

# **ROYAL PHARMACEUTICAL SOCIETY**

## Minutes of the meeting of the English Pharmacy Board - Open business

**Minutes of the meeting held at 24<sup>th</sup> June 2020 virtually by ZOOM.**

### **Present**

Claire Anderson (Chair)  
Sibby Buckle  
Sandra Gidley  
Thorrun Govind  
Mahendra Patel  
Tracey Thornley  
Andre Yeung

Martin Astbury (Vice Chair)  
David Carter  
Brendon Jiang  
Hemant Patel (left at 10.35)  
Duncan Petty  
Ash Soni

### **Guests**

Sue Kilby  
Sean Brennen  
Gill Hawskworth  
Mohammed Hussain  
Darren Powell  
Jatinder Harchowal  
Nahim Khan

Industrial Pharmacists' Forum  
BPSA, treasurer  
RPS in West Yorkshire  
RPS Member  
NHS Digital  
Hospital Expert Advisory Group  
RPS in Greater Manchester

### **In Attendance**

Paul Bennett  
Robbie Turner  
Ravi Sharma  
Gail Fleming  
Luigi (Gino) Martini  
Heidi Wright  
John Lunny  
Sarah Cahill  
Amandeep Doll  
Annamarie McGregor  
Corrinne Burns  
Yvonne Dennington

Chief Executive  
Director for Pharmacy and Member Experience  
Director for England  
Director of Education and Professional Development  
Chief Scientist  
Practice and Policy Lead for England  
Public Affairs manager  
RPS Clinical Fellow  
Inclusion and Diversity Co-ordinator  
Head of RPS Locals (GB)  
Pharmaceutical Journal, RPS correspondent  
Business Manager, England

### **20/44 Welcome and Introductions**

The Chair welcomed all to the meeting and asked people to introduce themselves and to use the chat facility or show the hand symbol if they wished to speak or contribute.

The Chair thanked the staff for the hard work over the preceding months and said that it had been well recognised by the members, non members, other health organisations and ministers. The RPS was now returning to some business critical issues whilst retaining a Covid Response Team to deal with Covid related issues.

The Director for England thanked the board for all of their hard work during this time.

Gill Haworth (RPS member) declared an interest as a visiting fellow lecturer at Huddersfield University and as a CPPE Tutor.

Hemant Patel declared an interest as a member of the NPA Board.

#### **20/45 Apologies**

No apologies were received

#### **20/46 Declaration of Interests**

**The English Pharmacy Board noted the updated paper 20.06/EPB.03.** Board members were reminded to send in any amendments to their declarations to Yvonne Dennington and were also asked to state, in the interests of best practice, any declared interest at the start of the discussion to which it relates. Amendments to interests were noted.

#### **20/47 Minutes of the meeting held on 29 April 2019**

There were no open minutes to review for the meeting in April as all business was conducted in confidential business.

#### **20/48 Matters arising not specifically included on the Open Business Agenda**

There were no matters arising.

#### **20/49 Appointment of two English Pharmacy Board Members to the Assembly**

Ravi Sharma, Director for England, took the chair for this item.

Alison Douglas, the Governance Manager and Company Secretary, was present to oversee the on-line voting procedure.

**The English Pharmacy Board noted** paper 20.06.EPB.04 and appendix.

Nominations were called in accordance with (amended) Appendix C of the Regulations. The first two nominations below were received in advance of the meeting, the other two were received at the meeting. Four nominations were received in total.

| <b>Nomination</b> | <b>Proposer</b> | <b>Seconder</b> |
|-------------------|-----------------|-----------------|
| Thorrun Govind    | Self nominated  | Andre Yeung     |
| Mahendra Patel    | Self nominated  | Martin Astbury  |
| Ash Soni          | Self nominted   | Martin Astbury  |
| Andre Yeung       | Self Nominated  | Brendon Jiang   |

The four nominees declared their interests as per amended paper 20.06.EPB.03 with the following updates:

Ash Soni – is no longer the President of the RPS and this should be removed from his interests.

The four nominees were invited to make a speech of no more than two minutes. All nominees made a two minute speech.

RS

read out the process to be followed for the on-line ballot, held via a platform set up by Mi-Voice (the RPS Scrutineers). He emphasised that all members voting should either cast their vote or complete the box for abstaining to vote. Board members confirmed that they understood the process.

A secret ballot (on-line) was held and board members were asked to cast up to two votes for two Assembly members, or to abstain.

**Thorrun Govind** and **Andre Yeung** were appointed to the Assembly for a two year tenure.

The successful candidates were invited to make a short speech.

