

**Minutes of WPB Board Meeting held on Tuesday 21 June 2016**

**Present:** Suzanne Scott-Thomas (Chair); Paul Harris (PH), Vice Chair; Phil Parry (PP); Richard Evans (RE); Fiona Jones (FJ); Cheryl Way (CW); Sudhir Sehrawat (SS); Jamie Hayes (JH); Ruth Mitchell (RM)

**In Attendance:** Ash Soni (AS) President; Duncan Rudkin (DR) Chief Executive & Registrar GPhC (Part), Darren Hughes (DH), Director of Wales (part), GPhC; Mair Davies (MD), Director for Wales; Helen Gordon (HG), CEO RPS – (part); Angela Grant (AG), Business Manager (minute taker); Elen Jones (EJ), Principal Policy Lead; Ross Gregory (RG), Head of External Relations; Jodie Williamson (JW), Membership Engagement and Communications Managers; Professor Jayne Lawrence (JL), Chief Scientist, RPS ; Julia Kettlewell (JK), Interim Head of Marketing, RPS; Iwan Hughes (IH), PA/PR Intern

**Apologies:** Mike Curson (MC); Rob Davies (RD); Karen Hodson (KH)

Item number and heading	Related paper/s	Notes and actions	Action by	Status
16/61 <b>Welcome &amp; Introduction</b>		MD took the chair and welcomed all Board members particularly new Board members, staff and guests. MD congratulated PP to be re-elected to the Board.		
16/62 <b>Apologies for absence</b>		Apologies were received and noted from Mike Curson, Rob Davies and Karen Hodson.	AG	noted
16/62 <b>Election of Chair</b>		Board <b>affirmed</b> the appointment of Suzanne Scott-Thomas as Chair of WPB, supported by PH and seconded by CW.  SST thanked everyone for their continued support and gave a brief statement stating <i>“I took the chair last year which wasn’t in my plans but have enjoyed my time as chair. I think we have made huge progress in the last year. As we have seen yesterday there are vast amount of opportunities and doors opening to pharmacies and this coming year will be an even busier</i>	MD/ AG	

		<i>year than last year. I think we have a great team around this board this year that is no disrespect to those we have lost particularly Gareth. Together we can make a real difference. I would like to welcome all the new members and hope you found yesterday useful and hope you feel happy and relaxed to speak around the board as that is what we want. I find that you only get out what you put in so your contribution will be much appreciated. I will use a quote that will be used in the Welsh football team together <b>stronger</b> and I hope we will top the group”.</i>		
16/62 <b>Declaration of Interest (Dol)</b>	16.06/WPB/03	The chair reminded Board members that as part of the governance process, each member should notify the Welsh Office, AG of any amendments to their register of interest. It was highlighted that the Dol paper needs updating regularly, even if there is no change, it should be noted as no change.  JH asked to note his declaration of interest that his wife is a medical consultant with Marie Curie and accepts occasional consultancy fees. Chair asked JH to send in this DOI to be noted.	WPB  JH	Completed  completed
16/63 <b>Election of Vice –Chair</b>		Board <b>agreed</b> to the nomination and election of Paul Harris as Vice chair of WPB, supported by PP and seconded by CW.	MD/ AG	completed
16/64 <b>Election of Assembly member</b>		Board <b>agreed</b> to the re-election of Paul Harris as Assembly supported by PP and seconded by CW.  Board was reminded that they should take the opportunity to attend the Assembly as an observers (only one board member is allowed at any one time to attend) and to note that observers do not have speaking rights. Deputies are not allowed and where if there is no representations from each country Boards, the Assembly will not be quorate and no decision could be made at the meeting.	MD/ AG	completed
16/65 <b>Minutes of the Open Business of the Welsh</b>	16.06/WPB/04	The Welsh Pharmacy Board received and <b>approved</b> the minutes of the open business meeting held on 28 April 2016 and confirmed it as a true record of the meeting.	AG	Completed

