

English Pharmacy Board meeting 23rd June 2016

OPEN BUSINESS

Open Business will be taken between 9.00am – 15.00pm

Confidential business will be taken between 15.00pm – 16.00pm

Lunch will be taken between in the staff restaurant 13.00pm – 13.45pm

The meeting will be held in Conference Room, ground floor at the Royal Pharmaceutical Society, 66 East Smithfield, London E1W 1AW

OPEN BUSINESS AGENDA 23rd June 2016 (followed by a short confidential session – separate agenda)

Item (□pprox.. start time)	Subject	Purpose	Related papers/slides	Objective	Item led by
1 (9.00)	Welcome	For noting	No paper/Verbal address	Welcome and introductions of members and guests and in particular to:- Mona Sood, Jaqueline Kinsey, Shrops and Staffs LPF	Chair
2	Apologies	For noting	No paper/Verbal address	To note apologies	Chair
3	Declarations of Interest	For noting	16.06/EPB.03	To note declarations of interest (either standing interests or interests specific to this meeting)	Chair
4 (9.10/ 5 min)	Minutes	For decision	16.06/EPB.04 and b	To approve minutes from the open business of EPB meeting on 13 th April	Chair
5 (9.15/ 10mins)	Matters arising	For noting	16.06/EPB.05	To note matters arising from the above minutes that are not specifically included on the agenda	Chair
6 (9.25/ 30 mins)	Update papers and	For noting	16.06/EPB.06 (i) – (viii)	To note the updates	

Time allowance for issues that may have arisen and need to be discussed)	verbal reports on various work streams		(i)Corporate Communications Update (ii) Public Affairs verbal update (iii) Local Practice forum update (iv) Information Management & Technology (v)Pharmacy Public Health Forum (verbal update – development on HLPs) (vi) Consultations and Policy (vii) Medicines Optimisation (viii) Web development update		Neal Patel Charles Willis Alice Dartnell Sultan “Sid” Dajani/Heidi Wright Helen Gordon Heidi Wright Heidi Wright Nick David
7 (9.55/ 30 mins)	Update papers for	For noting	16.06/EPB.07	To note the updates	Catherine Duggan

Time allowance for any issues that may have arisen and need to be discussed)	Professional Development and Support Directorate				
8(10.25 / 30 mins)	Health Education England update	To update the English Pharmacy Board	Verbal update	Professor Ian Bates to update the English Pharmacy board	Ian bates/Director for England
Coffee 10.55– 11.05					
9 (11.05/ 60 mins)	Discussion on “community pharmacy in 2016/17 and beyond” letter	Discussion	Verbal discussion	The EPB to discuss progress to date and the Pharmacy Voice Forward View (paper to follow from PV).	Director for England/Chair
10 (12.05/ 20 mins)	Public Affairs and Policy Statements	For noting and decision - Cannabis and “Z” drugs	16.06/EPB/10 (a) and (b)	To update EPB members on PA and Policy statements	Charles Willis
11 (12.25 30 mins)	EPB Campaigns	For discussion and decisions	Verbal presentation	To update EPB members on current and future EPB campaigns, including the work on error reporting and prescribing	Chair/Director for England/Heidi Wright
Lunch 13.00 - 13.45					
12 (13.45 - 60 mins)	EPB Operational	Discussion	16.06/EPB.12 (a) and (b)	For the EPB to:- (a) Discuss the operational plan (to be tabled) (b) Discuss the crossover of work between the	Director for England/Heidi

	Plan and NHS report "Our 2016/17 Business Plan"			EPB operational plan and the NHS report "Our 2016/17 Business Plan" as per paper (b)	Wright
13 (14.45/10 mins)	Key Messages	For decision	Verbal	EPB to agree key messages from the meeting for pharmacy press	Neal Patel/Chair
14 (14.55/10 mins)	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
15 (15.00)	Dates of next meetings	For noting	(all dates to be diarised. Board meeting dates are firm but working days will only be used at the discretion of the Chair and Dir for England)	EPB working day – 5 th October 2016 EPB meeting 6 th October 2016 Dates for 2017 to be advised.	Chair
Close of open business 15.00 followed by short session of confidential business (separate agenda)					