Thorrun Govind thanked board members and said she was looking forward to working together.

Andre Yeung thanked Board members, including Ash and Mahendra for their work on the Assembly, and was looking forward to working with everyone.

The results of the Assembly appointments will be published.

**Action:** The two new members of Assembly will be informed of dates of Assembly meetings.

*Claire Anderson returned as the Chair and paused the meeting for a 5 minute break.*

## **20/50 COVID and New Normal**

**The English Pharmacy Board** noted paper 20.06.EPB.05

RS introduced this item with a short slide presentation illustrating the highlights of the COVID programme. Board members receive weekly updates on this work and these will continue. There has been a considerable amount of work undertaken and the Board were thanked for their support for the staff in being flexible, agile and being given the autonomy to get on with what needs to be done.

The COVID programme of work was closed down last Friday and the work of the Professional Leadership Body has now been split into 3 themes (as per slide):-

- Covid Response Team
- Early Careers Pharmacist Programme
- Business critical activities.

The transition from the COVID programme to the COVID response team enables the COVID work to carry on, with a smaller team that is agile enough for the organisation to respond should there be a second spike in the pandemic. The team have been working on new policy asks which will be circulated to the Board by 26 June.

**Action:** Circulate draft policy asks by 26 June.

RT added that the team have worked incredibly hard over the past 3 months meeting the needs of the profession and the public. The team have demonstrated what can be achieved when there is a clear vision and a common goal. They have really delivered. He thanked the Boards and Assembly for putting their trust in the staff.

Invited guests added their thanks saying that the RPS had really delivered for the profession and commended the work done on the critical care guidance and how it had been developed at pace with the support of expert members. This was echoed by some board members agreeing that the pace at which work has been delivered is something to build upon for the future, and the lobbying and advocacy work has been impressive. It was also highlighted that the RPS needs to ensure they take the credit for some of the policy wins that have been achieved.

The BPSA added their support saying that the RPS/BPSA relationship has strengthened and the RPS is ensuring that student members are looked after.

The work of the pharmaceutical industry with clinical trials, medicines information etc., was highlighted. Science and industry is recognised as a central tenet in the work of the RPS.

## **20/51 Any other business**

### Inclusion and Diversity Report

AD gave a brief update on the work of the Inclusion and Diversity group and the recently published Inclusion and Diversity Report which was circulated and published ahead of this meeting.

AD reflected on the group saying that an independent chair had been recruited, Asif Sadiq MBE, and a steering group set up, followed by a survey and workshops to inform the strategy.

The report was published this week following a delay due to COVID19. The report was constructed pre COVID19 but there was recognition and commitment that the strategy must take into account the disproportionate effects of COVID19 on BAME communities and effects such as the Black Lives Matter movement.

The RPS is to work with members in setting up an action group to take forward the actions from the report. Progress will be reported to the national boards.

The RPS is currently looking at the diversity of the Boards and Assembly and will be collating this data in the near future.

All board members were supportive of the Inclusion & Diversity Report and Strategy.

Some of the comments received back on the report from board members and members include:-

- There is a need to collect demographic data from our membership to better understand its make up and where there is underrepresentation.
- Great report and highlights the work in the different countries.
- Important not to purely focus on BAME issues — it's about redressing the balance for all those with protected characteristics – current anti-racism conversations are important but conscious we don't put focus on BAME community to exclusion of other disadvantaged people. Concern of widening the health inequalities gap.
- Report is helpful but there is still a long way to go, but very supportive.
- Need to know the composition of our own membership in order to drive the strategy
- 45% of the profession are BAME – Indian community is reasonably well represented on Governance boards but black members are not.

**Action:** Investigate the collection of demographic data from the membership.

#### **20/52 Key Messages**

The key messages from the meeting were:-

- Early Careers Pharmacists programme
- Inclusion and Diversity – next steps
- Covid Response Team – adjusting to new normal

To note: The results of the English Pharmacy Board elections to the Assembly will be published by the Pharmaceutical Journal.

#### **20/53 COVID - One minute silence for pharmacists and others**

The Chair requested that one minute silence was held for pharmacists and others who have lost their lives due to the COVID19 pandemic.

#### **20/54 Close of meeting**

The Chair thanked the visitors for attending and asked them to leave the ZOOM call to allow confidential business to continue. The meeting closed at 12.00pm

**20/55 Dates of next meeting**

The next English Pharmacy Board meeting will be held on 8<sup>th</sup> October 2020.