

## WELSH PHARMACY BOARD

Minutes of the meeting held Thursday, 5 February 2015 at 2 Ash Tree Court, Cardiff  
Gate Business Park, Cardiff, CF23 8RW

### OPEN BUSINESS

#### Present

Richard Evans (Vice Chair)	Gareth Holyfield
Paul Harris	Lynwen Jones
Jodie Williamson	Rob Davies
Jodine Fec	Phil Parry
Suzanne Scott-Thomas	

#### In attendance

Jocelyn Parkes, Director for Wales; Ross Gregory, Health Policy Analyst; Elen Jones, Principal Policy Advisor; Cynthia Langeveldt, Local Relationship Development Manager (LRDM)(part); Ash Soni, RPS President; Charles Willis, Head of Public Affairs; Neal Patel, Head of Corporate Communication (part).

#### Guest

Joanne Kember, Gogledd Cymru North Local Practice Forum (LPF) and Helen Lewis, Aneurin Bevan Local Practice Forum (LPF)

#### Apologies

Mair Davies, Wendy Davies, Helen Gordon, Angela Grant

#### 15/01 Welcome & Introduction

The Vice chair, Richard Evans opened the meeting and welcomed Board members, guests, LPF Observers and staff, to the Welsh Pharmacy Board (WPB) meeting.

Director for Wales announced that Richard Evans has been awarded with a RPS Fellowship and congratulated Richard for his achievement.

#### 15/02 Apologies for absence,

Apologies were received from Helen Gordon (Chief Executive Officer) and Board members, Mair Davies (Chair) and Wendy Davies and staff, Angela Grant.

#### 15/03 Declaration of Interest

Item 15.02/WPB/03 was circulated for Board to note. Board members were reminded that as part of the governance process, each member should notify the Director for Wales of any amendments to their register of interest.

**15/04 Minutes of the Open Business of the Welsh Pharmacy Board meeting held on 25 September 2014**

The Welsh Pharmacy Board received and **approved** the minutes of the open business meeting (item 15.02/WPB/05) held on 25 September 2014 and confirmed it as a true record of the meeting. The approval was supported by Phil Parry and seconded by Jodine Fec.

**15/05 Matters arising from the minutes not specifically included in the agenda**

Item 14/84 – 14.61b – Board discussed the terms used within RPS for ‘Early Year pharmacist’ and/or ‘Recently Qualified pharmacist’. The Welsh Pharmacy Board agreed that ‘Recently qualified’ will be the term used for our early years pharmacist member groups and each group can decide on a local name for the group if required.

**Action**

Item 14/84 – 14/67 - GP cluster are now called primary care clusters. Minister has indicated £70million investment, £10million to primary care, resulting in proposed £100,000 per cluster. The wording ‘clinical pharmacist’ is used in primary care cluster documents – the minister has a vision for what this role will be, but there is a potential risk with this term and it is not a term we currently recognise as all pharmacists are clinical pharmacists. Need to ensure community pharmacy is engaged and included in discussion. Suggested that ‘Advanced practitioner’ may be a better term.

Board members suggested that RPS may need to support the clusters with a pharmacist framework. There were strong feeling that there needs to be fair representation for community pharmacy in the clusters not a Local Health Board (LHB) pharmacist.

The Welsh Pharmacy Board agreed that there is a need to keep a watching brief, pro-active policy development needed. The board would like to see more leadership development for pharmacists – a new leadership framework is to be launched by the RPS which could help this. High level support through LPF would be the board’s preference.

Item 14/90 – The Director for Wales reported that following a meeting with Russell Goodway of Community Pharmacy Wales, they have agreed to form a united front with RPS for pharmacy.

Item 14/95 – in respect of the review of the Advisory Structure for Health, it was noted that the Minister of Health is currently reflecting on the Welsh structure and it is likely to continue for a further two to three years.

**15/06 Call for any other business**

There were no any other business items to report.

## 15/07 Leadership in Wales

### 15/07.i Business Plan 2015

The Welsh Pharmacy Board **noted** paper 15.02/WPB/08 detailing the 2014 business plan activity report and summary of 2015 business plan.

The board reflected on the 2014 business plan and thanked the staff for achieving so much.

