

Welsh Pharmacy Board Meeting 21 June 2016

OPEN BUSINESS

Meeting to be held on Tuesday 21 June 2016 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 2.00pm

Confidential Business will be held from 2.00pm to 4.30pm

Please note: Regarding agenda items that are for noting, members of the Welsh Pharmacy Board are requested whenever practical, to raise questions with the appropriate person outside of the meeting, so that only matters of substance need to be dealt with at the meeting.

OPEN BUSINESS AGENDA

Item number and start times	Subject	Purpose	Related papers/slides	Objective	Item led by
1 (9:30)	Welcome	For information	No paper	Welcome and introductions to members and guests <ul style="list-style-type: none"> • Duncan Rudkin, Chief Executive & Registrar GPhC • Darren Hughes, Director of Wales, GPhC • Ash Soni, President RPS • Helen Gordon, CEO, RPS • Prof. Jayne Lawrence, Chief Scientist, RPS • Julia Kettlewell, Interim Head of Marketing, RPS 	Mair Davies

Welsh Pharmacy Board Meeting 21 June 2016

OPEN BUSINESS

2	Apologies	For information	No paper/Verbal address	To note apologies <ul style="list-style-type: none"> • Rob Davies, Board member • Mike Curson, Board member • Karen Hodson, Board member 	Mair Davies
3	Declarations of Interest	For information	16.06/WPB/03	To note declarations of interest (either standing interests or interests specific to this meeting) 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	Mair Davies
4 (9.35)	Election of Chair	For affirmation	No Paper	To affirm that the received nominated Board member is duly elected as Chair of Welsh Pharmacy Board.	Mair Davies
5 (9.40)	Election of Vice Chair	For decision	No paper	To note the election process as per Governance Handbook 2015/16 Appendix I - election of Vice-Chair	Chair
Short Break – if necessary					
6 (9.50)	Election of Assembly Member	For decision	No paper	To note the election process as per Governance Handbook 2015/16 Appendix J – appointment of Board member to the Assembly	Chair
8 (9.55)	Minutes of the Open business of the WPB meeting held on 28 April 2016	For noting	16.06/WPB/08	To approve minutes from the previous WPB on 28 April 2016	Chair
9 (10.00)	Matters arising from the Open Business part of the minutes not specifically included in the agenda	For discussion and approval		To note matters arising from the above minutes that are not specifically included on the agenda	Chair

Welsh Pharmacy Board Meeting 21 June 2016

OPEN BUSINESS

10 (10.05)	Call for any other business	For discussion		To note any other business items	Chair
11a (10.10)	Leadership in Wales – Welsh Directorate Update	To note	16.06/WPB/11a	a) Welsh Directorate Update - Q2/3 Operational Performance Update - Staff update - Other engagement activities	Mair Davies
11b (10.25)	Chair's Update	To note	16.06/WPB/11b	b) Chair's Update - Welsh Pharmacy Partnership - Error Reporting Leadership Group - Modernising Pharmacy Careers - Other engagement activities	Chair
11c (10.35)	Consultation and policy updates	For nothing/for discussion/for decision	16.06/WPB/11c/11ci/11cii	To note the consultation and policy updates and to discuss the following papers; i) Cannabis ii) Briefing on Benzodiazepines and Z Drugs	Elen Jones/ Charles Willis
11d (10.50)	Public Affairs Update	To note	16.06/WPB/11d	To provide an update on public affairs activity.	Ross Gregory
11e (11.00)	Membership Engagement Update	To note	16.06/WPB/11e	To note Membership Engagement Update	Jodie Williamson
12. (11.10)	RPS Conference update	For noting	No paper	To provide a brief verbal update on the conference programme and activities	Richard Evans
13. (11.20)	Information Management and Technology in Wales	For noting	No paper	To provide a brief verbal update on IM&T in Wales	Cheryl Way
14. (11.30)	Antimicrobial Resistance and OTC evidence based	For nothing and discussion	No paper	To receive a brief from Prof. Jayne Lawrence on the followings; <ul style="list-style-type: none"> • Evidence based on OTC medicines • Anti-microbial resistance 	Prof. Jayne Lawrence

Welsh Pharmacy Board Meeting 21 June 2016

OPEN BUSINESS

15. (12.00)	GPhC Update	To note and for discussion	No paper	To note a verbal update from GPhC	Duncan Rudkin & Darren Hughes
12:50 – 13:40 Lunch (45 minutes)					
16. (13.40)	Matters to report	For noting	16.06/WPB/16i 16.06/WPB/16ii	i) PDS Update ii) RPS Website re-development update	Chair
17. (13.45)	AOB	For noting		Welsh 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	
18. (13.50)	Key Messages from meeting	For Agreeing		Board to agree key messages to be published to members	Chair
19.	Dates of next meetings	For noting	(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 Wales)	To note the date of next meetings; RPS AGM – 22 June 2016 (London and Cardiff) WPB working day – 15th September 2016 WPB meeting - 13th October 2016	Chair
20.	For information	For noting	16.06/WPB/20	Open Business Agendas from the Scottish & English Board Meetings	

Welsh Pharmacy Board Meeting 21 June 2016

OPEN BUSINESS

				a) Scottish Pharmacy Board Meeting – 14 June 2016 b) English Pharmacy Board Meeting – 22 June 2016	
Close of meeting at 14:00					

There will be a 10 minute refreshment break before commencing the Confidential Business meeting.