

NATIONAL PHARMACY BOARDS' MEETING

Minutes of the open business meeting held on **Wednesday 8 February 2023**. The meetings were held by Zoom.

Present:

English Pharmacy Board (EPB)

Thorrún Govind (TG) Chair, Martin Astbury (MA) Vice Chair, Adebayo Adegbite (AA), Claire Anderson (CA), Emma Boxer (EM), Sharon (Sibby) Buckle (SB), Ciara Duffy (CD), Mary Evans (ME), Brendon Jiang (BJ), Alisdair Jones (AJ), Michael Maguire (MM), Erutase (Tase) Oputu (EO) and Paul Summerfield (PS)

Scottish Pharmacy Board (SPB)

Andrew Carruthers (AC) Chair, Catriona Sinclair (CS) Vice Chair, Tamara Cairney (TC), Omolola (Lola) Dabiri (OD), Lucy Dixon (LD), Kelsey Drummond (KS), Richard Shearer (RS), Jacqueline Sneddon (JS), Jill Swan (JS) and Audrey Thompson (AT).

Welsh Pharmacy Board (WPB)

Cheryl Way (ChW) Chair, Geraldine McCaffrey (GM) Vice Chair, Richard Evans (RE), Gareth Hughes (GH), Liz Hallett (LH), Rhian Lloyd-Evans (RE), Dylan Jones (DJ), Lowri Puw (LP), and Rafia Jamil (RJ).

Observers:

There were 9 RPS Member observers

RPS Staff

Paul Bennett (PB) Chief Executive, Jenny Allen (JA) CPhO Clinical Fellow, England, Ross Barrow (RB) Head of External Affairs, Scotland, Rachael Black (RB) Pharmacy Engagement Manager, Corrine Burns (CB) PJ Correspondent, James Davies (JD), Director for England, Yvonne Dennington (YD) Business Manager, England, Amandeep Doll (AD) Head of Professional Belonging, Iwan Hughes (IH) Public Affairs and Policy Executive, Wales. Elen Jones (EJ) Director for Wales, Alwyn Fortune (AF) Policy and

Engagement Lead, Wales, John Lunny (JL) Public Affairs Lead, England, Carolyn Rattray (CR) Business Manager, Scotland, Wing Tang (WT) Head of Support, Cath Ward (CW) Business Manager, Wales and Laura Wilson (LW), Director for Scotland.

Apologies

Iain Bishop (SPB)
 Helen Davies (WPB)
 Ewan Maule (EPB)
 Josh Miller (SPB)
 Jodie Gwenter (WPB)
 Eleri Schiavone (WPB)

23/02/NPB.01.	<p>Welcome and address from the CEO/President Chair: Thorrun Govind (TG) Chair, English Pharmacy Board (EPB), Led by: TG, Chair EPB.</p> <p>TG welcomed Board members (BMs), invited guests, observers and staff and outlined the structure for the day's meetings.</p>	
23/02/NPB.02.	<p>Apologies Iain Bishop (SPB) Helen Davies (WPB) Ewan Maule (EPB) Josh Miller (SPB) Jodie Gwenter (WPB) Eleri Schiavone (WPB)</p> <p>EJ noted changes to the WPB since the previous NPB meeting, held on 29 September 2022:</p> <ul style="list-style-type: none"> • Ellie Thomas (ET) has resigned from WPB. EJ thanked ET for her service to the WPB and RPS • Rafia Jamil (RJ) has been co-opted onto the WPB • Eleri Schiavone (ES) is on maternity leave 	

	<ul style="list-style-type: none"> Jodie Gwenter (JG) has been co-opted on to the WPB as maternity cover for ES, this is in addition to ES being able to join if time permits. 	
23/02/NPB.03(a)	<p>Declarations (decs) of interest. (Papers 23.02/EPB/03a, 23/02/SPB/03a & 23/02/WPB/03a). Chair: Chair, EPB Led by: Chair, EPB</p> <ul style="list-style-type: none"> Catriona Sinclair (CS) - update to reflect Dec of interest provided (8 February 2023) Jill Swan (JS) – remove ‘Brush Bus Ltd, Director’ Cheryl Way (Ch Way) - - update to reflect employer details Gareth Jones (GH) - update to reflect new details <p>Action: CR to amend declarations of interests for CS and JS. Action: CW to amend declarations of interests for C Way and GH.</p>	CR CW
23/02/NPB.03(b).	<p>Powers, Duties and Functions of the National Pharmacy Boards (Paper: 23.02/NPB/03b) Chair: Chair, EPB Led by: Chair, EPB</p> <p>The National Pharmacy Boards</p> <p>noted</p> <p>the Powers, Duties and Functions of the National Pharmacy Boards (Paper: 23.02/NPB/03b).</p>	
23/02/NPB.04.	<p>Minutes of the NPB Open Business meeting held on 29 September 2022 and matters arising (Paper: 23.02/NPB/04). Chair: Chair, EPB Led by: Chair, EPB</p> <p>The National Pharmacy Boards</p> <p>accepted as a true and accurate record</p> <p>the minutes of the formal National Pharmacy Board meeting held on 29 September 2022.</p>	