Board went on to discuss the followings;

- Faculty news – Chief Pharmacists have committed to lead by example and encourage colleagues to undertake the journey. Thanks to Hannah Wilton for supporting the engagement.
- LPFs are back up and running and are producing strong events.
- Information regarding Discharge Medicines Reviews (DMR) in older people will be announced soon – keep a watch on this
- IT developments – the Director for Wales and Paul Harris gave an overview of how the electronic transfer of discharges is proposed to work, ensuring consent is obtained from patients and an audit tool in place to allow this work. Information will not be stored on the PMR.
- The board had a conversation about the KPIs set for LPF in the 2015 plan. It was suggested that we would use webinar software more to help facilitate Powys, also members that reside on the border of England and Wales could be invited to attend more events across the border.

The Welsh Pharmacy Board **agreed** the followings;

- i) The Board would find it beneficial to have a demonstration of the electronic transfer of discharge system.
- ii) The board are happy for the 2015 business plan to be shared with LPF provided the KPIs are taken out.
- iii) The board would also like a faculty item on the agenda for the next board meeting.

### **Actions**

## 15/08 Chair update

Board was asked to note the Chair's report paper

It was stated that the Chair has shown excellent commitment to getting pharmacy recognised.

RCN and RPS – first draft to be completed by Ross and shared with the board when ready.

## 15/09 President's Brief

Ash Soni, RPS President briefed the Board on the recent RPS activities and Board noted paper 15.02/WPB/10.

A discussion was had on the use of the title 'vice president' – the board have no issue with this term and can see the benefits of having this title to support the GB work that Ash is undertaking. The Welsh Board supports the use of the title.

PLBB – the development of this new board will hopefully facilitate greater GB working, allowing further trust and relationships to be built between the three GB countries. It will help to facilitate decisions regarding policy which should be created at board level.

In a recent meeting with MHRA they stated that they will be more transparent in the future about reclassification decisions. The RPS is now a key player in the reclassification process.

The BMA and GPC are now recognising that the pharmacy profession can be key to helping their work.

Westminster briefing – Doctors, nurses and Pharmacists mentioned – real opportunities arising for the profession

#### **15/10 Membership Engagement update**

Board was asked to note the updates and activities outlined in paper 15.02/WPB/11.

The success of dementia friends in Cwm Taf was shared and Jo Kember added that she can now support rolling dementia friends out in North Wales.

Cynthia Langaveldt updated the Board. Board stated that we need to carefully consider how to engage with non-members to ensure they know what's going on in RPS, without giving away access to too many events for free.

Recently qualified pharmacist groups are going well

Faculty action sets are being developed.

Roger Walker has agreed to speak at the research and development event

The governance for LPF is to be reviewed

Board members and LPF members have requested more information about who their LPF members are – Jocelyn confirmed that the names of members can be shared but not contact details currently.

Bank charges issues were raised; this is now being looked at by finance.

Ash offered to come to any LPF or university etc to support and meet members. The stronger the RPS becomes as an organisation the more that needs to be covered hence why the vice president title will be helpful to support Ash.

#### **15/11 Consultation updates and key policy statements formed by consultation responses**

Board noted paper 15.02/WPB/12 on the recent consultation responses submitted in Wales and GB wide.

The GB policy Team intends to deliver 2 to 3 key pieces of pro-active policy within the next 12 months. These policies will need to be strategic statements, reflecting current pharmacy issues that are important to our members and providing

leadership across all three countries. While having a GB focus they will need to take into account any country specific issues as required. The board are asked to discuss and agree three key GB policy areas that the board would like to pro-actively progress in 2015

After much discussion the three key titles were agreed –

1. Harnessing the clinical skills of pharmacists
2. Pharmacist independent prescribers
3. Medicines shortages (how to deal with it)

The policy team is seeking advice and feedback from all three Boards to help establish a consensus on a final short list of key policy areas for attention. The board agreed that once the 3 issues are confirmed and agreed by each Board, the policy team should contact members of the Boards and help to create a database of members with special interest in order to help guide the policy development process.

