

ROYAL PHARMACEUTICAL SOCIETY

Minutes of the meeting of the English Pharmacy Board - Open business

**Minutes of the meeting held at 9.45am (delayed start 10.10am) on
22 June 2021 by Zoom**

***Please note: Agenda Item 6 – Statutory Item: Sectoral places (minute no
21/09 below) was taken at the end of all business on 23 June 2021.***

Present

Claire Anderson
Sibby Buckle
Ciara Duffy
Mary Evans
Michael Maguire
Duncan Petty
Tracey Thornley

Martin Astbury
David Carter
Thorrun Govind
Alistair Jones
Erutase (Tase) Oputu
Paul Summerfield
Andre Yeung

In attendance

Ravi Sharma
Robbie Turner
Paul Bennett
Alison Douglas
Amandeep Doll
John Lunny
Heidi Wright
Corrine Burns
Yvonne Dennington
Rachael Taylor

Director for England
Director for Pharmacy and Member Experience
Chief Executive
Governance Manager and Company Secretary
Head of Professional Belonging
Public Affairs Lead for England
Practice and Policy Lead for England
RPS Correspondent, Pharmaceutical Journal
Business Manager England
Business Assistant

6 RPS Member observers attended the
meeting

Apologies

No apologies were received

21/01 Welcome and Introductions

Ravi Sharma firstly apologised for the late start (10.10am) of the meeting, this was due to the previous meeting in Wales taking longer than expected. He then went on to welcome EPB members and staff to the meeting and asked all present to introduce themselves. Observers were asked to keep their microphones on mute and their cameras switched off. Ravi gave a special welcome to the six new board members, Ciara Duffy, Mary Evans, Alistair Jones, Michael Maguire, Erutase (Tase) Oputu and Paul Summerfield and the three re-elected members, Claire Anderson, Martin Astbury and Thorrun Govind. .

21/02 Apologies

No apologies were received.

21/03 Declarations of Interest

The English Pharmacy Board noted paper 21.06/EPB.02. Board members were reminded to send in any amendments to their declarations to Yvonne Dennington and were also asked to state, in the interests of best practice, any declared interest at the start of the discussion to which it relates. Duncan Petty, Tracey Thornley, David Carter and Thorrun Govind submitted updates to their declarations.

21/04 Election of Chair

Ravi Sharma, took the chair for this item and informed those present of the procedure that would be followed for the voting. Alison Douglas (Governance Manager) was present to oversee the voting process conducted by the online platform provider, Mi-Voice. All board members confirmed receipt of an email from Mi-Voice in advance of the voting containing their unique number and a link to the voting site.

Ravi informed the Board that two nominations had been received for the position of Chair after following due process as set out in (Amended) Appendix E of the Regulations, calling for nominations in advance of the meeting. The following nominations were received:-

Thorrun Govind	Nominated by Alisdair Jones Seconded by Ciara Duffy
Michael Maguire	Nominated by Andre Yeung Seconded by Alisdair Jones

Both candidates accepted their nomination and Thorrun Govind added a further declaration of interest to those contained in paper 21.06.EPB.02. Voting then took place as per (Amended) Appendix E of the Regulations and in line with the process set out by the on-line voting provider, Mi-Voice.

The candidate with who received the majority of votes and who will become Chair is **Thorrun Govind**.

The Chair's written address is attached as Appendix A.

Thorrún Govind the Chair of the English Pharmacy Board, took the Chair for the election of Vice Chair.

Thorrún said she hopes she was someone the Board could communicate with and her statement quote of “together we are pharmacy” starts with the Board. She looks forward to working harder together for the members and the wider profession.

There was a short break before the elections for Vice Chair.

21/05 Election of Vice Chair

Thorrún Govind as the newly elected Chair, took the chair for this item.

