

SCOTTISH PHARMACY BOARD MEETING

Minutes of the meeting held on Wednesday, 9 July 2008 at 36 York Place, Edinburgh EH1 3HU

PUBLIC BUSINESS

Present

| | |
|------------------------|----------------------------|
| Dr R M Parr (Chairman) | Mr F Owens (Vice-Chairman) |
| Mr E Black | Dr. D Stewart |
| Professor G Downie | Mr C Tait |
| Mr A Jack | Ms A Timoney |
| Mrs S Melville | |

In attendance

Lyndon Braddick, Director for Scotland; Aileen Bryson, Principal Policy Advisor; Marie Stewart, PA to Director; Keith Geddes and Lynne Veitch, Pagoda PR.

08/42. Welcome and Apologies

The Chairman welcomed Patrick Stubbs, Head of Marketing and Membership Services, Lynne Veitch and Keith Geddes.

Apologies were received from the President, Vice-President, Mr David Thomson, Prof Christine Bond and Mr William Templeton.

08/43. Declarations of Interest

The Chairman reminded members to declare any specific interests prior to discussion of agenda items.

08/44. Election of Chairman

The Director reminded members that he had written to them on Thursday 12 June seeking nominations for Chairman. The deadline for receipt of nominations was noon on Friday 27 June. Nominations and statements were received from Alistair Jack and Sandra Melville. These had been circulated to all members of the Scottish Pharmacy Board on the afternoon of Friday 27 June in accordance with the Appendix G of the National Pharmacy Boards Governance Handbook.

Alistair Jack was nominated by Angela Timoney and seconded by Prof George Downie.

Sandra Melville was nominated by Dr Rose Marie Parr and seconded by Frank Owens.

Each member of the Scottish Pharmacy Board received a blank ballot paper and was invited to write the name of their preferred candidate on the ballot

paper. The papers were then collected and the Secretary to the Board counted the votes. The results were as follows:-

| | |
|-----------------|---|
| Alistair Jack | 4 |
| Sandra Melville | 5 |

Scottish Pharmacy Board

confirmed

Sandra Melville was duly elected as Chairman of the Scottish Pharmacy Board.

Sandra Melville took the Chair for the remainder of the meeting.

08/45. Election of Vice-Chairman

The Chairman advised the meeting that there would be a break of 15 minutes before nominations were invited for the position of Vice-Chairman.

One nomination was received for the position of Vice Chairman of the Scottish Pharmacy Board. Alistair Jack was nominated by Prof George Downie and seconded by Sandra Melville.

Sandra Melville asked the Board members to affirm that Alistair Jack was duly elected.

Scottish Pharmacy Board

confirmed

Alistair Jack was duly elected as Vice Chairman of the Scottish Pharmacy Board.

08/46. Annual Report

The Board reviewed and discussed the final draft of the Annual Report 2007/2008. Aileen Bryson, Principal Policy Advisor, noted a few amendments to be taken back.

Scottish Pharmacy Board

approved

the final draft of the Annual Report 2007/2008.

08/47. Action Plan

Lyndon Braddick, Director for Scotland, guided the Board members through the Action Plan 2008 and the progress made against agreed actions.

Scottish Pharmacy Board

noted

Actions completed and those to be undertaken during the remainder of the year.

08/48. Any Other Competent Business

Scottish Office Premises

The Board discussed a letter received from Jeremy Holmes, Chief Executive & Registrar, in reply to a letter sent by Dr Rose Marie Parr, in her capacity of Chairman of the Scottish Pharmacy Board, after the June Meeting. The Board concluded that the reply did not fully address the points in Dr Parr's letter and agreed to seek a more comprehensive response. The Board recognised that the newly elected President, Mr Steve Churton, would not be conversant with the issues and that it was important to inform him at the earliest opportunity.

Working Groups

The Board reviewed Board membership of its Working Groups in light of the election of the new Chairman and Vice-Chairman.

Scottish Pharmacy Board

agreed

Board membership of its Working Groups:

Communications Working Group

Alistair Jack (Chairman)
Professor George Downie
Frank Owens
Charles Tait
William Templeton

Conference Working Group

Alistair Jack (Chairman)
Ewan Black
Professor Christine Bond
Dr Derek Stewart
Charles Tait

Premises Working Group

Sandra Melville (Chairman)
Professor Christine Bond
Alistair Jack
Dr Rose Marie Parr
Angela Timoney

08/49. Date of Next Meeting

The next meeting will be held on Wednesday 1 October 2008.