The board were also asked to consider whether we need Welsh documents for any of the country specific policy titles that are currently in place on the website. The board chose the following 4 as their priorities

1. Pharmacist and GP surgeries
2. Care Homes
3. IM&T
4. Long term conditions

*Raj Aggarwal, FRPharmS OBE DL joined the Welsh Pharmacy Board meeting and the President, Ash Soni took the opportunity to present Raj with RPS fellowship certificate.*

#### **15/12 National Pharmacy Board Elections**

Board noted paper 15.02/WPB/13 outlining the National Pharmacy Board Election for 2015.

#### **15/13 RPS Conference**

Board noted paper 15.02/WPB/14.

The board expressed that they would like to have the opportunity to meet up with the English and Scottish board members before the conference and have team development time.

The Board believed that there should be themes to the conference and break out debated would be interesting for members, question time style debate with the CPO's

The Welsh Pharmacy Board suggested themes include – Prudent Health, Your care, Your medicines, MTED, primary care clusters and antimicrobial issues.

**Action**

#### 15/14 **Public Affairs Update**

The Board was presented with paper 15.02/WPB/15, an updated on the development of manifesto messages for the 2016 elections to the National Assembly for Wales. Ross Gregory gave an overview of the work that the public affairs steering group have been doing over the last quarter. The steering group came up with three key themes;

- i) Prevent ill health and improve public wellbeing
- ii) Make every patient encounter with the NHS count
- iii) Innovate to meet patient expectations differently

Under point 2 from the paper, the Board would like to see more information about vaccinations as well as smoking and obesity etc.

Under point 3 the Board would like to see more information about research and development.

The Board was happy with the way things are progressing with the manifesto. They stated that the current document is excellent for pharmacists but weren't sure it was direct enough for politicians. Charles Willis, Head of Public Affairs and Ross Gregory reassured the Welsh Board that once the content is decided on they would repackage the wording for different audiences.

#### 15/15 **RPS Corporate Communications Update**

Neal Patel, Head of Corporate Communications updated the Board on the recent Corporate Communication activities and brief them on the GB public awareness campaign.

The Board discussed the current English campaigns and Neal Patel gave the Board advice on how to take forward a campaign. The Board were very interested in finding out more and getting involved in more campaign work, but no decisions were made about the way forward for the Welsh Board.

#### 15/16 **Prudent Pharmacy**

The Board stated that caution is needed so that we don't get too involved in the agenda, we have our own agenda and policies which may be underpinned by prudent but using our own language.

The Welsh Pharmacy Board **agreed** to keep a watching brief on this.

**Action**

#### 15/17 **Matters to Report**

The Welsh Pharmacy Board noted the papers that were presented as matters to report;

- i) RPS Professional Standards Update
- ii) Museum and Library update
- iii) Leadership Development Framework Update
- iv) Science and Research Update
- v) Faculty Update
- vi) Foundation programme
- vii) Notes of weekly teleconferences – *circulated on Friday emails*

**15/18 Any Other Business**

Board was asked to consider the Queen's Garden Party invite that was circulated via Friday email to the Board. Suzanne Scott-thomas and Gareth Holyfield has expressed interest and their name will be forwarded to the central theme.

**15/19 Key Messages from meeting**

The Welsh Pharmacy Board confirmed the following key messages for publication in Pharmaceutical Journal and the RPS website.

- i) The Welsh Pharmacy Board Public Affairs steering group agreed to focus on three key themes of for the manifesto message for the 2016 election to the National Assembly for Wales. The there key themes are as follows;
  - Prevent ill health and improve public wellbeing
  - Make every patient encounter with the NHS count
  - Innovate to meet patient expectations differently
  
- ii) In support of the three key GB policies, the Welsh Pharmacy Board considered the need to have Welsh specific policy documents and agreed to the following four key policy areas as their priority for 2015
  - Pharmacist and GP surgeries
  - Care Homes
  - IM&T
  - Long term conditions
  
- iii) The Welsh Pharmacy Board were in support of the RPS GB public awareness campaign and would like to explore on how best to take forward campaign work in Wales.

The Open part of the business meeting closed at 4.15pm

**Next meeting:**

WPB Working Day – 11 March 2015 (tbc)

WPB Meeting – 30 April 2015