

WELSH PHARMACY BOARD MEETING – OPEN BUSINESS

Minutes of the open meeting held on Wednesday 21st June 2023 at Ash Tree Court, Woodsy Close, Cardiff, CF23 9RW

Present:

Welsh Pharmacy Board

Geraldine Mccaffrey (GM) Chair Cheryl Way (CW), vice chair, Richard Evans (RE), Gareth Hughes (GF), Rafia Jamil (RJ), Lowri Puw (LP), Dylan Jones. (DJ), Rhian Lloyd – Evans, (RLE) Liz Hallett, (LH), Helen Davies, (HD) and Jodie Gwenter, (JG).

In attendance:

RPS Staff

Cath Ward (CW) Business Manager, Wales, Alwyn Fortune (AF) Policy and Engagement Lead Wales, Elen Jones (EJ) Director for Wales, Iwan Hughes (IH) Acting Head of External Relations Wales. Avril Chester, (AC) Chief Technology Officer, Sam Fisher, (SF) PDAHW interim lead, and Laura Humphrey, (LH) Project Manager Hospital Review.

Apologies

None

No members were in attendance.

23.06WPB01	Welcome and apologies.	GMc welcomed everyone to the meeting.
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23.06WPB02	Declarations of Interest	Amended declarations of interest submitted from RE and HD. Action 1 – CW to make amendments ahead of the next NPB meeting scheduled September.
23.06WPB03	Minutes and matters arising	To approve minutes from the open business of WPB meeting on 3rd February The Welsh Pharmacy Board approved the minutes of the meeting on 3 rd February 2023. Approved by: Lowri Puw Seconded by: Cheryl Way
23.06WPB04	Directors Report	EJ updated the WPB on the various meetings and conferences that she had attended and participated in as Director. Highlights as follows: - <ul style="list-style-type: none"> - Women to watch at House of Commons, which Baroness Finlay was in attendance. - Chief Pharmacist Symposium at which EJ was a speaker. - Substance misuse conference at Swansea University. - Careers fair in Cardiff University, - Language in HealthCare conference. - Yellow Card conference. - Judging panel on Pharmacy magazine. - ABPI dinner and lecture. - NHS 111 programme board. - EJ, AF, and LH attended the last meeting of the community health council. Will continue working with LLais. - EJ and AF will attend the HEIW workforce plan launch on 30th June.

- The board were asked to consider representing RPS at the People who care launch drop in scheduled 4th July at the Senedd. – JG said she may be able to attend.
- EJ advised that the Greener Pharmacy work commissioned by NHSE would be applicable across community pharmacy and Hospitals in GB, but we are cognisant that a primary care framework already exists in Wales and the project would invite PHW to be a part of the expert steering group.
- EJ thanked BMs for helping to arrange Professor Michael Dooley visit to Wales.

Marie Curie – EJ thanked DB and IH for the work on the Daffodil Standards and reported that she was delighted with the number of CPs signing up.

EJ also thanked CW for the work with the RPS Ambassadors, AF for his work on the Hospital Review, and IH for the PA work. EJ advised that the Wales Team were previously a team of 8 and it has become apparent that additional staff resources are needed for the Engagement role, as the team returns to more eternal and member facing work following the pandemic.

Pharmacogenomics as a work stream was discussed and the board agreed that the potential in this area is vast and should link in with what PhP products particularly in relation to pharmacogenomic dosing recommendations for the UK. Lessons could be learnt from the work of the Duth Pharmacogenomics Working Group.

Action 2– AC to take back to Karen Baxter what are the opportunities for PhP products aligning to Pharmacogenomics, including pharmacogenomic dosing recommendations for the UK.

The board also raised the issue of secondment opportunities in the Wales Office, and expressed a view rather than selecting people, that there should be a more open process. EJ advised that several job roles had been advertised for secondment opportunities, but unfortunately, the response rate had been low. This meant that for some critical contracts, with tight time schedules, we needed staff with specific and senior expertise.

EJ said that she would be mindful of this, and BMs should assist in maximising the advertisement of any future secondment opportunities.

23.06WPB05	PDaHW	<p>SF gave an update on the progress to date for the PDaHW project.</p> <ul style="list-style-type: none"> - Chris Martin had been appointed as Chair of the Delivery Board. - Delivery board had been refreshed and membership has been reviewed. - Refreshed Terms of Reference for Delivery Board agreed. - Review of Programme Governance to ensure we are set up for success. - Declaration of Interest Forms had been developed, Tor's developed for Working Groups and ways of working scoped. - Templates and standardised ways of working to ensure Working Groups are consistent. <p>The Delivery Board Discussion and standardised feedback from Delivery Board to WPC/WPP</p> <ul style="list-style-type: none"> - Chairs have been identified (Jon Simms SPC, Cheryl Way Inn+Tech and Kathryn Davies EPE) - Members mapped to ensure relevant expertise, sector, and geographical coverage, WPhC and Delivery Board Membership - New project leads Emily Guerin and Anna Croston have now started their 12- month secondments. <p>There was a discussion around the evaluation of the seed funded projects for PDaHW from 2021/2022, and the board asked if there would be future funding. EJ advised that specific funding had not been allocated, but that there was an option to bid for a project.</p> <p>The board also asked about the Champions Network and SF advised that early discussions were already happening around various choices eg learning at lunch, and the Champions Network will be launched at the PDaHW conference in September.</p> <p>Action 3 -LH to discuss with WG if the evaluation of the previous seed funded projects is available.</p>
		<p>Open meeting closed at 15.00</p>

Action List

Item	Action	By Whom	Open/Closed/Comments
23.06. WPB02	Action 1 – CW to make amendments ahead of the next NPB meeting scheduled September.	CW	Open/Closed
23.06. WPB04	Action 2– AC to take back to Karen Baxter what are the opportunities for PhP products aligning to Pharmacogenomics, including pharmacogenomic dosing recommendations for the UK.	AC	Open
23.06. WPB05	Action 3 -LH to discuss with WG if the evaluation of the previous seed funded projects is available	LH	Open