

SCOTTISH PHARMACY BOARD MEETING

Minutes of the meeting held on Tuesday 13 June 2017, at Holyrood Park House, 106 Holyrood Road, Edinburgh EH8 8AS.

PUBLIC BUSINESS

Present:

Mr Jonathan Burton (JB)
Mrs Kathleen Cowle (KC)
Prof John Cromarty (JC)
Mr Alasdair Macintyre (AM)
Dr John McAnaw (JMcA)

Dr Ailsa Power (AP)
Mrs Deborah Stafford (DS)
Mr David Thomson (DT) (from 11:30)
Miss Elaine Thomson (ET)

In attendance:

Aileen Bryson (ABr), Interim Director for Scotland, Boyana Atanasova (BA), Digital Communications Assistant, Susanne Cameron-Nielsen (SCN), Head of External Relations, Marta Gutierrez (MG), Business Support Assistant, Maurice Hickey (MH), Policy Project Pharmacist, Annamarie McGregor (AMcG), Professional Support Pharmacist, Carolyn Rattray (CR), Business Manager and Alex MacKinnon (AMK), Interim Chief Executive.

Aileen Bryson (ABr), Interim Director for Scotland, took the Chair for the meeting.

1. Welcome and apologies

Aileen Bryson (ABr), Interim Director for Scotland welcomed Board Members to the meeting, extending a special welcome to Alasdair Macintyre (AM) Jonathan Burton (JB) and Deborah Stafford (DS) who were attending their first Scottish Pharmacy Board meeting as newly elected Scottish Pharmacy Board Members. ABr congratulated AM, JB and DS on being elected to the Board and also Ailsa Power (AP) on being re-elected to the Board. For the benefit of new Board members (BM) and staff, introductions were made.

Apologies were received from Anne Boyter and Johnathan Laird.

2. Affirmation of Chair of Scottish Pharmacy Board

ABr advised the meeting that one nomination had been received for the position of Chair of the Scottish Pharmacy Board.

Dr John McAnaw was nominated by Mr David Thomson and seconded by Professor John Cromarty.

As no other nominations were received, the Scottish Pharmacy Board was asked to affirm by acclaim Dr John McAnaw as Chair of the Scottish Pharmacy Board.

The Scottish Pharmacy Board

affirmed by acclaim

Dr John McAnaw (JMCA) as Chair of the Scottish Pharmacy Board for the period 2017 / 2018.

JMCA thanked BMs for affirming his position as Chair of the Scottish Pharmacy Board, stating that he was very humbled to be affirmed as Chair for another year and that he would continue to do his best for the Society, Team Scotland and Scottish members, 'striving to find a balance between representing the membership and the greater good'.

Areas of focus for the year will be a GB campaign to raise awareness of the role of the pharmacist; although a GB initiative, it will be crucial to ensure that it is meaningful for Scottish members as well as English and Welsh. Also, for consideration: RPS Local, the digitalisation of content, mentoring and how to engage better with the RPS Faculty members and RPS Fellows. The Chair noted that he would encourage all BMs to be engaged with the work of the Directorate; he is keen for activities in the coming year: 'to be fun and inclusive, particularly for the new Board members'. JMCA confirmed that there were no other declarations of interest in relation to the position of Chair of the Scottish Pharmacy Board.

It was then confirmed that ABr should continue as Chair for the remainder of the Scottish Pharmacy Board Public Business Elections' meeting.

3. Election of Vice Chair of the Scottish Pharmacy Board

Nominations for the position of Vice Chair of the Scottish Pharmacy Board 2017/2018 were invited.

Jonathan Burton (JB) nominated himself; this nomination was seconded by Dr Ailsa Power. There were no other nominations for the position of Vice-Chair. JB confirmed that there were no other declarations of interest in relation to the position of Vice-Chair.

The Scottish Pharmacy Board

affirmed by acclaim

Jonathan Burton as Vice-Chair of the Scottish Pharmacy Board for the period 2017/2018.

Election of the Scottish Pharmacy Board's second representative to the RPS Assembly

Board Members were asked to nominate a candidate to be the second Scottish Pharmacy Board representative to the RPS Assembly; Board Members were reminded that they could self-nominate.

Mr David Thomson (DT) was nominated by Dr John McAnaw (JMCA); his nomination was seconded by Professor John Cromarty (JC). There were no other nominations and so:

the Scottish Pharmacy Board

affirmed by acclaim

DT as the Scottish Pharmacy Board's (SPB) second representative to the RPS Assembly for the period 2017 / 2018. DT confirmed that there were no other declarations of interest in relation to the position of second representative to the RPS Assembly.

DT thanked BMs for, once again, affirming him as second SPB representative to the RPS Assembly.

Board Member agreements

Kim Shields (KS), General Counsel and RPS Company Secretary, handed out Board Member (BM) agreements to each BM, asking them not to sign the agreement until a discussion had taken place. It is evident that, in some areas, the current governance is not fit for purpose and so, at the RPS Assembly meeting in March 2017, the RPS Assembly approved a motion that all BMs and Assembly members should sign an agreement putting in place legal and fiduciary guidance and restrictions. Signed copies have been received from certain Assembly members including the RPS President and Treasurer.

Since signing the agreement, the RPS President has now noted a concern over clause 9.3. Alex MacKinnon (AMK) noted that the Clause 9.3 is standard and is very similar to that which would have to be signed to register with the General Pharmaceutical Council. AMK suggested that a working group is required to review the current RPS governance. AMK recommended that the BMs should sign the agreement.

KS noted that, having spoken to external lawyers, Clause 9.3 has been changed from 'terminate' to 'suspend' so that clause 3 of the Charter can be invoked. It now states: *'that the Society has the right to suspend whilst an investigation pursuant to Schedule 2 of the regulations is adhered to'*. This amendment hasn't yet been approved by the Assembly.

Alasdair Macintyre (AM) suggested that, to be transparent, any person who can make a decision to terminate / suspend a Board Member should be named. KS reassured BMs that any termination / suspension would have to be legally compliant. Jonathan Burton (JB) noted that Clause 3.3.3 needs to be more defined to ensure compliance and 'fair process'.

BMs were advised that they could sign the agreement with provisos. JMcA suggested that by Clause 9, there has been a whole process of investigation, and it would be a logical next step. It was agreed that further definition is required within Clause 9.

KS noted that the re-draft, which hasn't yet been passed by the Assembly, states: *'that the Society has the right to suspend whilst an investigation pursuant to Schedule 2 of the regulations is adhered to'*. There was some concern that if all amendments had to be approved by the Assembly, consensus might never be reached.

All BMs present agreed to sign the agreements. Copies will be emailed to BMs on Wednesday 14 June.

Following this meeting CR was advised by KS that new agreements would need to be sent out to BMs as there was an error.

Action: KS to email new BMAs to BMs for signing and then 'Box' final copies back to BMs.

The Scottish Pharmacy Board formal Public Business Meeting, held on Tuesday 13 June 2017, was concluded at 14:40.