

COUNCIL

Minutes of the meeting held on Thursday 26 July 2007 at 1 Lambeth High Street, London SE1

PUBLIC BUSINESS

Present

President	Mr H Patel
Vice-President	Mr M Astbury
Treasurer	Mr A Gush [until item 07.71]

Mr S Acres [until item 07.71]	Ms S Agha [until item 07.71]
Mr G Alexander	Mrs C Brown
Mr J Buisson	Mr S Churton
Dr B Curwain	Professor S Denyer
Mrs D Drury	Dr P Entwistle
Mr J Gentle	Mr J Hanlon [until item 07.71]
Mrs S Hikins	Mrs L Jacobs
Mr R Jobling [until item 07.71]	Mr J Jolley [until item 07.71]
Mr A Kershaw [until item 07.71]	Mrs S Kilby
Professor B Michell [until item 07.71]	Mrs L Morgan
Mr G Phillips	Mr D Simpson
Mr D Thomson	

In attendance

Mr P Bennett, Chairman, English Pharmacy Board, Mr P Jones, Chairman Welsh Pharmacy Board and Dr RM Parr, Chairman, Scottish Pharmacy Board

Public business was taken following the confidential session of the Council held in the morning.

07/68 Apologies for absence
Mr D Carter, Ms J Ramsey, Ms M Saunders

07/69 Declaration of interests
The President reminded Council members that declarations of interest should be made by individual Council members at the beginning of the relevant item.

07/70 Election of lay member of Council to work with the Officers
The President asked the Council to note paper 07.07/C/72, which had been circulated. He informed the Council that Dr Entwistle, who had been elected to the role at the June meeting, had resigned due to a conflict of interest.

Dr Entwistle commented that she had been unaware at the time of election that there was a conflict of interest between her position as Chairman of the Audit Committee and the role of lay member of Council working with the Officers and that following advice from the Society's Legal Adviser, she had resigned from the Officers group.

The President asked for nominations for the role of lay member of Council to work with the Officers, which were as follows:

Professor Bob Michell

was nominated by Dr Phillida Entwistle and seconded by Mr Gerald Alexander, and

Mrs Lorna Jacobs

was nominated by Mrs Sylvia Hikins and seconded by Mr Ray Jobling.

A secret ballot was taken. The voting was as follows:

Professor Bob Michell – 17 votes

Mrs Lorna Jacobs – 8 votes

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Professor Bob Michell was duly declared elected to the role of lay member of Council to work with the Officers for the remainder of the Council year 2007/08.

Public business was adjourned until the completion of the confidential business later in the afternoon.

07/71 The implementation of the new Recognition of Professional Qualifications Directive (Directive 2005/36/EC)

Mrs Martha Pawluczyk, Overseas Registration Manager, introduced paper 07.07/C/73, which had been circulated. Mrs Pawluczyk confirmed that the issues highlighted by the Council at the June meeting had been incorporated into a letter, which would be sent to the Minister from the Alliance of UK Health Regulators on Europe (AURE). Council remained concerned at the implementation of the legislation and asked to consider the matter again at the meeting to be held in October 2007.

Council

agreed

- i. the response to the Department of Health consultation on the implementation of Directive 2005/36/EC, with a few minor drafting amendments as agreed, and
- ii that the Council should consider the matter again at its October 2007 meeting.

07/72 Referrals from the Governance Committee

07/72.1 Council Governance Handbook: Role of Chairmen

The Secretary & Registrar introduced paper 07.07/C/74, which had been circulated. The Council supported the view of the Governance Committee that it was not appropriate for a Chairman to argue against the recommendations of his/her committee or group.

On the recommendation of the Governance Committee, Council

agreed

that the following additional item be added to the sections in the Council Governance Handbook relating to the responsibilities/role of chairmen of committees and working group:

"To present and support the committee's/group's recommendations".

07/72.2 Composition of RPS Publishing Board

The Secretary & Registrar introduced paper 07.07/C/75, which had been circulated.

Council

agreed

- i. that a second Council member place be included in the composition of the Board of RPS Publishing with effect from July 2007;
- ii. that the following criteria for appointment be adopted:
 - a Council member with some experience of publishing
 - a Council member with practice and possibly business experience which would be relevant to the Board;
- iii. that the Council's Appointments Panel appoint two Council members to the RPS Publishing Board (one to fill the existing vacancy and the new, second place) following a request for expressions of interest from Council members; and
- iv. that, in addition to the annual report to Council by the Chairman, there should be a half yearly update at a formal Council Meeting and presentations at strategy days as appropriate.

07/73 British Pharmaceutical Students' Association

The Secretary & Registrar introduced paper 07.07/C/76, which had been circulated.

Council

agreed

the following amendment to the constitution of the BPSA

"3.2 The Executive shall be constituted of the following members: President, Vice-President, Treasurer, Secretary General, Public Relations Officer, Membership Secretary, Information technology Officer, Student Exchange Officer, Graduate Officer, *Future Pharmacist* Editor, Sports Officer, ~~four~~ *five* Area Co-ordinators and two conference organisers."

