

## SCOTTISH PHARMACY BOARD

Meeting to be held on Wednesday 9 April 2008 at 36 York Place,  
Edinburgh EH1 3HU.

The Board meeting will commence at 10.30 in the Board Room.

### Agenda

#### PUBLIC BUSINESS

1. **Welcome and Apologies**
2. **Declaration of Interests**
3. **Confirmation of Board Meeting Minutes - Wednesday 30 January 2008**  
Board Members to approve minutes from the previous Board Meeting on Wednesday 30 January 2008.
4. **Matters Arising**
5. **Communications Working Group - update**  
Frank Owens (Chair of the CWG) will take the lead to update the Board Members on the main issues considered by the Communications Working Group. The Board is asked to agree:
  - the proposal for Board Members linking to MSPs (Appendix 2)
  - to delegate responsibility for preparation for the Annual Report to the CWGand note:
  - Prioritisation of the Contact Programme
  - Arrangements for university visits
  - Arrangements for the Scottish Pharmacy Board Professional Leadership Seminar
  - Design of Key Message Cards (Appendix 3)
  - Plans to hold an exhibition and associated reception at the Scottish Parliament in December(Item 08.04/SPB/07 & Appendices 1, 2 & 3)
6. **Clarke Inquiry**  
To agree the contribution from the Scottish Pharmacy Board to the Society's response to the Clarke Inquiry Report.
7. **Scottish Office Open Day**  
To agree the plan for the Scottish Office Open day on Sunday 27 April 2008. (Item 08.04/SPB/08)
8. **SPB Roadshows**  
To review plans for roadshows throughout Scotland. (Item 08.04/SPB/09 & Appendix 1)

- 9. Support for Branches**  
To review the feedback from the Branches on the proposals agreed by the Board and agree the next steps. (Item 08.04/SPB/10 & Appendix 1)
- 10. Consultation on Cases for Non-referral to the Investigating Committee**  
To agree the Board's response to the consultation on threshold criteria for referral of cases to the Investigating Committee. (Item 08.04/SPB/11 & Appendix 1 & 2)
- 11. Action Plan 2008**  
To agree the objectives of the SPB Action Plan for 2008 and to the usage of those objectives as the *Strategic Objective Domain* within the Boards papers. (Item 08.04/SPB/12 & Appendix 1)
- 12. Scottish Pharmacy Board Vacancy**  
To consider whether to co-opt to fill the vacancy following the 2008 elections to the Scottish Pharmacy Board and, if so, the process for doing so. (Item 08.04/13)
- 13. Any Other Competent Business**  
Members should inform the Secretary in writing at least 48 hours before the meeting of any matter that is to be raised under Any Other Competent Business.
- 14. Date of Next Meeting**  
Wednesday 11 June 2008