Pharmacy Board meeting held on 28 April 2016				
16/66 Matters arising from the Open Business of the Welsh Pharmacy board meeting that is not specifically included in the agenda		The following items were raised for an update; i) Communications Updates – MD explained that JB has left his position and that there are some changes to the overall communication structure within RPS which will be discussed at the next Assembly meeting. Chair has asked MD to report back to WPB at the next meeting on progress ii) Medical Workforce – to note the update tabled and re-circulate on Friday email iii) Due to JH’s involvement with PPIG, Chair has asked JH to provide an update to the Board on PPIG work going forward.	MD  AG JH	completed
16/67 Any other Business		The following items were noted under any other business and to be discussed later in the meeting:- i) Museum and Library representative ii) FMD representative iii) Workforce		
16/68 Leadership in Wales	16.06/WPB/11a  Welsh Directorate Update	<u>Welsh Directorate update</u>  2.8 – Chair queried on what is being done in terms of monitoring member communications and in particular with Pharmacycymru and asked for suggestions to improve and consider budget for future editions.  5.0- Publishing –MD to liaise with Alina Lourie on future Medicines Complete contract for Wales and newly appointed Welsh CPO.  2.7 – there is a need to tie in with the newly established Welsh Pharmacy Partnership group on Chronic Condition Medication campaign.  2.4 – CSSIW – to get some involvement in North Wales on inspection	MD/ JW  MD  MD/EJ  EJ	



<p>16/71 <b>Public Affairs Update</b></p>	<p>16.06/WPB/11d</p>	<p>Board noted the paper and the sought clarity on several issues and risks regarding the setup for a Cross Party group</p> <ul style="list-style-type: none"> <li>i) WPB agreed to a setup of a Cross Party group with the support from Deryn consultant with a caveat that RPS need to ensure there is a clear message to take to the group and RPS must be full prepared to respond to the questions raised by the group.</li> <li>ii) WPB agreed to setup a working group organised by Deryn to ring together WPB and WPP group to decide what the 'One Voice' would be taken forward to the Cross Party group.</li> <li>iii) To keep Board briefed on progress of the Cross party setup and update WPB at next WPB meeting.</li> <li>iv) Agreed for an autumn Senedd reception and to report back to WPB at next meeting.</li> </ul>	<p>RG RG RG RG</p>	
<p>16/72 <b>Member Engagement</b></p>	<p>16.06/WPB/11e</p>	<p>Board noted the update on paper 11e and JW asked Board to note the followings;</p> <ul style="list-style-type: none"> <li>• "I love my pharmacist" campaign is now open till 25<sup>th</sup> July.</li> <li>• Research ready and Good Clinical Practise event will be rescheduled and will be supported by a new research post holder that will be appointed fairly soon.</li> </ul> <p>Board asked JW to follow-up with people who was involved in the Choose Pharmacy campaign to participate in the event.</p>	<p>JW</p>	
<p>16/73 <b>RPS Conference Update</b></p>	<p>Verbal update</p>	<p>Board received a verbal update from RE who informed Board that Tim Banner and Gareth Holyfield will be doing a session each at the conference. CW informed that NWIS has submitted some posters for the conference that have been accepted.</p> <p>Board has asked for the followings;</p> <ul style="list-style-type: none"> <li>• RE to share the minutes of the conference steering group</li> <li>• AG to re-circulate a reminder regarding the conference to WPB on Friday email</li> <li>• All Board members intending to attend the conference to notify Natalie in the office to collate names.</li> </ul>	<p>RE AG WPB</p>	<p>completed completed ongoing</p>
<p>16/74 <b>Information Management and Technology (IM&amp;T)</b></p>	<p>Verbal update</p>	<p>CW provided a brief update on (IM&amp;T) in Wales and asked Board to note that MTED has now rolled out across Wales and the numbers are increasing all the time. That means Doctors and pharmacist are getting discharge letters all the time. As part of the chief pharmacist role that would be going out to half the community pharmacist in Wales before March 2018 at the moment there is a slight delay in the build of the info structure therefore</p>		

