



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

Minutes of the meeting held on 22nd June 2017 in the Events Space, 4th Floor, at the Royal Pharmaceutical Society, 66 East Smithfield, London E1W 1AW

Present

Sandra Gidley (Chair)

Catherine Armstrong

Sibby Buckle (Vice Chair)

Nadia Bukhari

David Carter

Mahendra Patel

Ash Soni

Martin Astbury

David Branford (left at 3.40pm)

Elizabeth Butterfield

Sultan "Sid" Dajani

Aamer Safdar

Tracey Thornley

Guests

Tom Byrne

BPSA, Secretary General

In Attendance

Alex Mackinnon

Robbie Turner

Catherine Duggan

Neal Patel

Heidi Wright

Chris John

Corrine Burns

John Lunny

Interim Chief Executive

Director for England

Director of Professional Development and Support

Head of Corporate Communications

Practice and Policy Lead for England

Workforce Development Lead

Pharmaceutical Journal, RPS correspondent

Public Affairs manager

Yvonne Dennington

Secretary to English Pharmacy Board

Apologies

Claire Anderson

17/74 Welcome and Introductions

The Chair welcomed EPB members and staff to the meeting. Tom Byrne was given a welcome and apology for the overrunning of confidential business. Board members were asked to introduce themselves to Tom when asking him any questions during his session.

17/75 Apologies

Claire Anderson gave apologies, she was unable to attend the meeting due to an urgent family matter that needed her attention.

17/76 Declaration of Interests

The English Pharmacy Board noted paper 17.04/EPB.03. Board members were reminded to send in any amendments to their declarations to Yvonne Dennington and were also asked to state, in the interests of best practice, any declared interest at the start of the discussion to which it relates.

The following updates were received and will be included in the next issue:-

Aamer Safdar requested that “Chair of Apprenticeship Trailblazer Group for Level 4 Pharmacy Technicians” be removed from his declarations of interest.

Mahendra Patel declared an interest in SIGN Scotland.

17/77 Minutes of the meeting held on 5th April 2017

The minutes of the meetings held on 5th April 2017 circulated as paper 17.06/EPB.04 were agreed as an accurate record of proceedings.

17/78 Matters arising not specifically included on the Open Business Agenda

17/41 (17.22) Polypharmacy – Mahendra Patel reported that the Polypharmacy report of the meeting held at the RPS in April 2016 and a supporting blog have now been published.

17/41 Murray Review – The Chair and Robbie Turner met with Keith Ridge and colleagues one week after the result of the judicial review. To date there is no indication of when the response to the Murray Review will be forthcoming. Keith Ridge did say however that there was no reason why the RPS and other organisations could not take some of the recommendations forward. As the new government forms we will continue to ask the new minister for a robust response setting out a clear direction of travel for community pharmacy. It was noted that Bruce Warner gave a similar response to the LPN chairs meeting. The Chair and Robbie Turner both agreed that they will continue to raise this issue in the interest of members and in making sure best use is made of community pharmacy in solving some of the problems of the NHS.

17/41 CPOs comment on prescribing – this issue was raised with Keith Ridge — the RPS will continue to push for all pharmacists to have the opportunity to become prescribers.

17/45 STPs – A follow up STP letter has been delayed due to purdah. The first letter was well received and we will think about issuing a programme of letters.

17/51 – SW England – Ash Soni has offered to pursue obtaining an edited version of the presentation from David Bearman for circulation to the English Pharmacy Board.

17/22 Medicines Optimisation Dashboard – the latest update has been held up due to purdah. Catherine Armstrong will check up on this and report back.

16/113 – Action: Sarah Billington – CQC – Robbie Turner had recently met with Sarah Billington – it was agreed to invite Sarah to the October Board meeting.

17/79 PGEU update

Action: The English Pharmacy Board agreed that in the interest of time they would not take a verbal update at the meeting from Sultan “Sid” Dajani but would instead receive a short update paper from him in due course.

17/80 Ratification of Public Affairs and Policy Statements

The English Pharmacy Board ratified paper 17.06/EPB.07 and appendices. These essential guides are currently on the RPS website. These guides are aimed at helping our members to understand how the external environment operates, looking at national policy and translating it for local use for our members. Currently work is underway on how we engage with and market these to our members.

This discussion led on to a discussion about responding to consultations. The Chair highlighted that the Board has additional expertise that is not available in the team it therefore remains important that board members input into consultations to achieve a wide view. The process for responding to consultations is always under review and currently new response criteria are being developed, but it is important to get wide input in order to submit strong responses and to keep abreast of what is going on.

17/81 Update from Professional Development and Support

Paper 17.06/EPB.08 will be circulated to Board members week commencing 3rd July. Catherine Duggan gave a short verbal update. Currently recruitment is underway for a new Chief Scientist who will be reporting directly to the Chief Executive Officer. The Faculty Board will now become the Faculty and Education Board. An inaugural meeting of the Science and Research Board will take place in December. There will also be an annual Science event in December promoting peer reviewed abstracts.

