

## Minutes of the meeting of the English Pharmacy Board - Open business

**Minutes of the meeting held on 22nd June 2016 at 10.30 am in the Ground floor Conference Suite at the RPS, 66 East Smithfield, London E1W 1AW**

### **Present**

Sandra Gidley (Chair)  
Catherine Armstrong  
David Branford  
Sibby Buckle  
Sultan "Sid" Dajani  
Mahendra Patel (from 11.50am)  
Ash Soni

Claire Anderson (Vice Chair)  
Martin Astbury  
Elizabeth Butterfield  
David Carter  
Deborah Evans  
Aamer Safdar

### **In Attendance**

Helen Gordon  
Catherine Duggan

Charles Willis  
Neal Patel  
Heidi Wright  
Alice Dartnell  
Stephani Loro

Peter Mason

Julia Robinson  
Rachel Joynes

Yvonne Dennington

Chief Executive  
Interim Director for England and Director of Professional Development and Support  
Head of Public Affairs  
Head of Corporate Communications  
Practice and Policy Lead for England  
Local Relationship Manager  
HR Manager (in preparation for the development session)  
Lloydmasters (in preparation for the development session)  
PJ, RPS Correspondent  
Head of Research, Professional Development and Support  
EPB Secretary

### **Apologies**

Tracey Thornley

### **16/71 Welcome and Introductions**

Catherine Duggan welcomed EPB members and staff.

### **16/72 Apologies**

Apologies were received from Tracey Thornley.

Mahendra Patel informed the Chair that he would be late due to transport problems.

### **16/73 Election of Chairman**

Catherine Duggan, took the chair for this item. Catherine informed the Board that she had taken over the role of Interim Director for England for a period of 5 – 6 months.

Catherine informed the Board that only one nomination had been received for Chair after following due process as set out in Appendix I of the Governance Handbook, calling for nominations in advance of the meeting. The following nomination was received:-

Sandra Gidley	Nominated by Catherine Armstrong Seconded by Elizabeth Butterfield
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Catherine Duggan requested that the Board affirm Sandra Gidley as the Chair of the English Pharmacy Board for 2016/2017. The English Pharmacy Board members were unanimous in confirming Sandra Gidley as Chair for the coming year.

The Chair's written statement is attached as Appendix A and will be published by the Pharmaceutical Journal.

Sandra Gidley, the Chair of the English Pharmacy Board, took the Chair.

Sandra Gidley thanked Board members for their vote of confidence, and said she was looking forward to working with the Board for another year and working across the whole business. The past year had not been without challenges and cited the community pharmacy reforms. Sandra said it will be a busy time ahead with challenges in community, hospital and academia as well as business as usual. The planned campaign work is coming to an end and the Board need to think of new campaigns and review the past campaigns. From a personal perspective Sandra thought the campaigns way of working had worked well and much of the EPB's work linked to the campaigns had been influential. The Now or Never work has been widely cited and recently quoted in the PV/PSNC Forward View document.

Sandra welcomed new, returning and re-elected members to the Board saying that there was a challenging year ahead and asked for the Board's support for Catherine in her new role as interim director.

As Mahendra Patel was delayed, it was decided that item 6 on the agenda was to be discussed before the elections for Vice Chair and Assembly members took place.

**16/74 Statutory Item: Re the removal of sectoral places and whether the EPB can continue to properly fulfil it's duties**

**The English Pharmacy Board noted and discussed** paper 16.06/EPB.06 (22 June).

The Chair introduced the item asking if there were any concerns with the outcome of this year's election.

A discussion took place and some of the points made included:-

- Currently there is diversity of sectors within the board
- The associated costs of co-option should be recognised
- Make greater use of the expert advisory boards and forums for additional expertise when required
- Industrial and veterinary groups are underutilised – consider using their expertise
- Co-opting this year could set a precedent – moving to a 15 person board
- Concerns raised about the removal of sectoral places – suggestion of having one place on the board for each sector
- Include members of board onto expert advisory groups
- Currently looking at improving synergy between the boards, expert advisory groups and forums
- Greater explanation of the role of a board member is required – remove the word “sector” this no longer works in healthcare
- Currently no evidence to reverse the decision made last year to remove sectoral places but continue to review annually

**The English Pharmacy Board agreed** that there will be no changes to the composition of the EPB for this year. The situation will be reviewed annually. It was also agreed that more use should be made of the expertise within the expert advisory groups and forums. At present, the RPS has two forums; one for veterinary and another for industry colleagues. In addition, at the present time, there are two Expert Advisory Panels for Science and Education and advisory groups for AMR and Hospital.

**Action:** YD to send a link to the RPS webpage for these groups and forums.

**16/75 Election of Vice Chair**

The Chair, explained the process for the nomination of Vice-Chair in accordance with Appendix I of the Governance Handbook and informed the Board that one nomination had been received in advance of the meeting and asked for further nominations. No other nominations were forthcoming at the meeting. The nomination received was:-

Claire Anderson

Nominated by Mahendra Patel  
Seconded by Martin Astbury

The Chair requested that the Board affirm Claire Anderson as the Vice Chair of the EPB for 2016/2017. The English Pharmacy Board members were unanimous in confirming Claire Anderson as Vice Chair for the coming year.

