



Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 OTS
Date:	Starting at 9.30 am prompt – Wednesday 19th March 2025
 This meeting is being sponsored by Theramex and Pfizer UK who have had no input into this agenda. 	

Time Specific Agenda Items				
Time	Duration	Purpose	Paper Ref	Lead
12.15pm	15 mins	MEETING SPONSOR • Theramex – Claire Holmes		Chair
1.15pm	15 mins	MEETING SPONSOR • Pfizer UK – Stephen Doyle and Rosamund Wainwright-Baker		Chair
1.30pm	60 mins	WY PRIMARY CARE AND MEDICINES OPTIMISATION UPDATE • Medicines Optimisation – Helen Foster (Calderdale) • WY ICB Chief Pharmacist – David Smith • Primary Care Commissioning – Anna Ladd (Paper to Follow)	T25.03-01 T25.03-02	Chair
2.45pm	20 mins	PHARMACIST SUPPORT • Anne Cawdron and Bob Dunkley		Chair

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
1.	WELCOME & APOLOGIES • Welcome • CPWY Rules of Engagement	F25.03-01	Information	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	F25.03-02 F25.03-03 F25.03-04	Information	Chair
3.	MINUTES OF LAST MEETING Minutes to be checked for accuracy and then approved.	F25.03-05	Discuss	Chair
4.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	F25.03-05	Discuss	Chair
5.	CPE UPDATE • CPE meeting update	F25.03-06	Information	DB
6.	CPWY TEAM UPDATES Item for questions or clarifications. • Services Update • PCN Update • Operations Update • CEO Update	F25.03-07a&b F25.03-08 F25.03-09 F25.03-10	Information	Chair
7.	CONTRACT APPLICATIONS & AMENDMENTS UPDATE • Update Report	F25.03-11	Information	Chair
8.	TREASURER'S UPDATE • Finance Report – Operational • Finance Report – Services • Budget 2025-26 (Paper to follow)	F25.03-12 F25.03-13 F25.03-14	Information	DB
9.	RISK REGISTER	F25.03-15	Information	Chair
10.	CONTRACTOR ITEMS • None received.		Discussion	Chair

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
11.	MEMBERS ITEMS • None received.		Discussion	Chair
12.	CCA REPORTING QUESTIONS • Responsibility to complete		Discussion	Chair
13.	ANY OTHER BUSINESS		Discussion	Chair
14.	FUTURE MEETING DATES Meetings will be held at the Village Hotel, Leeds South from 9.30am on: • Wednesday 21 st May 2025 • Wednesday 16 th July 2025 • Wednesday 17 th September 2025 • Wednesday 19 th November 2025 • Wednesday 21 st January 2026 • Wednesday 25 th March 2026		Information	Chair

FINANCE & PERFORMANCE SUBCOMMITTEE – CLOSED SESSION				
Item	Purpose	Paper Ref	Action	Lead
15.	MINUTES OF THE LAST MEETING	C25.03-01		
16.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	C25.03-01		
17.	APPLICATIONS TO CONSIDER There are no outstanding applications to consider.			
18.	RISK REGISTER	C25.03.02	Discuss	Chair

This meeting is being sponsored by Theramex and Pfizer UK who have no influence on the agenda or its topics and will be supporting the meeting by having 15 min slots on the agenda to discuss their promoted products.
Thank you for your sponsorship.