	<p>approved by: Brendon Jiang (BJ), EPB and seconded by: Audrey Thompson (AT), SPB.</p> <p>There were no matters arising from the minutes.</p>	
23/02/NPB.05.	<p>Standing Orders re classification of open/closed business items for meetings (Paper: 23.02/NPB/05) Chair: Chair, EPB, Led by: Paul Bennett (PB), CEO</p> <p>PB introduced this item, providing context of the change, which came about following an independent review carried out by Luther Pendragon in 2022 at the behest of RPS Assembly. The RPS Assembly approved the amendments to Standing Orders re classification of open/closed/restricted business items for meetings. Support for the RPS Assembly's decision is sought from the National Pharmacy Boards.</p> <p>The National Pharmacy Boards</p> <p>supported</p> <p>the decision of the RPS Assembly to approve the amendments to National Pharmacy Boards Standing Orders re classification of open/closed business items for meetings.</p>	
23/02/NPB.06.	<p>Professional Leadership (Verbal update) Chair: Chair, EPB, Led by: PB (CEO) and Claire Anderson (CA), (RPS President)</p> <p>PB provided an update on the UK commission into the future of pharmacy professional leadership. The review was started in May 2022, at the behest of the four UK Chief Pharmaceutical Officers and its report was published on Monday (6 February 2023). PB spoke about the RPS response to the report and the work that now needs to take place.</p> <p>RPS recognises that significant challenges lie ahead and is fully prepared to embrace those challenges, working collaboratively with the other professional leadership bodies (PLBs) and the specialist pharmacy groups that the report recognises. The report makes some significant observations and recommendations. RPS will consider the report and recommendations very</p>	

carefully before reporting to the Commission. RPS released a statement as an initial response to the report: <https://www.rpharms.com/about-us/news/details/our-initial-response-to-the-commission-on-pharmacy-professional-leadership>. The priority now is to listen to the membership and to other pharmacy organisations and understand everyone's views; the process has started already. There is an email address for members: support@rpharms.com or members can contact the Support Team directly. A survey seeking views from the RPS membership is also being considered.

RPS Assembly is to hold an extraordinary meeting on 20 February specifically to consider and assess feedback received and the recommendations in the report.

RPS is in open and constant dialogue with other PLBs and with SPGs; intention to meet soon with colleague PLBs to understand their positions. This agenda item was then opened up to Board members for comments and questions.

- There was concern that the report was exclusive rather than inclusive; that any council would need to embrace all of pharmacy representative bodies
- The timescale for the recommendations is over a 3-5 year period. It was felt that it should be much quicker
- Concern that CA was a member of the commission as an independent member but was quoted as RPS President
- Opportunity as well as a challenge. It is essential to embrace other pharmacy organisations 'to truly be the voice of the pharmacy profession'.
- The report recognises the role of engagement, locally, nationally and internationally. Will the RPS regional ambassadors have a role to play?
- How will the new structure be funded?

In conclusion, it was felt that the report raises very many questions and so Board members are asked to encourage their networks to engage with RPS via email and the survey.

Action: Board members to encourage their networks to engage with RPS via email and the survey so that RPS can engage with as many members and non-member pharmacist as possible.

BMs

23/02/NPB.07.	<p>GB business plan for 2023 for the 3 country boards (Papers: 23.02/NPB/07) Chair: Chair, EPB Led by: Country Directors (CDs)</p> <p>EJ introduced the GB Business Plan for 2023 – it is a plan on a page and provided a brief overview and update of the following three core themes:</p> <p>Advancing Professional Picture Country visions – Visions have been successfully launched in all three countries. The next steps will be to make all those visions a reality, ensuring that there is alignment with all three countries. Independent Prescribing (IP) – Country teams continue to have focus on IP with the RPS guidance on expanding scope of practice, adding to the tools and support provided by RPS. Pharmacogenomics - Sophie Harding is remaining with RPS for Q1 2023 to ensure the breadth of experience is retained. A high-level statement in collaboration with other groups is being developed. A series of webinars has also been very successful.</p> <p>Professional Belonging Health Inequalities - RPS conference keynote speaker Michael Marmot focussed on health inequalities and his presentation was very well received. Sustainability –RPS climate change charter, and RPS is very active through the UK Health Alliance, and we are taking part in events to support the agenda e.g President cycling around London, Green impact tools etc. Strengthening Pharmacy Governance – sessions have been held with members and boards Professional belonging – The RPS workforce wellbeing survey revealed the same issues as the previous year. I &D is being driven forward. Expert Advisory Boards – Board members of the three countries have stepped forward to give further support to the EAGs and this will be implemented for Q2 2023.</p> <p>Professional Engagement Cross sector working is happening in all countries and the political work and member engagement agenda is moving forward.</p>	
----------------------	---	--