17/82 Updates from Team England

The English Pharmacy Board noted the update paper 17.06/EPB.09 (i) – (vii).

HEE - Currently the teams are spending an inordinate amount of time being involved in various groups commissioning training for pharmacists and pharmacy teams. These groups are currently confidential therefore there is no update to be given at this stage.

Public Affairs - APPG: It was noted that Oliver Colvile did not get re-elected at the last election, and pharmacy has lost a great advocate. The challenge will be to replace him at the APPG.

Action: A letter to thanks to be sent to Oliver Colvile – John Lunny

John Lunny was thanked for his work on the recent general election.

IM&T – David Branford raised the issue of extra fields being added to the SCR record. Sibby Buckle assured him this was being addressed through the Digital Forum group who are working closely with NHS Digital looking at a standardised dataset. Currently there are no timescales for this.

Ash Soni added that the enhanced SCR is opt in and the current SCR is opt out. He attended a meeting last week where it was discussed that all health professionals should be able to obtain consent from patients not just GPs.

Pharmacy Public Health Forum – Robbie Turner attended his first meeting of this forum. The group asked for a refresh of the Public Health Standards. Robbie said he was able to explain that the standards did not need a refresh, that they were fit for purpose, it was more about implementation and take up of the standards. Currently looking at setting up a task and finish group charged with embedding the standards in the work of others.

STOMPLD - This was included in this update as a useful reminder of the work the EPB is involved in. Both the Chair and David Branford sent a reply to the letter.

Innovation Forum – Action: include this in future Team England updates.

17/83 English Pharmacy Board Programme of Work including Campaigns

Business Plan

The English Pharmacy Board noted paper !7.06/EPB.10 (a), the England business plan with high level objectives.

Local Engagement

The English Pharmacy Board noted paper !7.06/EPB.10 (b).

Chris John gave a short verbal update on progress to date. Following on from agreement at the April EPB meeting, the paper was shared with LPFs. The LPFs were recently surveyed asking what they see as a priority and what support they were looking for from the RPS. Centralising of funds is going ahead in some LPFs. LPFs are currently discontent with the network facility on the new website, we are currently working with them to resolve these issues and in the meantime using our dotmailer system to advertise events on their behalf.

Gareth Kitson takes up his post as Professional Development and Engagement Lead on 9th August. Chris John will then cease to be involved with local

engagement as his work on this was temporary. Chris John was thanked for the work he has done to date on local engagement.

Campaigns

Action: The Team England presentation will be circulated

Heidi Wright took Board members through the presentation, highlighting a few points:-

Innovators' Forum – At the next meeting in September (the group has not met since last December 2016) the forum will be looking at Urgent and Emergency care in the form of an evidence session, describing innovative practice – a report will be written by members of the Forum. The case study template which is being developed for the website will be part of this work helping to systemise our approach by collecting case studies which will build on our policy and advocacy strength.

Catherine Duggan added that the collection of case studies could possibly feed into the requirements for revalidation and will need to be looked at in more detail regarding peer review and forming part of a member's portfolio.

Public Affairs – John Lunny said he was currently mapping out and identifying priorities and looking at where more needs to be done and who we should be talking to. He is working very closely with the media team on developing a network of champions around the country covering national engagement.

Suggestions from the Board include having some issues ready to promote during quiet times. It is important to understand member issues and promote these.

AMS (AMR) – Engagement is ongoing internally and externally. AMS will be launched at the RPS Conference in September. The RPS has a global AMR portal, gifted to us by FIP two years ago – this is currently being reviewed and updated and will take considerable resource to keep it up to date. Currently we are developing policy and alongside this there will be a number of “asks” of the profession. A toolkit is currently being developed by colleagues in Wales, may need to be tweaked to make it country specific. Public Health England have a resource known as “ebug”, and Commonwealth Pharmacists' Association are doing work with the World Health Organisation and we are linking in with all of this work. Local engagement will be part of the campaign.

Some discussion followed on around highlighting the work that community pharmacy already does in this area. It was suggested that Board members visit primary schools using the “ebug” resource and possibly combining these visits with a MP visit.

Neal Patel said he was hoping to get media coverage at the time of the launch including TV.

A roundtable event is being planned for July/August time inviting two representatives from pharmacy bodies. On this occasion it is not appropriate to invite patients to this meeting.

Action: Neal Patel to ask if we can endorse “ebug” with the RPS logo

Pharmacists in GP surgeries - Concerns were raised over the ongoing problem with indemnity insurance for these pharmacists which is resulting in restrictions in the range of activities which can be undertaken.

The Chair thanked the staff for the amount of work that had been undertaken over the past few months and acknowledged the new ways of working and also the focus on team work.

