

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

**Minutes of the meeting held at 10.40am on 20<sup>th</sup> June 2018 in the Events Space, 4<sup>th</sup> floor, at the Royal Pharmaceutical Society, 66 East Smithfield, London E1W 1AW**

### **Present**

Sandra Gidley (Chair)	Sibby Buckle (Vice Chair) (arrived 10.45)
Clair Anderson	Martin Astbury
Nadia Bukhari	Elizabeth Butterfield
David Carter	Thorrund Govind
Sultan "Sid" Dajani (arrived 11.05)	Hemant Patel
Mahendra Patel	Aamer Safdar
Ash Soni	

### **Guests**

Linda Hakes	Assembly member
Nigel Ratcliffe	Assembly member

### **In Attendance**

Robbie Turner	Director for England
Kimberly Shields	RPS General Counsel
Sheona Burrows	RPS Solicitor
Alison Douglas	Governance Manager
Yvonne Dennington	Secretary to English Pharmacy Board

### **Apologies**

Tracey Thornley

### **18/58 Welcome and Introductions**

The Chair welcomed EPB members and staff to the meeting and asked all present to introduce themselves. She gave a special welcome to the two new board members, Hemant Patel and Thorrund Govind.

### **18/59 Apologies**

Apologies were received from Tracey Thornley, who was sitting exams.

## 18/60 Declaration of Interests

The English Pharmacy Board noted paper 18.04/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.

An updated paper was issued at the meeting.

Liz Butterfield added the following declaration:- AHSN representative on Regional Medicines Optimisation Committee South – shared role

## 18/61 New Regulations – to note

The English Pharmacy Board noted the New Regulations as per paper 18.06.EPB.04. These new regulations replace the old regulations and accompanying schedules and the governance handbook – all is now combined into one document.

## 18/62 Appointment of two English Pharmacy Board members to the Assembly

Robbie Turner, Director for England, took the chair for this item.

To be noted that nominations were called before the arrival of Sibby Buckle and Sultan “Sid” Dajani. The voting only commenced once they were present.

Nominations were called in accordance with Appendix C of the Regulations. The first two nominations below were received in advance of the meeting, the other three were received at the meeting. Five nominations were received in total.

<b>Nomination</b>	<b>Proposer</b>	<b>Seconder</b>
Claire Anderson	Tracey Thornley	Martin Astbury
Martin Astbury	Ash Soni	Sibby Buckle
Mahendra Patel	Ash Soni	Nadia Bukhari
Nadia Bukhari	Aamer Safdar	Martin Astbury
Hemant Patel	self nominated	David Carter

The five nominees were invited to make a speech of not more than two minutes.

A secret ballot was held and board members were asked to cast up to two votes for two Assembly members.

**Martin Astbury** was appointed to the Assembly for a two year tenure and there was a tie for the second place between Hemant Patel and Mahendra Patel, necessitating another vote between these two members.

A further secret ballot was held and **Mahendra Patel** received the most votes therefore he was appointed to the Assembly for a two year tenure.

The successful candidates were asked to make a short speech. Martin and Mahendra both said they were delighted to be reappointed to the Assembly.

#### **18/63 Statutory Item: Sectoral Places**

Sandra Gidley continued as Chair of the meeting.

This item remains a statutory item at every June board meeting to discuss the issue of removal of sectoral places and whether the EPB can continue to properly fulfil its duties with its current composition. The English Pharmacy Board noted paper 18.06.EPB.06.

The Chair introduced this item, giving some background to the issue, and saying that every year since the removal of sectoral places the Board has decided to continue with this decision.

There was particular concern over the possibility of no hospital representation on the board once Aamer Safdar has completed his one year tenure, and the continued issue of the lack of hospital sector candidates standing for election. There was a counter view of not focusing on sectors at all as pharmacy is undergoing great change with new roles being created. Expertise, if needed, could be sought from the Society's Expert Advisory Groups when required.

After discussion the Chair concluded that there was not sufficient support or evidence at this stage to reinstate sectoral places or to make any amendments to the election scheme for next year. The potential lack of hospital pharmacy expertise on the Board in future is recognised and further discussion on this issue will be necessary in October once more information is gathered.

It was clarified that the latest Assembly meeting where any changes to the election scheme could be approved is November 2018. Therefore Robbie Turner was asked to gather more information, regarding the lack of hospital pharmacy candidates, for consideration at the next Board meeting in October, when a final decision will be made on any changes to sectoral places for inclusion into the 2019 election scheme.

**Action 1:** Robbie Turner to approach the HEAG to get a greater understanding of why few hospital pharmacy members put themselves forward as candidates in the annual EPB elections and also to invite the Chair of HEAG to attend the next EPB meeting in October.

**Action 2:** Revisit this item at the October EPB meeting

#### **18/64 Close of meeting**

The meeting closed at 11.40.

#### **18/65 Dates of next meetings**

EPB working day – 3<sup>rd</sup> October 2018  
EPB meeting – 4<sup>th</sup> October 2018

Dates for 2019 meetings will be available after approval by the Assembly at the July meeting.

***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.