

# ROYAL PHARMACEUTICAL SOCIETY

English Pharmacy Board meeting 31<sup>st</sup> January 2019

**OPEN BUSINESS**

Open Business will be taken between 9am – 16.00pm

Lunch will be taken between 12.45 – 13.30pm

The meeting will be held in the Events Space, 4<sup>th</sup> floor, at the Royal Pharmaceutical Society, 66 East Smithfield, London, E1W 1AW

## OPEN BUSINESS AGENDA 31<sup>st</sup> January 2019

Item (approx. start time)	Subject	Purpose	Related papers/slides	Objective	Item led by
1 (9.00am – 10 mins)	Welcome	For noting	Verbal	Welcome and introductions of members and guests:- Cathy Cooke, FRPharmS Fatema Mamdani, MRPharmS– RPS Ambassador Abigayle Meikle-Roche MRPharmS, RPS Ambassador Priya Modha, MRPharmS, NICE clinical fellow, Sue Kilby, FRPharmS, Chair, Industrial Pharmacists' Forum Representative from the Hospital Expert Advisory Group President, BPSA	Chair
2	Apologies	For noting	Verbal	To note apologies	Chair
3	Declarations of Interest	For noting	19.01/EPB.03(and 03C)	To note declarations of interest (either standing interests or interests specific to this meeting)	Chair

4 (9.10/ 5 min)	Minutes	For decision	19.01/EPB.04	To approve minutes from the open business of EPB meeting on 4 <sup>th</sup> October 2018	Chair
5(9.15/ 10mins)	Matters arising	For noting	19.01/EPB.05	To note matters arising from the above minutes that are not specifically included on the agenda	Chair
6 (9.25 – 5 min)	Elections information for 2019	For noting	19.01/EPB.06	To note the English Pharmacy Board election information for 2019	Ravi Sharma
7 (9.30 – 15 mins)	Public Affairs and Policy Statements	For discussion	19.01/.EPB.07	The English Pharmacy Board is asked to note and discuss :- On line pharmacy (GB) – final version	Ravi Sharma/ Heidi Wright
8 (9.45/ 20 mins) (Time allowance for any issues that may need to be discussed)	Updates from Team England	For noting	19.01/EPB.08 (i) – (viii) (i) Local Engagement (ii) Public Affairs (iii) Policy and consultations (iv) Digital (IM&T) (v) Medicines Optimisation (RMOC update will be given verbally if available) (vi) PPHF (verbal) (vii) FMD (viii) System Leadership	The English Pharmacy Board to note the updates.	Ravi Sharma/John Lunny /Gareth Kitson/ /Tracey Thornley/Nicola Gray/Heidi Wright
9(10.05 (30 mins)	Education and Professional Development	Update	Verbal	To update the English Pharmacy Board on objectives for 2019	Gail Fleming

10(10.35 / 15 mins)	Professional Standards for Community Pharmacy Services	For noting	Verbal update	To update the English Pharmacy Board on the profession standards for community pharmacy services	Robbie Turner/Wing Tang
<b>Coffee 10.50 – 11.00</b>					
11 (11.00 – 12:45)	EPB work programme /campaigns current and for 2019	For discussion	Verbal	To update the English Pharmacy Board on agreed priorities areas and discuss approach to project delivery for 2019 and beyond:  (a) Mental Health (25 mins) (b) Diabetes (25 mins) (c) System Leadership (25 mins) (d) Update on Designated Prescribing Practitioners (DPP) Competency Framework (10 mins)	All/Ravi Sharma/Gareth Kitson/John Lunny/Heidi Wright/Adele Mott/Jonathan Bisby
<b>Lunch 12.45 - 13.30 in the Staff Restaurant, 4<sup>th</sup> floor</b>					
12 (13.30 – 30 mins)	English Pharmacy Board communication plan	Update and discussion	verbal	To update the English Pharmacy Board on the communications plan for 2019	Neal Patel
13 (14.00 – 30 Mins)	Branding – new tone of voice	Update and discussion	Verbal	To update the English Pharmacy Board on the new tone of voice for the RPS	Robbie Turner/Neal Patel
14 (14.30 – 15 mins)	Science Update	Update	19.01.EPB.14	To give the English Pharmacy Board an update on the work of the Science team	Luigi (Gino) Martini, Chief Scientist/
15 (14.45 (15 mins)	RPS Conference 2019	Update	Verbal	To update the English Pharmacy Board on the RPS Conference 2019	Claire Anderson/Hanna Jenvey
<b>Tea/Coffee 15.00 – 15.10</b>					
16 (15.10)	Brexit Update	Discussion and decision	Verbal	The English Pharmacy Board to receive an update on the Brexit	Robbie Turner/John Lunny

(20 mins)					
17 (15.30 (20 mins)	Innovation and Enterprise Directorate	Update	Verbal	To update the English Pharmacy Board on objectives for 2019	Harvinder (Harvey) Sondh
18(15.50 / 5 mins)	Key Messages	For decision	Verbal	The English Pharmacy Board to agree key messages from the meeting for pharmacy press	Neal Patel/Chair
19(15.55 / 5 mins)	Any other business	For discussion		English 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
20 (16.00)	Dates of next meetings	For noting	All dates to be diarised. Board meeting dates are firm but working days will only be used at the discretion of the Chair and Director for England	<b>Dates for 2019</b> EPB working day – 30 <sup>th</sup> January EPB meeting – 31 <sup>st</sup> January EPB working day – 10 <sup>th</sup> April EPB meeting – 11 <sup>th</sup> April EPB working day 19 <sup>th</sup> June EPB meeting – 20 <sup>th</sup> June EPB working day 9 <sup>th</sup> October EPB meeting – 10 <sup>th</sup> October	Chair
<b>Close of open business 16.00</b>					