

Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 OTS
Date:	Starting at 9.30 am prompt – Wednesday 13 th November 2024

Time Specific Agenda Items				
Time	Duration	Purpose	Paper Ref	Lead
11am	20 mins	WY ICB CHIEF PHARMACIST – David Smith <ul style="list-style-type: none"> Introduction and vision of Chief Pharmacist role. 		Chair
11am	60 mins	WY PRIMARY CARE AND MEDICINES OPTIMISATION UPDATE <ul style="list-style-type: none"> Medicines Optimisation – Claire Kilburn (Bradford) Primary Care Commissioning – Anna Ladd & Ruth Buchan 	Papers to follow.	Chair
1.15pm	15 mins	MEETING SPONSOR <ul style="list-style-type: none"> Aspire Pharma Limited – Karen Wade 		Chair
1.30pm	60 mins	GP SESSION – Dr Philip Xiu <ul style="list-style-type: none"> GP Perspective on Pharmacy First Designated Prescribing Practitioner (DPP) 		Chair

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
1.	WELCOME & APOLOGIES <ul style="list-style-type: none"> Welcome Seif Agag, trainee pharmacist, attending as an observer. Apologies have been received from Abbas Bashir. Sally Stokell has resigned from the committee. CPWY Rules of Engagement 	F24.11-01	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 	F24.11-02 F24.11-03 F24.11-04	Information	Chair
3.	MINUTES OF LAST MEETING Minutes to be checked for accuracy and then approved.	F24.11-05	Discuss	Chair
4.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	F24.11-05	Discuss	Chair
5.	CPE UPDATE <ul style="list-style-type: none"> PSNC meeting update: https://cpe.org.uk/our-work/about-us/our-meetings/ 		Information	DB
6.	LPC/CPE CONFERENCE UPDATE		Information	Chair
7.	CPWY TEAM UPDATES Item for questions or clarifications. <ul style="list-style-type: none"> Services Update Operations Update PCN Update CEO Update 	F24.11-06 F24.11-07 F24.11-08a,b,c F24.11-09	Information	Chair
8.	CONTRACT APPLICATIONS & AMENDMENTS UPDATE <ul style="list-style-type: none"> Update Report 	F24.11-10	Information	Chair
9.	TREASURER'S UPDATE <ul style="list-style-type: none"> Finance Report – Operational Finance Report – Services 	F24.11-11 F24.11-12	Information	DB
10.	CONTRACTOR ITEMS <ul style="list-style-type: none"> None received. 		Discussion	Chair
11.	MEMBERS ITEMS <ul style="list-style-type: none"> None received. 		Discussion	Chair

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
12.	CCA REPORTING QUESTIONS <ul style="list-style-type: none"> Responsibility to complete 		Discussion	Chair
13.	ANY OTHER BUSINESS <ul style="list-style-type: none"> None received 		Discussion	Chair
14.	POTENTIAL DATES FOR 2025/26 <ul style="list-style-type: none"> Confirm venue for future meetings Proposed dates for 2025/26 meetings: <ul style="list-style-type: none"> Wednesday 21st May 2025 Wednesday 16th July 2025 Wednesday 17th September 2025 Wednesday 19th November 2025 Wednesday 21st January 2026 Wednesday 18th March 2026 		Information	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 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	C24.11-01	Discuss	Chair
19.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	C24.11-01	Discuss	Chair
20.	APPLICATIONS TO CONSIDER <ul style="list-style-type: none"> None to consider 		Discuss	Chair
21.	RISK REGISTER REVIEW	C24.11-02	Discuss	Chair
22.	2023 AGM MINUTES <ul style="list-style-type: none"> To approve 	C24.11.03		Chair

This meeting is being sponsored by Aspire Pharma Limited who has no influence on the agenda or its topics and will be supporting the meeting by having a 15 min slot on the agenda to discuss their promoted products.

