


Minutes of the Assembly Meeting held on Wednesday 6th April, 66-68 East Smithfield

OPEN BUSINESS

Present: Ash Soni (AS) - President, Claire Anderson (CA), Martin Astbury(MA), Anthony Cox (AC), Sid Dajani (SD) – Treasurer, Sandra Gidley(SG), Linda Hakes (LH) , Paul Harris (PH), John McAnaw (JM), Suzanne Scott-Thomas, David Thomson (DT) and Hamish Wilson (HW)

In attendance: Mair Davies (MD), Alison Douglas (AD), Howard Duff (HD), Catherine Duggan (CD), Helen Gordon (HG), Alina Lourie (AL), Alex MacKinnon (AM), Jo Mills (JM), Simon Redman (SR), Aamer Safdar (AS), and Patrick Stubbs (PS)

Apologies: Duncan Craig (DC), Mahendra Patel (MP)

Item	Related Paper	Minute	Action by
16/04/ASB/01		<p>Welcome and apologies Apologies were received from Duncan Craig and Mahendra Patel.</p> <p>Aamer Safdar, English Board Member, was welcomed as an observer.</p>	
16/04/ASB/02	16/04/ASB/02	<p>Declaration of Interests Members' declaration of interests were noted. SG noted that the list needed to be updated to take into account the recent amendments submitted via the National Board administrators.</p> <p>ACTION - AD</p>	AD
16/04/ASB/03	16/04/ASB/03	<p>Minutes of Open Business of the Assembly Meeting 11th November 2015 Item 15/11/ASB/05 – Publication of Members' Expenses SG noted she had not suggested that the expenses for members should be published on-line.</p> <p>With this amendment, the minutes of the open business of the meetings held on 11th November were AGREED as a true and accurate record.</p>	

16/04/ASB/04	16/04/ASB/04	<p>Matters Arising from Open Business minutes</p> <p>a) Item 15/11/ASB/04 – National Pharmacy Board Elections</p> <p>Noted that the Effective Date for the Welsh Pharmacy Board had now been corrected from 21st June to 20th June.</p> <p>HD reported that nominations had closed on 1st April. 11 nominations for the 5 EPB vacancies had been received, 5 for the 3 SPB vacancies and 5 for the 4 WPB vacancies so elections would be held in all three countries.</p> <p>The electoral roll will close on 14th April, with voting opening on 5th May.</p> <p>As requested at the November meeting, a four page election supplement will be included in the April edition of PJ.</p> <p>b) Item 15/11/ASB/05 – Publication of Members’ Expenses</p> <p>The proposal for publishing Members’ expenses were discussed and the following AGREED:</p> <ul style="list-style-type: none"> • Option ii, Simple Detail Headline totals, was preferred. The total of the amount claimed by each individual over the course of the year, broken down into i) attendance allowance, ii) travel expenses and iii) locum fees would be published, along with the name of the member, their position and their geographic location. <p style="padding-left: 40px;">Eg. Assembly Member A, Anytown, XXX Board Member</p> <table style="margin-left: 40px; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">2016 Attendance Allowance</td> <td>£2,000</td> </tr> <tr> <td>2016 Travel Expenses</td> <td>£500</td> </tr> <tr> <td>2016 Locum Fees</td> <td>£2,000</td> </tr> <tr> <td>Total</td> <td>£4,500</td> </tr> </table> <ul style="list-style-type: none"> • some form of wording will be included to explain that overall expenses figures were not necessarily indicative of an individual’s work for the RPS over the course of a year, and that the information was being provided purely for transparency/audit purposes. • members will be sent the details prior to publication to check and verify • the information would be included in the Annual Report and would be provided for all members of the Assembly and National Boards • Assembly may wish to extend this at some point in the future to include more detail and/or members of other Boards <p>ACTION – SR/PS</p>	2016 Attendance Allowance	£2,000	2016 Travel Expenses	£500	2016 Locum Fees	£2,000	Total	£4,500	SR/PS
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		<p>c) Item 15/11/ASB/07 – Assembly Members’ Terms of Office Noted that Duncan Craig, Linda Hakes and Hamish Wilson had agreed to accept their extended terms of office and will now demit office in July 2017.</p> <p>d) Item 15/11/ASB/09 – Library & Museum The update on the library vision and museum programme was noted. CD confirmed that the museum was open to the public during office hours.</p> <p>SD requested that an update be provided at the July meeting on plans for rotating exhibits to the Scottish and Welsh offices and would like to see a creation of a National Museum Policy. CD welcomed the suggestion and added that this will form part of the agenda for the new Advisory Group.</p> <p>ACTION - CD</p>	CD
16/04/ASB/05	16/04/ASB/05	<p>Any Other Business HG reported that this would be PS’s final Assembly meeting. After eight years as the Director for Membership & Marketing he will be leaving the Society in June. The recruitment process is now underway to find a replacement but noted that the post was being slightly amended to include a wider product development across PLB as a whole. In the interim acting arrangements have been put in place.</p>	
16/04/ASB/06	16/04/ASB/06	<p>Updates from the Boards The written updates from English, Scottish and Welsh Boards were noted.</p> <p>a) England SG reported that in addition to the work on the Community Pharmacy consultation, work was also being undertaken on the Carter reforms which will be reported on at the EPB meeting next week.</p> <p>b) Scotland JMc reported that in the run up to the Scottish Government elections in May there had been an exponential growth in politicians seeking RPS visits and a very positive response to the manifesto. AMc and the SPB team were congratulated on this.</p> <p>Progress has been made on taking the Primary Care out-of-hours service review forward and an implementation plan is being developed.</p>	

		<p>Work is also being undertaken on showcasing the Pharmacy Patient Portal to allow access to patient records.</p> <p>c) Wales SST added that in the run up to the Welsh Government elections in May, the WPB had also seen greater interest than even being shown in their manifesto.</p> <p>Welsh Care Home policy is the key item being taken forward at present and the WPB team has been invited to present on this to the Welsh Government, a first for the team, who were congratulated.</p> <p>SD asked if there was any update on the IT roll out strategy for platform support. SST clarified that this project was only receiving £750k investment. SD believed that both SPB and EPB could learn valuable lessons from this and asked if an update could be provided for the IMT Group meeting.</p> <p>ACTION – SST/SD</p> <p>SD asked if progress had been made on giving more time to Chairs to publicise the work of the Boards at the AGM. HG reported that the AGM agenda had now been revised to give more time for the individual Board Chairs to speak and PS confirmed that items covering Board work would also be coming to the Conference Committee for inclusion in the programme here too.</p> <p>LH expressed disappointment that there was little if any science contained in the three reports. As the Academy has an event coming up on Antibiotics she will send details to the Board Directors to promote. AMc added that there was a science event planned at the Scottish Parliament later this year and an NSP sponsored event coming up too.</p> <p>ACTION - LH</p>	<p>SST/SD</p> <p>LH</p>
16/04/ASB/07	16/04/ASB/07	<p>Date of next meeting Noted that the Assembly Induction Day would be held on 19th July and the Assembly Meeting would be held on 20th July.</p>	