

## Scottish Pharmacy Board Meeting

## PUBLIC BUSINESS

Meeting to be held on Wednesday 27 September 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

Item number and start times	Subject	Purpose	Related papers/ slides	Objective	Item led by
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. (10:05)	Welcome and Introduction to new Chief Executive	For information	Verbal	RPS CEO, Paul Bennett, to be introduced to the Board, after which the CEO will provide a brief resume of his career to date and his aspirations for the Society and the profession of pharmacy.	Chair / CEO

4.	Declarations of Interest	For noting	17.09/SPB/04	To note declarations of interest (either standing interests or interests specific to this meeting).	Chair
5. (10:10)	Minutes	For approval	17.09/SPB/05(i) 17.09/SPB/05(ii)	To approve minutes from the SPB Public Business meetings held in June 2017. (Board members are asked to forward any amendments to CR / AMacK in advance of the meeting).  17.09/SPB/05(i) - SPB Public Business – Elections 13 June 2017. 17.09/SPB/05(ii) – SPB Public Business – 14 June 2017.	Chair
6.	Matters arising	For raising	Verbal	To note matters arising from the above minutes that are not specifically included on the agenda.	Chair
7.	<a href="#">Governance Handbook 2017/2018</a>	For noting	17.09/SPB/07	The Scottish Pharmacy Board is asked to note the RPS Governance Handbook 2017 / 2018 which was approved at the RPS Assembly meeting in July 2017.	Chair
8. (10:20)	SPB Business Plan 2017 Quarter 3	For noting	17.09/SPB/08	Alex MacKinnon to provide a brief update on Quarter 3 with regard to the delivery of the Scottish Pharmacy Board's 2017 Business Plan.	Alex MacKinnon
9. (10:25)	SPB Business Plan 2018	For information & discussion	Verbal	The Scottish Pharmacy Board is asked to consider Scottish work streams for 2018 aligning to the RPS corporate business plan.	Alex MacKinnon
<b>Refreshment break – 10:55 to 11:05</b>					
10. (11:05)	FIP Conference	For information & discussion	Verbal / paper	The Scottish Pharmacy Board to be provided with an update from FIP 2017, in Seoul and to receive a progress report on planning for FIP 2018, in Glasgow.	Alex MacKinnon

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11. <b>(11:15)</b>	Policy and consultations	For noting	17.09/SPB/11	The Scottish Pharmacy Board is asked to note the update on policy and consultation activities for Quarter 3.	Aileen Bryson
12.	Decriminalisation of cannabis	For discussion and approval	17.09/SPB/12	The Scottish Pharmacy Board is asked to approve the final draft of the RPS policy on the decriminalisation of cannabis for medicinal purposes. <b>(Paper to follow or tabled on the day).</b>	Maurice Hickey
13. <b>(11:45)</b>	RPS Local	For information and discussion	Verbal	The Scottish Pharmacy Board to receive a verbal report on the outcomes of the RPS Local Day held on 25 August and are asked to consider sponsorship of each of the RPS Local regions.	Annamarie McGregor
14. <b>(11:55)</b>	Chair and Vice-Chair's Report	For noting	17.09/SPB/14	To note an update on activities from the Chair and Vice-Chair since the Board meeting in June 2017.	Chair / Vice-Chair
15. <b>(12:00)</b>	SIGN Council	For information and discussion	Verbal and presentation 17.09/SPB/15	The Scottish Pharmacy Board to receive a verbal update from Alan Timmins and Garry Cook on the work of the SIGN Council, particularly around the Hospital Standards	Allan Timmins and Gary Cook
<b>Lunch – 12:30 to 13:00</b>					
16. <b>(13:00)</b>	Achieving Excellence in Pharmaceutical Care – A strategy for Scotland	For information and discussion	Presentation and round table discussion	Professor Rose Marie Parr, Chief Pharmaceutical Officer (CPO) for Scotland, to provide an update and presentation on the new pharmaceutical care strategy for Scotland	Prof Rose Marie Parr, CPO

17. <b>(14:00)</b>	NPB elections 2018	For information and approval	17.09/SPB/17	The Scottish Pharmacy Board is asked to note & approve amendments to the NPB election process for 2018.	Alex MacKinnon
18. <b>(14:05)</b>	Key messages			SPB to agree key messages for pharmacy press from the meeting.	Susanne Cameron-Nielsen
18. <b>(14:10)</b>	Any other business			<ul style="list-style-type: none"> <li>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 <i>Any Other Business</i>.</li> </ul>	Chair
	Date of next formal meeting of the SPB	For information		<ul style="list-style-type: none"> <li>Wednesday, 17 January 2018</li> </ul>	Chair
<b>Close of meeting: 14:10</b>					

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