The Chair explained the process for the nomination of Vice-Chair in accordance with (Amended) Appendix E of the Regulations and informed the Board that two nominations had been received in advance of the meeting from

Nomination	Proposer	Secunder
Martin Astbury	Claire Anderson	Sibby Buckle
Paul Summerfield	Alisdair Jones	Martin Astbury

and then asked for further nominations. The following nominations were received at the Zoom meeting:-

Nomination	Proposer	Secunder
Tase Oputu	Ciara Duffy	Mary Evans
Michael Maguire	Self	Paul Summerfield

Alison Douglas reminded Board members that in accordance with the (amended) Regulations E that “in the event that no candidate receives a **majority of all votes cast**” then the procedure will need to be repeated.

Declarations of Interests for those nominated are as set out in paper 21.06.EPB.02.

First ballot: Paul Summerfield was eliminated. A second ballot was held with Martin Astbury, Michael Maguire and Tase Oputu.

Second ballot: Tase Oputu was eliminated. A third ballot was held with Martin Astbury and Michael Maguire.

Third ballot: The successful candidate for the position of Vice Chair is **Martin Astbury**.

The Chair invited Martin Astbury, Vice Chair, to make a short statement.

Martin said the enthusiasm he has witnessed with the new board makes him excited to be a part of it. He said he was keen to develop and move forward and is not averse to change. He thanked everyone for their support.

21/06 Appointment of four English Pharmacy Board members to the Assembly

Ravi Sharma, Director for England, took the chair for this item.

The English Pharmacy Board noted paper 21.06.EPB.05.

As **Thorrhun Govind** has been voted as Chair, there is one additional place on the Assembly, totalling **four** places and not three as per the paper. All places are for a two year tenure. (The Chair and Vice Chair have an automatic place on the Assembly.)

The nominations were called in accordance with (Amended) Appendix C of the Regulations. The first five nominations below were received in advance of the meeting, the remaining three were received at the meeting. Eight nominations were received in total.

Declarations of Interests for those nominated are as set out in paper 21.06.EPB.02. David Carter declared an amend to his declarations with the following:- Galen pharmacy was amalgamated into JM & W Darling Ltd and now ceases to exist. DC is now a director of JM & W Darling Ltd.

Nomination	Proposer	Seconder
Alisdair Jones	Self	Thorrhun Govind
Ciara Duffy	Self	Thorrhun Govind
Paul Summerfield	Alisdair Jones	Martin Astbury
Claire Anderson	Duncan Petty	Martin Astbury
Sibby Buckle	Thorrhun Govind	Martin Astbury
Tase Oputu	Self	Martin Astbury
Michael Maguire	Self	Paul Summerfield
David Carter	Self	Sibby Buckle

The eight nominees were invited to make a speech of no more than two minutes. All nominees were present and made a two minute speech.

A secret ballot was held as per (Amended) Appendix E of the Regulations and in line with the process set out by the on-line voting provider, Mi-Voice. and board members were asked to cast up to four votes for four Assembly members.

Claire Anderson, Sibby Buckle, Alisdair Jones and Tase Oputu were appointed to the Assembly for a two year tenure.

Thorrhun took over the Chair at this point and congratulated those who had been appointed to the Assembly.

Due to time being tight it was decided to take the Statutory Item on Sectoral Places at the end of the meeting on 23 June 2021.

21/07 Close of meeting (22 June 2021)

The meeting closed at 11.55am

21/08 Dates of next meetings

NPB meeting – 23 September 2021

Dates for 2022 meetings will be available after approval by the Assembly at their July meeting.

Board Members please note: All of the above dates are to be diarised across all EPB members. Board meeting dates are firm dates but Working Days will only be used at the discretion of the Chair and the Director for England.

Please note: “Agenda Item 6 – Statutory Item: Sectoral places” below, was taken at the end of all business on 23 June 2021

21/09 Statutory Item: Sectoral Places

This item remains a statutory item at every June board meeting to discuss the issue of removal of sectoral places and whether the English Pharmacy Board can continue to properly fulfil its duties with its current composition. The English Pharmacy Board noted paper 21.06.EPB.06 and appendix.

Ravi Sharma introduced this item, giving some background to the issue, and saying that every year since the removal of sectoral places the Board has decided to continue with this decision.

After some discussion there was consensus from the Board that for this year the board was a diverse board and representative of most sectors, but that the right should be reserved to review this statutory item on an annual basis, as has been the case since the removal of sectoral places in 2015.