Updates were provided by Scotland, England and Wales on Independent Prescribing (IP) and Vision work as follows: -

Independent Prescribing

Scotland – NHS Pharmacy First Plus is ongoing and looking to expand this, and a teach and treat pharmacy has been set up where the support of experienced pharmacist is available.

A number of projects are set to get DPP.

Wales – IP is key thread for the vision. And Welsh Government has provided additional funding to support the existing workforce in undertaking IP. The vision is that every pharmacy in Wales will have an IP by 2030. Expanding Clinical role fully aligned to vision and there are now 137 IPs in community pharmacy. RPS is undertaking a review of clinical hospital services in Wales on behalf of the Welsh Government and has a key focus on IP in hospital.

England - Expressions of interest for community pathfinder have commenced. A framework for Community Pharmacy around minor ailments scheme is being developed. Meetings are regularly held with BMA and other allied health care professions.

Vision

Scotland - The vision was published a year ago. Best practice event has been held and webinars held across the year highlight the vision. Scotland have met with specific MSPs to raise the agenda and have also launched Health Inequalities position statement.

England - A session on the three key areas is to be discussed in detail at the England open business session later in the day. There will be a group established- vision oversight group to drive the vision forward.

Wales – We have refreshed the set of 2025 goals and set the stepping stones, which was created through extensive engagement. The launch event was attended by the Health Minister. The website has been updated and rebranded. Responsibility for the Delivery Board has transferred to RPS from Welsh Government.

The NPB were content with the direction of travel with the workplans. Concern was raised that there should be a consistent approach with IP, noting that nuances are different in each country

The NPB **agreed** that the key priorities discussed as aboard in the November country working

	sessions reflect the GB workplan for 2023 and were content to sign this off.	
23/02/NPB.08.	<p>Medicines Shortages (Paper: 23.02/NPB/08) Chair: Chair, EPB Led by: CDs</p> <p>The NPB noted that Medicine shortages continues to be a concern and the board recognise the pressure on members.</p>	
23/02/NPB.09.	<p>Membership Chair: Chair, EPB Led by: Neville Carter (NC), CEMO, Neal Patel (NP), Associate Director, PMED</p> <p>NC introduced himself to the meeting.</p> <p>NP provided a brief update on three items as follows: -</p> <p>Renewals are on track for numbers and are progressing performance well</p> <p>Salesforce - the process of moving data has commenced and everything is looking very accurate</p> <p>New products on the horizon, transforming MEP into a digital version</p>	
23.02/NPB.10.	<p>Papers for noting (Papers: 23.02/NPB/10 (i) to (ix)) Chair: Chair, EPB Led by: Chair, EPB</p> <p>The following papers were noted by all board members:</p> <ul style="list-style-type: none"> i. Science & Research update ii. Independent prescribing iii. Education update iv. Policy and consultations v. Public Affairs vi. Sustainability 	

	vii. Pharmacogenomics viii. Inclusion & Diversity ix. Workforce wellbeing	
23.02.NPB/11.	Any other Open business Chair: Chair, EPB, Led by: Chair, EPB There was no other open business	
22.02.NPB.12	Dates of joint board meetings for 2023 Chair: Chair, EPB, Led by: Chair, EPB 20 June – face to face meeting induction and working day for England and Wales only 21 June – face to face meeting 20 September – zoom meeting 9 November – face to face in London	

The meeting closed at: 10.55am

Action list:

Item No	Action	By Whom	By when/open/closed/comments
23.02.NPB.0 3A	Action: CR to amend JS's dec of interests to reflect that: <ul style="list-style-type: none"> • no longer a Director of the Brush Bus Ltd and Action: CR to amend JS's dec of interests to reflect to add: <ul style="list-style-type: none"> • Spa Pharmacare Ltd, Director, • Director, CPS Service Ltd 	CR	Open - March

	To amend: <ul style="list-style-type: none">• Member, Community Pharmacy Scotland to Director, Community Pharmacy Scotland.		
23.02.NPB.0 3A	Action: CW to amend Decs of Interest for GJ to reflect current role and C Way to reflect missing current role.	CW	Open – March