chair
15.	ANY OTHER BUSINESS <ul style="list-style-type: none"> None received 		Standing Item	Chair
16.	PROPOSED DATES FOR 2024-25 <ul style="list-style-type: none"> Wednesday 15th May 2024 Wednesday 17th July 2024 Wednesday 18th September 2024 Wednesday 13th November 2024 Wednesday 15th February 2025 Wednesday 19th March 2025 			
17.	MEETING OBJECTIVES <ul style="list-style-type: none"> Review objectives set at beginning of the meeting 		Standing Item	Vice Chair
18.	FUTURE MEETING DATES Meetings will be held at the Village Hotel, Leeds South from 9.30am on: <ul style="list-style-type: none"> Wednesday 17th January 2024 Wednesday 20th March 2024 		Information	Chair

FINANCE & PERFORMANCE SUBCOMMITTEE – CLOSED SESSION				
Item	Purpose	Paper Ref	Action	Lead
19.	MINUTES OF THE LAST MEETING	C23.11-01	Standing Item	Chair
20.	APPLICATIONS TO CONSIDER <ul style="list-style-type: none"> Living Care Pharmacy WF1 1TT – Relocation <ul style="list-style-type: none"> Proposed Response 	C23.11-02a C23.11-02b	Standing Item	Chair
21.	RISK MATRIX	F23.11-12	Standing Item	DB

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