

Scottish Pharmacy Board Meeting

**PUBLIC BUSINESS**

**Meeting to be held on Wednesday 14 June 2017, at Holyrood Park House, 106 Holyrood Road, Edinburgh, EH8 8AS.**

**The Board meeting will commence at 10:00 am in the Duncan Room.**

**Please note:**

1. Board members are asked to advise Alex MacKinnon / Carolyn Rattray at least 48 hours before the date of the meeting if there are items, detailed as for information, which may require discussion.
2. Oral presentations to the Board should not normally exceed 15 minutes, in order to allow adequate time for discussion. Where allocated time slots are less than 15 minutes, presentation time should be reduced accordingly to accommodate questions and discussion.

**PUBLIC BUSINESS AGENDA**

<b>Item number and start times</b>	<b>Subject</b>	<b>Purpose</b>	<b>Related papers/ slides</b>	<b>Objective</b>	<b>Item led by</b>
1 (10:00)	Welcome	For information	Verbal	Welcome and introductions to members and guests	Chair
2	Apologies	For information	Verbal	To note apologies.	Chair
3	Declarations of Interest	For information	17.06/SPB/03	To note declarations of interest (either standing interests or interests specific to this meeting)	Chair
4 (10:05)	Minutes	For approval	17.06/SPB/04	To approve minutes from the SPB Public Business meeting held on 26 April 2017. (Board members are asked to forward any amendments to CR / ABr in advance of the meeting).	Chair
5 (10:10)	Matters arising	For raising	Verbal	To note matters arising from the above minutes that are not specifically included on the agenda.	Chair

6. (10:20)	Professional Development and support update	For information and discussion	Verbal 17.06/SPB/06	This update includes updates on Research, the Library and the Museum and the new data protection legislation	Dr Catherine Duggan Wing Tang
7. (10:40)	SPB Business Plan 2017 Q2	Update	17.06/SPB/07	Aileen Bryson to provide a brief update on Q2 with regard to the delivery of the Scottish Pharmacy Board's 2017 Business Plan.	Aileen Bryson
<b>Refreshment break – 11:00 to 11:10</b>					
8. (11:10)	Update on RPS Conference 2017	For information	Verbal	To update the SPB on progress related to the RPS conference for September 2017.	Alice Fairchild
9. (11:20)	National Seminar	For approval	17.06/SPB/09	The Scottish Pharmacy Board is asked to approve the final draft programme for the Scottish National Seminar 2017	Annamarie McGregor
10. (11:25)	Policy and consultations	For information	Verbal	Aileen Bryson to update the Scottish Pharmacy Board on policy and consultation activities for Quarter 2	Aileen Bryson/Lesley McArthur Maurice Hickey
11.(11.35 )	Prescription for Excellence	For information	Verbal	Update on the Prescription for Excellence refresh	Aileen Bryson
12 (11.40)	Chair and Vice-Chair's Report (inc. AGM report	For information	17.06/SPB/12	To note an update on activities from the Chair and Vice-Chair since the Board meeting in April 2016 including AGM presentation	Chair

## Scottish Pharmacy Board Meeting

## PUBLIC BUSINESS

13 (12.00)	RPS Elections	For Discussion	Paper will be available on the day	To discuss the recent election process and make recommendations for change	Aileen Bryson
<b>Lunch – 12.30 to 13:15</b>					
14 (13:15)	Chronic medication service and e-health	For information and discussion	Presentation and round table discussion		Dr Alison Strath
15 (13.45)	FIP update	For information	Verbal	Update on the FIP World Congress Glasgow 2018	Julia Kettlewell
16 (13.55)	RPS Scottish Fellows' Reception	For information	Verbal	David Thomson to update the Scottish Pharmacy Board on the recent RPS Scottish Fellows' Reception. Board members are asked to consider future Scottish nominations.	David Thomson
17 (14.05)	Social Media Workshop	For information	No paper	Governance and legislative requirements	Susanne Cameron-Nielsen & Boyana Atanasova
18 (15.05)	Expenses Policy	For information	17.06/SPB/18	To note decision of assembly on revised policy	Chair
19 (15.10)	Key messages			SPB to agree key messages for pharmacy press from the meeting.	Susanne Cameron-Nielsen

20 (15.20)	Any other business			Scottish Pharmacy Board members should inform the Board Secretary in writing at least 48 hours before the meeting of any matter that is to be raised under Any other Business.	Chair
21 (15.25)	Date of next formal meeting of the SPB	For information		<ul style="list-style-type: none"> <li>Wednesday, 27 September 2017</li> </ul>	Chair
<b>Close of meeting: 15.25</b>					

**There will be a 10 minute refreshment break before commencing the Confidential Business meeting.**