There will therefore be no request to Assembly to change the EPB decision regarding having no sectoral places in the EPB elections for 2022.

Appendix A

RPS Chair candidacy statement-Thorrun Govind

Together, we are pharmacy.

That begins with the culture that we foster on this board. From the policies that we help shape together, to the work we do for our members and the wider profession, we are accountable to each other.

I'm standing to Chair;

An Inclusive Board

Where we make the most of the skills around the table. After all, meetings themselves are not the entirety of the participation of the board. One of my first initiatives would be to conduct a skills and time audit exercise so we can ensure we're matching the best suited members for the tasks at hand. We have a fantastic mix of fresh and experienced colleagues, and I believe that this will also be a way for us to get to know each other and to work together more cohesively. The time audit is because I know that you also have responsibilities away from this board, that make you even more of an asset to this board and I want this board to be inclusive and respectful of that too.

I want you all to know that I will be championing your individual voices at this board. I started speaking up loudly and proudly for the profession as a pharmacy student and I've never been afraid of standing up and making sure that a different view is heard and listening to differing opinions. I genuinely believe that by sharing our lived experiences, we can agree a position that is truly in the best interests of the profession.

I want to foster an environment where everyone's view is important. Of course, we won't always agree ; it would be surprising if we did. But constructive disagreement isn't a bad thing and can ultimately result in better decision making. I'll ensure that debate and communication between board members is healthy and professional and I will challenge behaviour that is detrimental to our work.

I will work with the elected Vice Chair to ensure that those of you want to step forward to be the next Chair or Vice Chair are supported to develop into the roles. Furthermore, I want us to ensure that as a board we are developing too and that we take the time to reflect and refine our role.

A Communicative Board

We know from our members that both they and the wider profession aren't always aware of all the great work that the RPS does. To begin to address this, I'm proposing that we create an EPB newsletter directly to members and non-members where board members can help share the work that they have been involved with.

Secondly, we want pharmacists to feel connected to what we do, and be part of solutions too. To achieve this, we need better channels for them to communicate their concerns. I

propose a 'Talk to the Board' initiative which will allow us to receive feedback in a more orderly fashion, as opposed to some of the unconstructive comments that can be directed towards the boards or one can receive personally through social media. I also realise for some of you navigating some of the challenges that come with national leadership on social media may be tricky and I am here to support you and will be happy to provide you with the tools you need. I can draw on my over ten years of experience in using social media in a positive manner to advocate for the profession. Each one of us is an ambassador for the society.

Between meetings I will be seeking to connect with you and to encourage you to connect with each other. Having EPB experience and with my experience as an Assembly member, I am particularly keen to support new members in familiarising yourselves with the structure of the organisation. I'll also be drawing from my experiences as a charity trustee and how I connect with other trustees in that role.

I will work collaboratively with the Directors and Exec team, but also be able to provide challenge when necessary, so we ensure we are meeting the objectives set by the board. I'm not afraid to ask the difficult questions.

A Strategic Board

I have convinced journalists to include pharmacists in media pieces and helped break pharmacy news into the wider national media. In order to do this I have had to be strategic as to who to approach. It is deeply ingrained in me to think about the long term and short term impact of a decision. There will be times when it is imperative that we shout and there will be times that quiet diplomacy is vital to achieve our goals. At times it might be a careful mix of both. I will also be drawing on my experiences as an intern in Parliament.

As Chair, I will ensure that particularly sensitive issues are flagged to you as soon as possible and, where relevant, the history of pertinent issues is provided.

By working with the Directors and Exec team I want meetings to make the best use of our time. We need to get the most value out of our time for the organisation. We need to harness the learnings from COVID and I will be seeking to utilise digital solutions where appropriate to aid board work.

Finally, we need to work together and with the Welsh and Scottish boards to make the organisation as transparent as possible and ensure that the structure and the work that the RPS does is understood by external stakeholders. As a board we will be thinking strategically about what it is appropriate to share and what needs to be kept confidential to achieve our goals.

Let's keep working hard for our fantastic profession.

Together, we are pharmacy