

Scottish Pharmacy Board Meeting

PUBLIC BUSINESS

Meeting to be held on Wednesday 26 September 2018, 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.
3. Please note that, in the interests of time-keeping, items for noting will not be discussed unless prior notice is given.

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.	Declarations of Interest	For noting	18.09/SPB/03	To note declarations of interest (either standing interests or interests specific to this meeting).	Chair

4. (10:10)	Minutes	For approval	18.09/SPB/04(i) 18.09/SPB/04(ii)	To approve minutes from the SPB Public Business meeting held on 3 July 2018. (Board members are asked to forward any amendments to CR / AMK in advance of the meeting). To approve minutes from the SPB Public Business meeting held on 4 July 2018. (Board members are asked to forward any amendments to CR / AMK in advance of the meeting).	Chair
5. (10:20)	Matters arising	For raising	18.09/SPB/05	There were no matters arising from the minutes (18.09/SPB/04 (i)) of the Public Business meeting held on Tuesday 3 July 2018 (elections). To note matters arising from the Public Business minutes of 4 July 2018 that are not specifically included on the agenda.	Chair
6. (10:35)	FIP Glasgow 2018	For information	Verbal	The Scottish Pharmacy Board to be provided with a report on FIP Glasgow 2018.	Alex MacKinnon
7. (10:45)	SPB Business Plan 2018	For information	18.09/SPB/07	AMK to update Board Members on progress to date on the SPB Business Plan 2018.	Alex MacKinnon
8. (10:55)	RPS Business Plan 2019	For discussion	Verbal	The Scottish Pharmacy Board is asked to have a preliminary discussion about possible priority areas for the RPS 2019 Business Plan.	Alex MacKinnon
Refreshment break 11:25 – 11:40					
9. (11:40)	Andrew Kerr	For information	Presentation	Andrew Kerr to provide an overview of his 4 th year project: <i>Common Characteristics of High Performing Pharmacies</i> . Andrew's project was sponsored by RPS and the Scottish Pharmacy Board will be asked to consider action points.	Andrew Kerr

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10. (12:00)	RPS Local	For information	18.09/SPB/09	AMcG to provide an update on RPS Local events to date and plans for the next 6 months. BMs will be asked to indicate events that they are able to support.	Annamarie McGregor
11. (12:10)	Hospital Standards	For information	Verbal	AMcG to report on progress of the enablement of the hospital standards.	Annamarie McGregor
12. (12:15)	Mental Health	For information	Presentation	Andrew Walker, Mental Health, Special Interest Group (SIG), to present on the work of the SIG on Mental Health; this will inform discussions on the proposed RPSiS Mental Health Campaign 2019.	Andrew Walker
Lunch 12:40 to 13:30					
13. (13:30)	Paul Forsyth Heart Failure specialist	For information	Verbal Update	Paul Forsyth to update the Scottish Pharmacy Board on his input to the British Heart Foundation report on hypertension.	Paul Forsyth
14. (13:50)	Policy and consultations	For noting For noting	18.09/SPB/14 18.09/SPB/14(i)	The Scottish Pharmacy Board is asked to note: <ul style="list-style-type: none"> Update on policy and consultation activities for 2018 Quarter 3. Aesthetic Procedures 	Aileen Bryson

		For discussion	18.09/SPB/14(ii)	Online Pharmacy Services	
15. (14:20)	Social Media Public & Patient Involvement Recruitment – Head of External Relations	For information For information For information	18.09/SPB/15 Verbal Verbal	Overview of results in Quarter 2 / 3, 2018. The Scottish Pharmacy Board to receive an update on the <i>Good care starts with a conversation</i> Campaign Alex MacKinnon to report on progress with the recruitment of a Head of External Relations	Boyana Atanasova Boyana Atanasova/ Alex MacKinnon
16. (14:40)	Chair and Vice-Chair's Report	For information	18.09/SPB/16 (to be tabled on the day).	To note an update on activities from the Chair and Vice-Chair since the July 2018 Scottish Pharmacy Board meetings.	Chair
17. (14:45)	Science and Research Update	For noting	18.09/SPB/17	To give update on recent activities of the Science and Research team.	Dr Colin Cable
17. (14:50)	Key messages	For decision	Verbal	SPB to agree key messages for video content from the meeting.	Alex MacKinnon
16. (15:00)	Any other competent business	For information	Verbal	<ul style="list-style-type: none"> 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 Competent Business</i>. 	Chair
17. (15:05)	Date of next formal SPB meeting	For information	Verbal	SPB Board Day: Wednesday 23 January 2019.	Chair
Close of meeting: 15:10					

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