

Scottish Pharmacy Board Meeting

Meeting to be held on Wednesday 20 January 2016, at Holyrood Park House, 106 Holyrood Road, Edinburgh, EH8 8AS.

The Board meeting will commence at 10:00 am in the Duncan Room.

Please note:

1. Board members are asked to advise Alex MacKinnon / Carolyn Rattray at least 48 hours before the date of the meeting if there are items, detailed as for information, which may require discussion.
2. Oral presentations to the Board should not normally exceed 15 minutes, in order to allow adequate time for discussion. Where allocated time slots are less than 15 minutes, presentation time should be reduced accordingly to accommodate questions and discussion.

PUBLIC BUSINESS AGENDA

| Item number and start times | Subject | Purpose | Related papers/ slides | Objective | Item led by |
|------------------------------------|--------------------------|-----------------|-------------------------------|--|--------------------|
| 1 (10:00) | Welcome | For information | No paper | Welcome and introductions to members and guests | Chair |
| 2 | Apologies | For information | No paper/Verbal address | To note apologies. | Chair |
| 3 | Declarations of Interest | For information | 16.01/SPB/03 | To note declarations of interest (either standing interests or interests specific to this meeting) | Chair |
| 4 (10:05) | Minutes | For approval | 16.01/SPB/04 | To approve minutes from the SPB Public Business meeting held on 30 September 2015. (Board members are asked to | Chair |

| | | | | | |
|-----------------------------|--|--------------------------------|---------------|---|------------------------|
| | | | | forward any amendments to CR / AMacK in advance of the meeting). | |
| 5 (10:10) | Matters arising | For raising | No paper | To note matters arising from the above minutes that are not specifically included on the agenda. | Chair |
| 6. (10:25) | National Pharmacy Board Elections 2016 | For noting | 16.01/SPB/06 | The Scottish Pharmacy Board is asked to note paper: 16.01/SPB/06 regarding information on the National Pharmacy Board elections 2016. | Chair |
| 7. (10:30) | Prescription for Excellence (Pfe) | For information and discussion | No paper | The Chair to provide an update on the Pfe Steering Board and AMacK to provide an update on the Pfe Reference Group. | Chair / Alex MacKinnon |
| 8. (10:45) | Position statement relating to all board members becoming members of the Faculty | Discussion and decision | 16.01/SPB/.08 | To decide whether or not to issue a similar position statement for the SPB. | Chair |
| 9. (11:00) | SPB Business Plan 2015 Q4 | Update | 16.01/SPB/09 | Alex MacKinnon (Director for Scotland) to provide a brief update on the final position with regard to the delivery of the Scottish Pharmacy Board's 2015 Business Plan. | Alex MacKinnon |
| 10. (11:10) | SPB Business Plan 2016 | Final approval | 16.01/SPB/10 | The Scottish Pharmacy Board is asked to approve the SPB Business Plan 2016 | Alex MacKinnon |
| Coffee 11:20 – 11:30 | | | | | |

Scottish Pharmacy Board Meeting

| | | | | | |
|-----------------------|----------------------------------|----------------------------|-------------------|--|---|
| 11. (11:30) | Update on RPS Conference 2016 | For information | Verbal | To update the SPB on progress related to the RPS conference for September 2016 | Dr Anne Boyter |
| 12 (11:40) | NES / RPS Educational Project | For information and noting | 16.01/SPB/12 | Deborah Stafford, Educational Development Pharmacist to present the final NES / RPS Educational Project Report to the SPB. | Deborah Stafford |
| 13 (12:00) | Policy and consultations | | | | Aileen Bryson |
| | Homeopathy policy | For decision | 16.01/SPB/13(i) | | |
| | Managed repeats | For approval | 16.01/SPB/13(ii) | | |
| | Medicines Supply Principles | For discussion | 16.01/SPB/13(iii) | | |
| | Prescribing Pharmacists | For information | 16.01/SPB/13(iv) | | |
| 14 (12:20) | Launch of the SPB Manifesto 2016 | For information | No paper | To launch the SPB's Manifesto 2016. | Aileen Bryson/ Susanne Cameron-Nielsen |

| | | | | | |
|---|---|------------------------------|--------------|---|------------------------------------|
| 15 (12:30) | Research Ready | For information & discussion | | Professor Christine Bond, Chair of the Working Group focussing on increasing the Evidence Base for Pharmacy recommendation from the New Medicines guide. This is one of the Recommendations RPS agreed to lead on. The work of this Working Group will be linked with the work of the RPS Research Team. Professor Bond is also Chair of the Pharmaceutical Science Expert Advisory Panel and so can talk in broader terms about the work of the Panel. | Professor Christine Bond |
| LUNCH 13:00 – 14:00 (Please be aware that the photographer will be here to take group photos and also photos of Board members who weren't at the June and September meetings). | | | | | |
| 16 (14:00) | External Relations | For information & discussion | Presentation | Susanne Cameron–Nielsen to present on the results of the survey of politicians 2015. | Susanne Cameron-Nielsen |
| 17 (14:15) | Professional Development and Support Update | For information & discussion | 15.09/SPB/17 | This paper will now include the Science and Research Update and the Library and Museum Update | Dr Catherine Duggan (by VC)? |
| 18 (14:25) | Chair and Vice-Chair's Report | For noting and information | 15.09/SPB/18 | For information. These papers will not be discussed on the day but if you have any questions about any of the papers, please forward them to Carolyn . | Dr John McAnaw/ Jonathan Burton |
| 19 (14:25) | Key messages | For decision | Verbal | SPB to agree key messages for pharmacy press from the meeting. | Susanne Cameron-Nielsen |
| 20 (14:30) | Any other business | | | Scottish 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 |

Scottish Pharmacy Board Meeting

| | | | | | |
|--------------------------------|------------------------------------|-----------------|---|---|-------|
| | Scottish Patients Safety Programme | For information | Verbal | <ul style="list-style-type: none"> SPSP Update for information (Andrea Smith) | |
| | Website Development Project | For noting | 16.01/SPB/19 | <ul style="list-style-type: none"> Website project for information | |
| 21 (14:40) | Dates of next meetings | For information | (All dates to be diarised. Board meeting dates are firm dates but working days will only be used at the discretion of the Chair and Director for Scotland). | <ul style="list-style-type: none"> Wednesday, 20 April 2016 Tuesday, 14 June 2016 (SPB Induction) Wednesday 14 June 2016 Wednesday, 28 September 2016 | Chair |
| Close of meeting: 14:40 | | | | | |