


Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 OTS
Date:	Starting at 9am prompt – Wednesday 20 th March 2024 – Half Day Meeting
<p>This meeting is being sponsored by Sanofi who have had no input into the agenda.</p> 	

Time Specific Agenda Items					
Time	Duration	Purpose	Paper Ref	Action	Lead
10am	40 mins	WY PRIMARY CARE AND MEDICINES OPTIMISATION UPDATE <ul style="list-style-type: none"> Primary Care Commissioning – Anna Ladd Medicines Optimisation – Claire Kilburn – Bradford (via Zoom) – paper to follow. 	T24.03-01 T24.03-02	Standing Item	Chair
12.10pm	15 mins	MEETING SPONSOR <ul style="list-style-type: none"> Wiqas Khan – Sanofi 			

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
1.	WELCOME & APOLOGIES Apologies have been received from Abbas Bashir, William Chapman and Paula Walczewska.		Information	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 	F24.03-01 F24.03-02 F24.03-03	Information	Chair
3.	MINUTES OF LAST MEETING Minutes to be checked for accuracy and then approved.	F24.03-04	Discuss	Chair
4.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	F24.03-04	Discuss	Chair
5.	SPECIAL MEETING OF CONTRACTORS <ul style="list-style-type: none"> New Constitution 		Information	CB
6.	CPE UPDATE <ul style="list-style-type: none"> PSNC meeting update: https://cpe.org.uk/our-work/about-us/our-meetings/ 		Information	DB
7.	CPWY TEAM UPDATES Item for questions or clarifications. <ul style="list-style-type: none"> Services Update Operations Update PCN Update <ul style="list-style-type: none"> Pharmacy First – PCN Communication Plan and Record 	F24.03-05 F24.03-06 F24.03-07a F24.03-07b	Information	Chair
8.	CEO UPDATE Item for questions or clarifications. <ul style="list-style-type: none"> CEO Update <ul style="list-style-type: none"> Pharmacy First Workplan 	F24.03-08a F24.03-08b	Information	CEO
9.	CONTRACT APPLICATIONS & AMENDMENTS UPDATE <ul style="list-style-type: none"> Update Report 	F24.03-09	Information	Chair
10.	TREASURER'S UPDATE <ul style="list-style-type: none"> Finance Report – Operational Finance Report – Services Budget 2024-25 Proposal 	F24.03-10 F24.03-11 F24.03-12	Information Discussion	DB
11.	CONTRACTOR ITEMS <ul style="list-style-type: none"> None received 		Discussion	Chair

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
12.	MEMBERS ITEMS From Adeel Sarwar <ul style="list-style-type: none"> • PharmOutcomes Issue <ul style="list-style-type: none"> ▪ How it impacted many contractors. How we prevent it happening again. Are all issues now resolved for contractors? Was NHSE aware? Why was there no support or leadership from NHSE? 		Discussion	Chair
13.	CCA REPORTING QUESTIONS <ul style="list-style-type: none"> • Responsibility to complete 		Discussion	Chair
14.	ANY OTHER BUSINESS <ul style="list-style-type: none"> • None received 		Discussion	Chair
15.	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 May 2024 • Wednesday 17th July 2024 • Wednesday 18th September 2024 • Wednesday 13th November 2024 • Wednesday 15th January 2025 • Wednesday 19th March 2025 		Information	Chair

FINANCE & PERFORMANCE SUBCOMMITTEE – CLOSED SESSION				
Item	Purpose	Paper Ref	Action	Lead
18.	MINUTES OF THE LAST MEETING	C24.03-01	Discuss	Chair
19.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	C24.03-01	Discuss	Chair
20	APPLICATIONS TO CONSIDER <ul style="list-style-type: none"> • None 		Discuss	Chair