

Welsh Pharmacy Board Agenda

Meeting to be held on Wednesday 1 July 2015 from 9.30 a.m. to 4.30 pm at 2 Ash Tree Court, Cardiff Gate Business Park, Cardiff, CF23 8RW

Open Business will be held from 9.30am to 2.30pm
Confidential Business will be held from 2.30pm to 4.30pm

OPEN BUSINESS

1. Welcome and introductions (9.30)

Ash Soni, President of RPS
Janet Gilbertson, MPC Wales
Professor Peter Noyce, Board of Trustee, Pharmacist Support
Howard Duff, RPS Director for England – *via teleconference*

2. Apologies for absence

Helen Gordon, CEO
Jocelyn Parkes, Director for Wales
Cynthia Langeveldt, Local Relationship Development Manager

3. Declaration of Interests

The Welsh Pharmacy Board (WPB) is reminded that each member is personally responsible to notify the Secretary to WPB of any amendment to their register of interests (*Item 15.07/WPB/03*)

For Decision

4. Election of Chair (9.35)

In accordance with Appendix I of the Governance Handbook 2015/2016, Board is asked to affirm that the received nominated Board member is duly elected as Chair of Welsh Pharmacy Board

Elected Chair of WPB will give a short address and take the Chair from item 5 onwards.

A short break for Board members to consider the nomination for the position of Vice-Chair.

5. Election of Vice Chair (9.40)

To received nomination and elect the Vice-Chair in accordance with Appendix I of the Governance Handbook

The newly- elected Vice-Chair may make a short statement following election.

A short break for Board members to consider the nomination for the position of Assembly member

6. Election of Assembly Member (9.50)

To receive nomination and elect a member of the Board to the Assembly in accordance with Appendix J of the Governance Handbook.

To Note – Nominated Assembly member, to attend Assembly Induction Day on Tuesday 21 July 2015 at 10.00 to 16.00 and the Assembly Meeting day on Wednesday 22 July 2015 in London – please diarise.

7. Nomination and voting of Casual Vacancy places (9.55)

To receive nomination and vote for casual vacancy for the primary care and community sector places, in accordance with Appendix Y of the Governance Handbook.
(Paper 15.07/WPB07 – Staff lead, Angela Grant, Business Manager)

8. Minutes of the Open business of the WPB meeting held on 30 April 2015

To approve minutes from the previous WPB Meeting on 30 April 2015.
(Item 15.07/WPB/08)

For noting

9. Matters arising from the Open Business part of the minutes not specifically included in the agenda

10. Call for any other business

Any items not already notified to the office should be confirmed now and will be taken at the end of the meeting.

11. Leadership in Wales (10.15)

a) Welsh Directorate Update

To provide an update on the Welsh Directorate activities in the last quarter.
(Paper 15.07/WPB/11a – Staff lead: Angela Grant, Business Manager)

b) Chair's update (10.20)

To note Chair's update
(Paper 15.07/WPB/11b - Board lead: Mair Davies)

c) RPS Conference update (10.30)

To provide an update on the conference programme and activities
(Board lead: Richard Evans)

For discussion and decision

d) Consultation updates and key policy statements formed by consultation responses (10.35)

- i) To update the Board on recent consultation responses submitted by RPS and the WPB and the key policy statements contained within these responses.
- ii) To finalise 'Pharmacists working with GPs and Primary Care Clusters' policy (Appendix 2 & 3)
- iii) To decide on a communications strategy for the 'Pharmacists working with GPs and Primary Care Clusters' policy (Appendix 4)

(Paper 15.07/WPB/11d, Appendices 1, 2, 3 & 4 - Staff Lead: Elen Jones, Principal Policy Advisor; Kirsty Luff, Communications Officer)

e) RPS Policy Vision for Wales (Manifesto) (11.00)

To update the Board on the RPS Policy Vision for Wales (formerly known as the RPS Manifesto).

(Paper 15.07/WPB/11e - Staff Lead: Ross Gregory, Health Policy Analyst)

For noting and discussion

12. Your Care Your Medicines (YCYM) (11.10)

To provide a verbal update on progress with the YCYM work stream and to ask Board to discuss the agreed way forward

(Paper 15.07/WPB/12 - Board Lead: Mair Davies, Chair of WPB and Executive Chair; Staff Lead: Elen Jones, Principal Policy Advisor)

13. Information Management and Technology in Wales (11.30)

To provide a brief verbal update on IM&T in Wales

(Board lead: Cheryl Way)

14. Pharmacist Support (11.45)

To deliver a presentation to the RPS Welsh Board to improve Pharmacist support service level and engagement with pharmacists and their dependents across Wales.

(Guest: Professor Peter Noyce - Chair, Board of Trustee, Pharmacist Support)

Lunch (12:15)

For noting and discussion

15. Modernising Pharmacy Careers (1.00)

Board is asked to receive an update from Janet Gilbertson, lead for MPC Wales.

(Guest: Janet Gilbertson, MPC Wales)

16. Medicine Safety Conference (1.30)

To update the Board following the first working group meeting to discuss the conference programme and joint working

(Paper 15.07/WPB/16 – Board Lead: Mair Davies, Chair of WPB and Executive Chair; Staff Lead: Ross Gregory)

17. Matters to report (2.00)

- i) Professional Development and Support
- ii) Science & Research
- iii) Library and Museum Update

For Agreeing

18. Key Messages from meeting (2.10)

Board to agree key messages to be published to members.

(Board Lead: Mair Davies, Chair of WPB and Executive Chair)

19. Date of Next Meeting

To note the upcoming meetings;

WPB Induction and Development Day	Tuesday, 14 th July 2015
WPB Working Day	Thursday, 17 September 2015 (tbc)
WPB Meeting Day	Thursday, 15 October 2015

2.30pm Close of Open Business Meeting