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**ENGLISH PHARMACY BOARD**

Meeting to be held on Wednesday 25<sup>th</sup> January 2012 from 9.00-15.30 in the  
5<sup>th</sup> floor Dining Room at the RPS, 1 Lambeth High Street, London, SE1 7JN

Confidential Business will be held from 9.00-10.15  
Open Business will be held from 10.15 – 15.30

**Agenda**

**Open Business**

1. **Welcome & introductions (10.15)**

Ryan Hamilton- President, BPSA  
Khalid Ahmed - Greater Manchester LPF

2. **Apologies**

Shilpa Gohil and Graeme Stafford

**For noting**

3. **Declaration of Interests** – Paper 12.01/EPB.01 circulated

4. **Minutes from the EPB meeting held on 7<sup>th</sup> October 2011**

Previous minutes circulated as paper 12.01/EPB.02

**Matters arising not specifically included on the Agenda (10.25)**

Previous actions circulated as paper 12.01/EPB.03

**For noting and decision**

**Process for 2012 National Pharmacy Board Elections (10.25– 10.30)**

Paper 12.01/EPB.04 is circulated for Board members to note and to agree on all  
current board members standing down.

**For noting**

**Public Affairs & Communications Updates(10.30 – 11.00)**

Updates on Public Affairs (including decriminalisation of dispensing error, medicines shortages and falsified medicines) and Corporate Communications (including responsible pharmacist report and symposium) circulated as 12.01/EPB.05 and 06 (*Staff Leads; Charles Willis, Head of Public Affairs and Neal Patel, Head of Corporate Communications*)

**Local Practice Forum update (11.00 – 11.15)**

Update circulated as 12.01/EPB.07 and annual returns for each LPF in England as per the Governance Handbook 2011/12 (page 8) comprising 2 page reports on activity and summary of income, expenditure and funds held circulated as paper 12.01/EPB.08 with appendices for noting by the English Pharmacy Board (*Staff Lead: Howard Duff, Director for England*).

**Marketing and membership update (11.15- 11.30)**

Membership and marketing verbal update (*Staff lead: Patrick Stubbs, Director of Marketing and Membership*)

**Public Health Forum (11.30 – 11.35)**

A verbal update will be given. The next meeting of the Public Health Forum is still to be arranged. (*Staff Lead: Helen Gordon, Chief Executive*)

**Lack of pre-registration places over next 3 or 4 years**

Information paper circulated as 12.01/EPB/09 for the English Pharmacy Board to note (*Staff Lead: Chris Johns, Workforce development consultant*)

**For discussion**

**Virtual Networks (11.45 – 12.00)**

Draft strategy document for 2012 - “*How to involve members in England*” – circulated as paper 12.01/EPB.10 (*Board Lead; Catherine Armstrong, Staff Lead, Michael Bonne, Networks Manager*)

**Future of the NHS (12.00 – 13.00)**

Presentation by Professor Steve Field, Chair of the Future Forum, on the work of the Future Forum and how it relates to government policy.

**LUNCH (13.00 – 13.40)**

**For discussion**

**IM&T (13.40 – 13.55)**

The IM&T workplan is circulated as paper 12.01/EPB/11 for approval by the English Pharmacy Board and agreement is sought on the priority areas for activity in 2012. A verbal update on EPS user group will be included – (*Board Lead: Sultan "Sid" Dajani, Staff Lead: Heidi Wright, England Practice and Policy Lead*)

**For noting**

**5. NHS Institute/SHM/RPS – Project on development of support tools to assist conversations between health care professionals (13.55 – 14.10)**

Verbal update on this programme of work and next steps (*Staff lead: Howard Duff, Director for England*)

**6. EPB business plan for 2012 (14.10 – 14.40)**

The English Pharmacy Board is to receive a progress update on the plan for 2012 circulated as paper 12.01/EPB.12 (*Staff Lead: Howard Duff, Director for England*)

**16.1** The English Pharmacy Board to approve the statements of strategic intent in relation to the RPS vision for the next 3 – 5 years as agreed at their Working Day on 24<sup>th</sup> January 2012 tabled as paper 12.01.EPB.13

**7. Waste Project (14.40 – 14.45)**

To receive a verbal update from Catherine Armstrong on the "Waste Project"

**8. PGEU (14.45 – 15.00)**

Update on PGEU including the memorandum of understanding circulated as paper 12.01.EPB.14 (*Board Lead: Sultan "Sid" Dajani and Staff Lead: Charles Willis, Head of Public Affairs*)

**9. Consultations and Policy (15.00 – 15.10)**



### 19.1 Consultations:

Consultations completed since last EPB meeting:

- Consolidation and review of UK medicines legislation: Public consultation MLX 375 – submitted 17 Jan 2012
- Cost effectiveness and efficiency in health professional regulation : A call for ideas – submitted 19 Jan 2012

Consultations ongoing at the time of publication

- Draft regulations under the Health Act 2009: Market entry by means of pharmaceutical needs assessments and quality and performance – to be submitted 27 Jan 2012
- Implementing a 'Duty of Candour'; a new contractual requirement on providers – to be submitted 31 Jan 2012
- Consultation on potential new indicators for the 2013/14 Quality and Outcomes Framework (QOF) – to be submitted 6 Feb 2012
- Transposition of the Pharmacovigilance Directive – closing date is 28 Feb 2012

### 19.2 Policy

EPB members are asked to note the three areas of GB wide policy development for 2012 and the suggested process for policy development circulated as paper 12.01.EPB.15. (*Staff Leads: Howard Duff, Director for England and Heidi Wright, English Practice and Policy Lead*)

## 10. Any other Business (15.10 – 15.20)

EPB members should inform the Secretary in writing at least 48 hours before the meeting of any matter that is to be raised under *Any other Business*.

### For Decision

## 11. Agree Key messages (15.20 – 15.30)

English Pharmacy Board to agree key message for the website (*Staff leads: Neal Patel, Head of Corporate Communications and Howard Duff, Director for England*)

## 12. Dates of next meetings for 2012



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|                                |                                    |
|--------------------------------|------------------------------------|
| EPB Board meeting              | Wednesday 18 <sup>th</sup> April   |
| EPB induction and planning day | Wednesday 27 <sup>th</sup> June    |
| EPB board meeting              | Thursday 28 <sup>th</sup> June     |
| EPB working day                | Tuesday 16 <sup>th</sup> October   |
| EPB Board meeting              | Wednesday 17 <sup>th</sup> October |

*Board Members please note: All of the above dates are to be diarised. Board meeting dates are firm dates but Working Days will only be used at the discretion of the Chair.*