

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

OPEN BUSINESS

Open Business will be taken between 9am – 16.00pm

Lunch will be taken between 13.00pm – 13.45pm

The meeting will be held in the Events Space, 4<sup>th</sup> floor, at the Royal Pharmaceutical Society, 66 East Smithfield,, London, E1W 1AW

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

Item (approx. start time)	Subject	Purpose	Related papers/slides	Objective	Item led by
1 ( 9.00am – 10 mins)	Welcome	For noting	Verbal	Welcome and introductions of members and guests:- Stephen Messham – President, BPSA Christopher Bonsell – West Yorkshire LPF, Fatema Mamdani , London North West LPF, pre-reg lead Ian Simpson, Thames Valley LPF	Chair
2	Apologies	For noting	Verbal	To note apologies	Chair
3	Declarations of Interest	For noting	17.10/EPB.03(and 03C)	To note declarations of interest (either standing interests or interests specific to this meeting)	Chair
4 (9.10/ 5 min)	Minutes	For decision	17.10/EPB.04 (a) and (b)	To approve minutes from the open business of EPB meeting on 21 <sup>st</sup> and 22 <sup>nd</sup> June 2017	Chair
5 (9.15/ 10mins)	Matters arising	For noting	17.10/EPB.05	To note matters arising from the above minutes that are not specifically included on the agenda	Chair
6	Governance Handbook 2017/2018	To note	No paper issued (due to size) please view handbook at <a href="#">link</a> on RPS website	The EPB is asked to note the Governance Handbook 2017/2018 edition, as approved by the Assembly at their meeting in July 2017.	Yvonne Dennington
7 (9.25 – 5 mins)	Ratification of Public Affairs	For noting and ratification	17.10.EPB.07 (a), (b)and (c)	The English Pharmacy Board is asked to :- (a) Note the final Antimicrobial Stewardship policy	Robbie Turner/Heidi Wright

	and Policy Statements			(b) Ratify the new services and technologies position statement (c) Note the STP letter II	
8 (9.30/ 20 mins) (Time allowance for any issues need to be discussed)	Updates from Team England	For noting	17.10/EPB.08 (i) – (ix) (i) Health Education England (verbal) (ii) Public Affairs (iii) Policy and consultations (iv) Digital (IM&T) (v) Medicines Optimisation (vi) PPHF (verbal) (vii) Innovators' Forum (viii) PGEU (ix) FMD	The English Pharmacy Board to note the reports	Robbie Turner/ Heidi Wright/John Lunny /Sultan "Sid" Dajani
9 (9.50/ 20 mins) (Time allowance for any issues need to be discussed)	Updates from Professional Development and Support Directorate	For noting	17.10/EPB.09	The English Pharmacy Board to receive a short verbal update as the quarterly report will not be issued until w/c 9 <sup>th</sup> October 2017 when it will be circulated to Board members	Catherine Duggan
10 (10.10/ 20 mins) (	Update on Local Engagement	For noting and discussion	17.10/EPB.10 (a) and (b)	The English Pharmacy Board to note and discuss board members involvement in LPFs and the update on Local Engagement given by Gareth Kitson, Professional Development and Engagement Lead, since his appointment on 9 <sup>th</sup> August 2017	Robbie Turner/Gareth Kitson
11 (10.30 /40 mins)	EPB work programme /campaigns	For discussion	Presentation and paper 17.10/EPB.11 (a) and (b)	To update EPB members on current EPB work programmes with an overview of future campaigns, and to discuss the <ul style="list-style-type: none"> <li>• EPB business plan (17.10/EPB.11(a))</li> <li>• Success measures and outcomes (17.10/EPB.11(b))</li> </ul>	Robbie Turner/Heidi Wright/Neal Patel/John Lunny/

Coffee 11.10 – 11.20am					
12(11.20– 20 mins)	Review of Election Process	For discussion and decision	17.10/EPB.12	The English Pharmacy Board is asked to discuss and agree the recommendations in paper	Robbie Turner
13 (11.40 – 12.30pm / 50 mins)	Community Pharmacy Future: Patient Care Plans	Presentation and discussion	Verbal	The English Pharmacy Board to receive a joint presentation on the Community Pharmacy Future: Patient Care Plans.	Malcom Harrison (NHS Innovation Accelerator Fellow Senior Manager, Pharmacy Contract and Project Development) /Alastair Buxton, Director of NHS Services, PSNC
14 (12.30 – 30 mins)	Legislation of Cannabis	Presentation and discussion	17.10/EPB.14	The English Pharmacy Board to receive a presentation from Maurice Hickey, Scottish Pharmacy Board member on the legalisation of cannabis for medicinal use	Maurice Hickey
Lunch 13.00 - 13.45 in the Staff Restaurant, 4 <sup>th</sup> floor					
15 (13.45 – 14.15/ 30 mins)	Stakeholder mapping	Discussion and agreement	17.10/EPB.15 and presentation	The English Pharmacy Board to discuss the outcomes of the stakeholder session at the previous meeting in June	Robbie Turner/John Lunny
16 (14.15 – 15.45 / 1.5 hours)	Business planning	Discussion	17.10/EPB.16 (a) evaluation of primary care home model, (b) medicines safety	The English Pharmacy Board to partake in a session of business planning focusing on the 5 corporate objectives of the RPS.	Robbie Turner/Paul Bennett
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 <ul style="list-style-type: none"> <li>Regional Medicines Optimisation Committees</li> </ul>	Chair  Tracey Thornley/Ash Soni
19 (16.00)	Dates of next meetings	For noting	All dates to be diarised. Board	<b>Dates for 2018</b> EPB working day – 31 <sup>st</sup> January 2018	Chair

			meeting dates are firm but working days will only be used at the discretion of the Chair and Director for England	EPB meeting – 1 <sup>st</sup> February 2018 EPB working day – 11 <sup>th</sup> April 2018 EPB meeting – 12 <sup>th</sup> April 2018 EPB working and induction day – 20 <sup>th</sup> June 2018 AGM – 20 <sup>th</sup> June 2018 EPB meeting – 21 <sup>st</sup> June 2018 EPB working day – 3 <sup>rd</sup> October 2018 EPB meeting – 4 <sup>th</sup> October 2018	
Close of open business   6.00					