

English Pharmacy Board meeting 5<sup>th</sup> April 2017

OPEN BUSINESS

Open Business will be taken between 9.00am – 16.00pm

Lunch will be taken between 13.00pm – 13.45pm

The meeting will be held at the University of Nottingham School of Pharmacy, Room C29

(School of Pharmacy is number 26 on location map. The School of Pharmacy is located on East Drive which is at the South entrance)

OPEN BUSINESS AGENDA 5<sup>th</sup> April 2017

Item (approx. start time)	Subject	Purpose	Related papers/slides	Objective	Item led by
1 ( 9.00)	Welcome	For noting	Verbal	Welcome and introductions of members and guests:- John Sargeant, Notts & Derby LPF, Harry Cotterill, West Yorkshire LPF, Beth Walton, Notts and Derby LPF (pre-reg pharmacist)	Chair
2	Apologies	For noting	Verbal	To note apologies	Chair
3	Declarations of Interest	For noting	17.04/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	17.04/EPB.04	To approve minutes from the open business of EPB meeting on 26 <sup>th</sup> January 2017	Chair
5 (9.15/ 10mins)	Matters arising	For noting	17.04/EPB.05	To note matters arising from the above minutes that are not specifically included on the agenda	Chair
6 (9.25 – 5 min)	Governance Issues	For decision	17.04/EPB.06 (i) and (ii)	(i) To agree to revised wording for item 3.2 Voting Procedure in the Governance Handbook (ii) to agree the procedure for appointing EPB members to the Assembly for a 2 year period.	Chair/Robbie Turner/Yvonne Dennington

7 (9.30 /5 mins)	Health Education England	For noting	17.04/EPB.07	The English Pharmacy Board to receive an update paper on HEE/HEEAG	Ian Bates
8 (9.35 /20min)	PGEU	Update	17.04/EPB.08	The English Pharmacy Board to receive an update paper on PGEU	Sultan "Sid" Dajani
9(9.55 / 10 mins)	Public Affairs and Policy Statements	For noting	Verbal update	Update on the work of the Public Affairs agency and introduction to the new Public Affairs Manager, John Lunny	Chair/Neal Patel
10 (10.05 /45 mins)	EPB work programme /campaigns	For discussion and decisions	Presentation 17.04/EPB.10 (a) 17.04/EPB.10 (b)	To update EPB members on current and future EPB work programmes with an overview of future campaigns, and to discuss the EPB business plan (17.04/EPB.10 (a)) and Board members attendance at meetings and ways of working (17.04/EPB.10 (b)).	Chair/Robbie Turner/Heidi Wright/Neal Patel
Coffee 10.50– 11.00					
11 (11.00/ 30 mins) (Time allowance for any issues need to be discussed)	Updates from Professional Development and Support Directorate	For noting	17.04/EPB.11 (i) quarterly report end Dec 16 (circulated) (ii) quarterly report end of March 17 (tabled)	The England Pharmacy Board to note the reports	Catherine Duggan
12 (11.30/ 30 mins) (Time allowance for issues that need to be discussed)	Updates from Team England	For noting	17.04/EPB.12 (i) – (vi) (i) Corporate Comms (ii) Public Affairs (iii) Policy and consultations (iv) IM&T (v) Medicines Optimisation (vi) Web development	The England Pharmacy Board to note the reports	Neal Patel/ Heidi Wright/Robbie turner  Nick David
13 (12.00 - 30 mins)	Local Engagement Plan	For discussion	17.04/EPB.13	The England Pharmacy Board to receive an update on local engagement and to discuss the forward plan	Deborah Evans and Chris John

14 (12.30 / 30 mins)	Update of working with Urgent and Emergency Care	For discussion	Verbal update	The English Pharmacy Board to receive a presentation from Usha Kaushal on her work on urgent and emergency care	Usha Kaushal, <i>Lead Operational Pharmacist (NHS111) Operational Lead Specialist Palliative Care Nurse Team NHS 111</i>
<b>Lunch 13.00 - 13.45</b>					
15 (13.45 / 60 mins)	Update on Urgent and Emergency Care/Pharmacy Integration Fund/Care Homes	For discussion	Verbal update	The English Pharmacy Board to receive a presentation from Anne Joshua on her work on urgent and emergency care	Anne Joshua, <i>Head of Community Pharmacy Strategy Medical Directorate (National Team) NHS England</i>
<b>Coffee/Tea Break 14.45 – 14.55</b>					
16 (14.55 /50 mins)	Integrated care – South West England	For discussion	Verbal update	Update the England Pharmacy Board Integrated care and work force development across the SW of England	David Bearman
17(15.45/ 10 mins)	Key Messages	For decision	Verbal	EPB to agree key messages from the meeting for pharmacy press	Neal Patel/Chair
18 (15.55/ 5 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
19(16.00)	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 Director for England	Dates for 2017 EPB induction and working day – 21 <sup>st</sup> June 2017 EPB meeting – 22 <sup>nd</sup> June 2017 (AGM – 21 <sup>st</sup> June) EPB working day – 4 <sup>th</sup> October 2017 EPB meeting – 5 <sup>th</sup> October 2017	Chair
<b>Close of open business 16.00</b>					