Claire thanked Board members for their support in electing her as Vice Chair unopposed, saying how glad she was that the Board had voted her in to continue the work for another year.

#### **16/76 Election for the Appointment of Five Board Members to the Assembly**

In accordance with Appendix J of the Governance Handbook the Chair called for nominations for Assembly members. In the interests of saving time the Board agreed to block proposers and seconders for the following nominations that were received:-

<b>Candidate</b>	<b>Nominator</b>	<b>Secunder</b>
Ash Soni	Martin Astbury	David Carter
Sultan "Sid" Dajani	Martin Astbury	David Carter
Martin Astbury	David Carter	Martin Astbury
Mahendra Patel	Martin Astbury	David Carter
Sibby Buckle	Martin Astbury	David Carter
Catherine Armstrong	Martin Astbury	David Carter
Deborah Evans	Martin Astbury	David Carter
David Carter	Martin Astbury	David Carter
Elizabeth Butterfield	Martin Astbury	David Carter
David Branford	Martin Astbury	David Carter
Aamer Safdar	Martin Astbury	David Carter

No supporting speeches were made ahead of the ballot. A ballot was held in secret and the following five Board members were appointed to the Assembly:-

Martin Astbury  
Sultan "Sid" Dajani  
Catherine Armstrong  
David Carter  
Sibby Buckle

The Chair congratulated the five new Assembly members and asked them for some words in response. New Assembly members are to note the dates of the Assembly induction and meeting days – 19<sup>th</sup> and 20<sup>th</sup> July 2016.

The results of the elections of Chair, Vice Chair and Assembly members will be published in the Pharmaceutical Journal and a press release will be issued.

The new Assembly members thanked the board for appointing them to the Assembly.

**16/77** The formal open business section of the meeting closed at 11.30am. The Board had a short recess followed by a board development day facilitated by external

consultants, Lloydmasters. Formal EPB business is to resume on 23rd June 2016 at 9.00am.

**16/78 Dates of next meetings (2016)**

EPB working day

Wednesday 5th October 2016

EPB meeting

Thursday 6th October 2016

Dates for the meetings in 2017 will be issued once confirmed by the Assembly at their meeting in July.

***Board Members please note:*** All of the above dates are to be diarised across the EPB. Board meeting dates are firm dates but Working Days will only be used at the discretion of the Chair and the Director for England.

## Appendix A

### **Sandra Gidley's supporting statement for Chair of English Pharmacy Board 2016**

The last year has been one of the most challenging in the history of the profession. The Carter review, affecting hospital pharmacy, and the review of the community pharmacy to become contractual framework both give a clear message. Pharmacy has to change and the future is more clinical.

Whilst many in the profession welcome the opportunity to make better use of learned clinical skills, this direction of travel is not without its threats. Simply put, when professionals are concerned about earning a living then the proposed changes represent a threat rather than an opportunity. As the Professional Leadership body it is our responsibility to lead that change but not be afraid to demand that clinical services are adequately funded and that pharmacists should play an integral role in the primary care team, in much the same way that they do in hospital.

Over the past year I have been proud of the way that the Board, and Team England, have worked together in response to the challenges facing the profession. We have managed to come to a consensus around some very difficult issues and have also formed stronger relationships with the other pharmacy bodies.

I want to build on that over the next year by developing some of the message and themes in our campaigns. Our campaigns on Care Homes, Urgent and Emergency Care and pharmacists working with GPs will be used as a basis for this work and we will be launching a new campaign, later in the year, on pharmacists managing long term conditions. All of this work has been very timely and has meant that we have been able to provide coherent ideas to DH and NHS England. Underpinning all of this has been the campaign on read/write access to full care records, which is absolutely vital if the NHS is going to make full use of pharmacy's potential.

I have been privileged to work with a very talented and engaged board and over the next year I want to ensure that every board member is able to play to their strengths and make a difference individually and collectively.

Over the next year we need to be more ambitious in promoting our profession to key opinion formers in the worlds of health and politics and forge stronger relationships with other professional bodies and Royal Colleges. We also need to build on newly strengthened relationships with other pharmacy bodies.

Over the past year I have developed links with hospital pharmacists and taken time to develop a greater understanding of the issues. The unforeseen workload associated with the community pharmacy consultation means that I have not been able to develop the links I would like with primary care and academia. Over the next year I would like the Board to have a greater focus on all areas of the profession.

When I look back over the last year I can see that we have achieved a huge amount but there is still much that needs to be done if we are to achieve our aim in ensuring that pharmacy achieves its true potential and helping our members prepare for the changes ahead.

I have led the board through a turbulent and challenging year and seek your support in continuing the work for another year.