

Scottish Pharmacy Board Meeting

PUBLIC BUSINESS

Meeting to be held on Wednesday 25 April 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. (10:05)	Declarations of Interest	For noting	18.04/SPB/03	To note declarations of interest (either standing interests or interests specific to this meeting).	Chair
4. (10:10)	Minutes	For approval	18.04/SPB/04	To approve minutes from the SPB Public Business meeting held on 17 January 2018. (Board members are	Chair

				asked to forward any amendments to CR / AMK in advance of the meeting).	
5. (10:15)	Matters arising	For raising	18.04/SPB/05	To note matters arising from the above minutes that are not specifically included on the agenda.	Chair
6. (10:25)	FIP Glasgow 2018	For information	Verbal	The Scottish Pharmacy Board to be provided with a progress update on planning for FIP 2018, in Glasgow.	Alex MacKinnon
7. (10:35)	SPB Business Plan 2018	For information	18.01/SPB/07	AMK to update Board Members on progress to date on the SPB Business Plan 2018.	Alex MacKinnon
8. (10:50)	RPS Local	For information	Verbal	AMcG to provide an update on the first six months' RPS Local events to date and RPS Local plans for the next 6 months. BMs will be asked to indicate events that they are able to support.	Annamarie McGregor
Refreshment break – 11:05 to 11:15					
9. (11:15)	Norman Lannigan	TBC		TBC	Norman Lannigan
10. (11:50)	Policy and consultations	For information For final comments For comments and feedback	18.04/SPB/10 18.04/SPB/10(i) 18.04/SPB/10(ii)	The Scottish Pharmacy Board is asked to note: <ul style="list-style-type: none"> Update on policy and consultation activities for 2018 Quarter 1. Independent prescribing GP Pharmacist – Top Tips 	Aileen Bryson

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11. (12:05)	Role of the pharmacist report	For information and discussion	18.04/SPB/11 Presentation	To discuss the report from the role of the pharmacist consultation.	Christopher John
Lunch 12:35 to 13:15					
12. (13:15)	Introduction by the newly appointed RPS Chief Scientist	For information and discussion	Verbal	An introduction and update on plans and work streams from the new RPS Chief Scientist, Professor Luigi (Gino) Martini.	Prof Gino Martini
13. (13:45)	External Relations				
	Stakeholder engagement	For information	18.04/SPB/13(i)	Q1 external relations activity report: Stakeholder meetings	Susanne Cameron-Nielsen
Social Media	For information	18.04/SPB/13(ii)	Summary of social media activity for the RPS in Scotland channels in 2017. Overview of results and success stories in Q1 of 2018.		
14. (14:05)	Chair and Vice-Chair's Report	For noting	18.04/SPB/14	To note an update on activities from the Chair and Vice-Chair since the Board meeting in January 2018.	Chair / Vice-Chair

15. (14:15)	Key messages	For decision	Verbal	SPB to agree key messages for pharmacy press from the meeting.	Susanne Cameron-Nielsen
16. (14:25)	Any other competent business	For information	Verbal	<ul style="list-style-type: none"> Marketing and promotion of the pharmacy as a profession to schools, etc. and the role that RPS can play in this 	Dr Ailsa Power
17. (14:30)	Date of next formal SPB meeting	For information	Verbal	Induction Day: Tuesday 3 July 2018. SPB Board Day: Wednesday 4 July 2018.	Chair
Close of meeting: 14:30					

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