17/84 Publishing Board member expenses and new expenses policy

The English Pharmacy Board noted papers 17.06/EPB.11 (a) and (b).

Alex Mackinnon introduced the paper and highlighted a correction – Paper 17.06/EPB.11 (a) – page 2/Rec 1 should read “*However the Assembly increased the day rate to £250*” not £300 as was published in the paper.

Board members raised some concerns with the paper which Alex Mackinnon will feed back, namely

- Publication of Board members expenses not being available at the same time as the annual report.
- Appendix 3/page 9 – reword the sentence “final checks against policy will be performed by Finance prior to any payment being made” – there should be some kind of elevation to CEO if necessary.
- Inappropriate for board chair to sign off board member expenses – should just be the relevant direct

Further discussion continued around board members being allowed to stay overnight on the evening between the two board meetings even if this did not comply with the expenses policy. It was agreed that common sense should prevail in these circumstances where it is deemed team building is important. Robbie Turner said that he would handle such requests in the future and make the appropriate decision.

Action: Alex Mackinnon to report back with answers to the above points.

17/85 Review of Election Process

The English Pharmacy Board agreed for Robbie Turner to investigate the election process and report back to the Board in due course with options for change. It was noted that the review will focus on process rather than turnout. It was highlighted that any changes to the Election Scheme will need to be approved by the Assembly by November in order for the 2018 elections to be changed. It was to be noted that the Scottish Board will be sending in a paper with suggestions

for improvements. Any points of note should be sent to Robbie for inclusion into the review.

Action: investigate election process and report back to EPB with option for change – Robbie Turner

17/86 Update from the BPSA

The Chair welcomed Tom Byrne, Secretary General at the BPSA, to the meeting.

The English Pharmacy Board noted paper 17.06.EPB.13 – Aspirations of Future Pharmacists and accompanying presentation slides.

Tom Byrne took the EPB through his presentation which was based on the data from a survey taken from 1374 current pharmacy students.

Discussion continued on student visas, prescribing, training and practice beyond pre-reg, professional self confidence, greater data analysis and further surveys,

On receipt of the presentation from Tom Byrne the EPB pledged to respond to the aspirations contained in the report and said they would involve the BPSA in decision making around training, new roles and skills for future pharmacy practice. The EPB welcomed the report.

Action: Respond to BPSA report - HW

Action: It was suggested that there be a follow up meeting between the Chair, Robbie and Tom at a future date.

17/87 Corporate Communications and Team England Communications

The Chair introduced this item saying that the Board wanted an update on how the work of the Board will be promoted and how the Board could help promote the work of the organisation.

Brian Walters talked to the Board a little about the importance of “Brand”. He said he would be holding a meeting on Tuesday 27th June with people from across the organisation looking at brand/mission/vision – looking at how we describe clearly what we do and how we look/speak/act. We need to understand clearly what we deliver and to who – segmenting our offer.

Part of adding value for members is the work we do on the campaigns and the brand work will be tested through the campaigns. Board members will be kept thoroughly informed and given the necessary tools they need for the work they do. Real life examples help us to connect with members such as the recent cyber attack which was played back to members with guidance and a blog.

17/88 RPS position on EU Pharmacists post Brexit

The English Pharmacy Board noted and discussed paper 17.06/EPB.15.

Robbie Turner introduced the paper saying that a decision was required regarding the position of pharmacists working in the UK post Brexit regardless of where they are from.

There was some discussion as to whether pharmacists faced the same problems as nurses were currently facing.

Sultan "Sid" Dajani added that the Brexit problem was wider than this one issue, there were other things to be considered such as:-

- Medicines strategy
- Regulation
- How pharmacists can work in other countries

It was noted that a meeting of the Brexit Health Alliance had been held but the RPS was not represented at the meeting. Apparently no other professional bodies were listed only the Faculty of Public Health.

The English Pharmacy Board **affirmed** its support for pharmacists from the EU living and working in the UK

Action: The Chair suggested and it was **agreed** that a task and finish group should be set up to discuss these wider issues relating to Brexit and the group would be chaired by Sultan "Sid" Dajani. Terms of reference will be developed by Robbie Turner. Neal Patel to discuss with Scotland and Wales.

17/89 Key Messages

The key messages from the meeting were:-

- Election of Chair, Vice-Chair and Assembly members
- BPSA – closer working and response to their report
- Brexit – The English Pharmacy Board **affirmed** its support for pharmacists from the EU living and working in the UK and agreed to set up task and finish group – Sultan "Sid" Dajani to chair

17/90 Any other Business

There was no any other business to report.

17/91 Close of meeting

The meeting closed at 16.10pm.

17/92 Dates of next meetings

EPB working day – 4th October 2017

EPB meeting – 5th October 2017

Dates for the meetings in 2018 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 all EPB members. Board meeting dates are firm dates but Working Days will only be used at the discretion of the Chair and the Director for England.