

English Pharmacy Board meeting 8<sup>th</sup> October 2015

**OPEN BUSINESS**

**Open Business will be taken between 9.00 and 15.30**

**Lunch (working sandwich lunch) will be taken between 13.15 and 13.45**

**The meeting will be held at the Training Room, Manchester Pharmacy School,  
Stopford Building, University of Manchester,  
Oxford Road, M13 9PT**

**OPEN BUSINESS AGENDA**

<b>Item (approx. start time)</b>	<b>Subject</b>	<b>Purpose</b>	<b>Related papers/slides</b>	<b>Objective</b>	<b>Item led by</b>
1 (9.00)	Welcome	For noting	No paper/Verbal address	Welcome and introductions members and guests and in particular to:- Lottie Bain Nick Kaye Sue Sharpe Linda Bracewell Michael Champion Laura Sile	Chair
2	Apologies	For noting	No paper/Verbal address	To note apologies	Chair
3	Declarations of Interest	For noting	15.10/EPB.03	To note declarations of interest (either standing interests or interests specific to this meeting)	Chair
4	Minutes	For decision	15.10/EPB.04	To approve minutes from the open business of	Chair

				EPB meeting on 25 <sup>th</sup> June 2015	
5	Matters arising	For noting	15.10/EPB.05	To note matters arising from the above minutes that are not specifically included on the agenda	Chair
6	Governance Handbook 2015-2016	To note	No paper issued (due to size) please view handbook at <a href="http://www.rpharms.com/assembly-pdfs/governancehandbook.pdf">http://www.rpharms.com/assembly-pdfs/governancehandbook.pdf</a>	The EPB is asked to note the Governance Handbook 2015/2016 edition, as approved by the Assembly at their meeting in July.	Yvonne Dennington
7 (9.20)	Update papers and verbal reports on various work streams	For noting, discussion and decisions	15.10/EPB.07 (i) – (vii)  (i) Corporate Communications Update  (ii) Public Affairs verbal update  (iii) Local Practice forum update including a request for members of a task and finish group  (iv) Information Management & Technology  (v) Pharmacy Public Health Forum (verbal	To note, discuss and take decisions as appropriate	Neal Patel  Charles Willis Alice Dartnell  Sultan “Sid” Dajani/Heidi Wright  Helen Gordon  Heidi Wright

			update)  (vi) Consultations and Policy  (vii) Medicines Optimisation		Heidi Wright
8 (9.50)	Update papers for Professional Support and Development Directorate	For noting and discussion (some updates may be verbal)	15.10/EPB.08 (i) – (v)  (i) Science and Research  (ii) Professional Standards  (iii) Library and Museum  (iv) Faculty  (v) Foundation		Catherine Duggan
9 (10.20)	Visit from Sue Sharpe, Chief Executive of the Pharmaceutical Services Negotiating Committee	For discussion	Verbal presentation and discussion	To update the EPB on current contractual issue and future alignment of primary care contracts	Sue Sharpe
10 (11.35)	Public Affairs and Policy Statements	Nothing to report this quarter		To update EPB members on PA and Policy statements	Charles Willis/Howard Duff
11 (11.40)	EPB Campaigns	For discussion and decisions	Verbal presentation	To update EPB members on current and future EPB campaigns	Howard Duff/
12 (12.10)	EPB Business Plan	For discussion	15.10/EPB.12 (i) (2015) and 12 (ii) (2016)	Discuss EPB Business Plan for 2015 and 2016	Howard Duff

<b>Lunch (working sandwich lunch) 13.15 – 13.45</b>					
13 (13.45)	Action Plan for Community Pharmacy	For discussion			Chair/Howard Duff
<b>14 (14.30)</b>	Update on IT from Muhammed Hussain	For discussion		Update on the IT programme for pharmacy and information on the summary care record roll out	
14 (15.20)	Key Messages	For decision	Verbal	EPB to agree key messages for pharmacy press from the meeting	Neal Patel/Sandra Gidley
15	Any other business	For discussion		English Pharmacy Board members should inform the Board Secretary in writing at least 48 hours before the meeting of any matter that is to be raised under Any other Business	Chair
16	Dates of next meetings	For noting	(all dates to be diarised. Board meeting dates are firm dates but working days will only be used at the discretion of the Chair and Director for England)	EPB ~Wkg Day – 27 <sup>th</sup> January 2016 EPB meeting – 28 <sup>th</sup> January 2016 TENTATIVE – WPB working day 12 <sup>th</sup> April 2016 EPB meeting 13 <sup>th</sup> April 2016 EPB induction and working day – 22 June 2015 EPB meeting 23 June 2016 EPB working day – 5 <sup>th</sup> October 2016 EPB meeting 6 <sup>th</sup> October 2016	Chair
<b>Close of meeting 15.30</b>					