07/74 Fees 2008

The President introduced the schedule of fees for 2008, which was tabled at 07.07/C/77 (attached at Appendix 1). He informed the meeting that the Council had discussed in detail the recommendations for fees for 2008 from the Resource Management Committee in confidential session and had agreed the schedule for consultation or gazetting as appropriate. It had been necessary to propose the new fees in order to ensure the long term financial viability of the Society and the two successor bodies arising from the White paper, which would be crucial for the profession in the future. The Council was committed to continue to support members through the branches and regions and to take forward the Society's work in the national pharmacy boards, and in practice, education and communication activities.

The Council

agreed

the schedule of fees for 2008 for consultation/gazetting (attached at Appendix 1).

07/75 P&PTO (2007) - Administrative determinations: retention

Mr Andrew Gardner, Head of Registration, introduced paper 07.07/C/78, which had been circulated.

Concerns were raised that insufficient notice had been given to overseas pharmacists about the proposal to no longer accept payment by cheque in 2008 and that it should be delayed to allow advance communication with those members prior to implementing the proposal.

Concerns were also raised about collecting information on sector of practice through the retention fee collection process. Mr Gardner explained that the issue was being taken forward through the "My RPSGB" working group and it might be possible to collect that information for those pharmacists paying on-line in 2008 (65% of pharmacists in 2007).

Council

approved

the form set out at Appendix 1 of the paper.

Council further

agreed

that the facility for overseas pharmacists to pay by cheque be retained for 2008, pending communication of the withdrawal of that facility from 2009.

07/76 Annual fitness to practise declaration

Mr Andrew Gardner, Head of Registration, introduced paper 07.07/C/79, which had been circulated.

Council

agreed

to publish the following statement and the names and registration numbers of those pharmacists for whom the Society had no record of receiving an annual fitness to practise declaration as listed in Appendix 1 (subsequently tabled).

"The Council of the Royal Pharmaceutical Society of Great Britain notes that the persons listed below had, at 25 July 2007, failed to submit an annual fitness to practise declaration. The Society is not, therefore, able to issue certificates of current professional status/letters of good standing, or complete fitness to practise checks for inclusion in NHS pharmaceutical provider lists for those listed. "

Appendix 1 to the paper was circulated.

07/77 Schedule of Council and committee meetings 2008

The Secretary & Registrar introduced paper 07.07/C/80, which had been circulated.

The President asked the Council to consider the impact of returning to the standard form of calendar in the light of the workload implications for staff in managing business as usual at the same time as supporting the Society's contribution to the ongoing work with the Department of Health on the future of pharmacy regulation and leadership and moving forward work on a future professional body.

Council

agreed

the schedule of meetings for 2008 as circulated in the "4X4" version.

Council

noted

that following amendment to align a few minor inconsistencies, the schedule would be circulated to all Council members and staff for entry in diaries.

07/78 Honorary Membership 2007: affixing the Common Seal of the Society

The Secretary & Registrar introduced paper 07.07/C/81, which had been circulated.

The Council

resolved

that the Common Seal of the Society be affixed to the certificates of Honorary Membership for those Honorary Members elected by the Council in June 2007.

07/79 Retirement of Miss Ann Lewis, Secretary & Registrar

The President asked the Council to note the retirement of Ann Lewis, who had been Secretary & Registrar for the past nine years. He paid tribute to the work of Miss Lewis in that role and previously as a Council Member and President of the Society, where, amongst her many achievements, she had initiated the PIANA project. On behalf of the Council he thanked Miss Lewis for her immense and invaluable contribution to the Society and the profession and wished her very well for her retirement.

Miss Lewis responded that she had had a wonderful career in pharmacy, working in many environments and with people of many different disciplines. She had enjoyed it all. The profession had moved forward and developed enormously, for example independent prescribing had recently been achieved for pharmacists. She was proud to have been part of it. It was important to remember the advances and celebrate the successes. She thanked the Council and Society's staff for their support throughout.

The President closed the meeting.

Proposed fee increases

Appendix 1

2008

Premises registration	To be based upon full cost recovery
Premises retention	To be based upon full cost recovery
Premises restoration	To be based upon full cost recovery
Pharmacist registration	206
Pharmacist retention fee practising	425
Pharmacist retention fee non-practising	96
Pharmacist retention fee overseas	168
Pharmacist penalty	810
Pharmacist restoration application fee	206
Supplementary prescriber application	53
Independent prescriber application	53
Upgrade - NP to P	329
Upgrade - NP to O	72
Upgrade - O to P	257
Certificate	15
Letter of good standing	75
Failed payment penalty	15
Technician application fee	
Practising/standard	189
Non-practising/standard	156
Practising (grandparent b)	345
Non-practising (grandparent b)	312
Practising/outside GB	375
Non-practising/outside GB	342
Technician retention fee practising	140
Technician retention fee non-practising	107
Technician upgrade - NP to P	33
Technician cheque processing fee	8
Technician returned application fee	45
Pharmacist examination fee	947
Adjudicating committee interview	947
Pre-registration fees	
Training fee	230
Exam fee	270
Late entry fee	540