		it is believed that it may not be till September 2018. CW has attended the IMT GB meeting recently and another one is scheduled for July but CW commented that it is very England based.		
16/75 <b>Antimicrobial resistance (AMR) and OTC evidence based</b>	Verbal update	<p>JL briefed the Board on where they are in terms of antibiotics and that there is an antimicrobial expert advisory group setup and the group is further divided into Hospital Experts advisory group on antibiotics dealing with mainly stewardship and patient education and the Pharmaceutical science experts advisory panel lead my Simon Mckay panel member, from Straclyde which is much more focused towards stimulating antimicrobial development.</p> <p>JL sought Board support in encouraging community pharmacist to be much more pro-active in giving advice to patients who comes in with colds or sore throats. In Scotland there have piloted giving out leaflets and if this initiative was available in Wales.</p> <p>Chair asked Board to note that the Your Care Your Health (YCYH) as part of prudent healthcare initiative, has a school lesson plan approved going to schools to work with children about medicines in general and its part of community art project. It was highlighted that a Senedd presentation would take place and the initiative will be rolled out across Wales. Therefore there is an opportunity to look into how RPS can link in with the antimicrobial agenda into that and the e-bug, that is now translated into Welsh.</p> <p>JH brief the Board on what's going on in Wales and informed that the All Wales Medicines Strategy Group (AWMSG) and All Wales Therapeutics &amp; Toxicology Centre (AWTTC) , are running Citizens' Jury on 4<sup>th</sup> till 7<sup>th</sup> July, in City Hall in Cardiff and will share the information with Board.</p> <p>JH also asked Board to note that he has attended the AMRIG (antimicrobial resistance implementation group) and also chairs the optimising prescribing group and suggest that he will link-up with JL and the work carried by the groups.</p> <p>It was suggested that the AMR Stewardship forum in Wales has presented loads of great work across Wales where RPS could tap into, especially from North Wales in terms of point of care testing and research care. Whereas on the research front, AWTTC has just</p>	WPB	



<p>16/76 <b>General Pharmaceutical Council Update</b></p>	<p>Verbal update</p>	<p>Board received a verbal update from DR on review of the core standards and covering standards of conducts. He pointed out that GPhC has a dilemma around avoiding prescriptive standards one hand but on the other hand to have reassurance and yard stick to evaluate and measure pharmacies within the GPhC regulation as a regulator body. He emphasised that this is not just in pharmacies but within the professional practise such as within primary care.</p> <p>Board was asked to consider GPhC's Professional standards and RPS's role as provider of professional standards, in terms of patient outcome and for the profession's providing the standards and how pharmacist should be supported and empowered within the environment they are working to and taking the right decision at the right time.</p> <p>GPhC supports the notion that they expect RPS Professional standards are followed by all practising pharmacist as they are publically available to the profession.</p> <p>GPhC support the call for pharmacist to be more involved in Care Homes and will consider how best to take it forward by the regulatory body.</p> <p>DH to follow-up on the pharmacist prescribers response and provide Welsh specific data and statistics that are available.</p>	<p>DH</p>	
<p>16/77 <b>Matters to Report</b></p>	<p>16.06/WPB/</p>	<p>Board noted the papers that were presented as matters to report;</p> <ul style="list-style-type: none"> <li>i) RPS Professional Standards Update</li> <li>ii) website re-development</li> </ul>		
<p>16/78 <b>Any other business</b></p>	<p>Verbal discussion</p>	<p>The Chair took the following items;</p> <ul style="list-style-type: none"> <li>i) Museum and library representative <ul style="list-style-type: none"> <li>- Agreed for RM to represent and participate as WPB in the working group. MD to provide further information and link RM with Ruth Wakeman.</li> </ul> </li> <li>ii) Workforce group <ul style="list-style-type: none"> <li>- Agreed for KH to represent and participate as WPB in the workforce work steam</li> </ul> </li> <li>iii) Falsified Medicines Directive</li> </ul>	<p>MD MD</p>	



		- Agreed for CW to be the hospital representative from WPB and PH to represent the Community Pharmacist and link up with WPhC. MD to confirm the representation to Ash Soni, copying Aileen Bryson in Scotland and Charles Willis in England.	MD	
16/79 <b>Key Messages from the Meeting</b>		<p>The WPB agreed for the following key messages for publication in Pharmaceutical Journal and the RPS website.</p> <ul style="list-style-type: none"> <li>i) Election of officers to the WPB – SST was re-elected as Chair, Vice-chair and Assembly member PH. WPB agreed to Co-opt for an education and academic sector member for a year and appointed Dr.KH</li> <li>ii) The WPB discussed several key policy areas including the legal status of cannabis and the development of a robust scientific and evidence base for OTC medicines.</li> <li>iii) WPB will be working with the Welsh Antimicrobial resistance Implementation group (AMRIG) to ensure pharmacists in Wales contribute to the antimicrobial stewardship programmes within all areas of practice in Wales</li> </ul> <p>The Open part of the business meeting closed at 14.25pm</p> <p>Next meeting: Welsh Pharmacy Board Working Day – 15<sup>th</sup> September 2016 Welsh Pharmacy Board meeting – 13th October 2016</p>	MD/ AG	completed