

SCOTTISH PHARMACY BOARD MEETING

Minutes of the meeting held on Wednesday 28 January 2009 at 36 York Place,
Edinburgh EH1 3HU

PUBLIC BUSINESS

Present

Mrs S Melville (Chairman)
Mr A Jack (Vice-Chairman)
Mr E Black
Professor C Bond
Professor G Downie

Mrs A Mair
Mr F Owens
Dr R M Parr
Dr D Stewart
Mr C Tait

Ex-officio

President, Mr S Churton, and Mrs K Blair.

In attendance

Lyndon Braddick, Director for Scotland; Aileen Bryson, Principal Policy Advisor for Scotland; Elaine Preece, Office & Facilities Manager; Marie Stewart, PA to Director; Jeremy Holmes, Chief Executive & Registrar; Keith Geddes and Lynne Veitch, Pagoda PR.

09/01. Welcome and Apologies

The Chairman welcomed the President, Mrs Kay Blair (the new Lay Member of Council from Scotland), Jeremy Holmes, Keith Geddes, and Lynne Veitch.

Apologies were received from the Vice-President, David Thomson, William Templeton, Angela Timoney and Wendy Harris, Deputy Registrar & Director of Regulation.

09/02. Declarations of Interest

Board members were reminded to declare any specific interests prior to discussion of agenda items.

09/03. Confirmation of Board Meeting Minutes

Scottish Pharmacy Board

approved

the minutes of the public business part of the Board Meeting held on Wednesday 1 October 2008.

09/04. Matters Arising

- Liaising with Cross Party Groups

The Chairman informed Board members that it was decided at the Communications Working Group in December 2008 to ask the Directors of Pharmacy to nominate suitable representatives to represent the Board at the Cross Party Groups (CPG).

Aileen Bryson, Principal Policy Advisor, briefly informed the Board that Steve McGlynn had been suggested and agreed to attend the Coronary Care & Stroke CPG and Tom Byrne at any mental health or substance abuse CPG. Board members were asked if they would like to attend the next Sexual Health Group meeting in February or Chronic Pain group in April 2009.

Scottish Pharmacy Board

agreed

to being kept informed of any forthcoming Cross Party Group meetings of particular interest.

- Joint working with Community Pharmacy Scotland

The Chairman informed the Board of the helpful meeting that representatives of the Board including the Chair, Vice-Chairman and the Director for Scotland, had with representatives from Community Pharmacy Scotland (CPS) on Wednesday 17 December 2008 to discuss future working relationships. At this meeting it was agreed that they would continue joint working under the *Pharmacy in Scotland* brand at the Party Political Conferences and other events. It was also agreed that quarterly meetings between the officers of both organisations would be mutually beneficial and that the proposal should be put to both Boards.

Scottish Pharmacy Board

agreed

to maintain the joint working relationship with Community Pharmacy Scotland and review quarterly.

09/05. National Pharmacy Board Elections 2009

Scottish Pharmacy Board

noted

the Board members whose term of office expires as:

- Professor Christine Bond
- Professor George Downie
- Dr Derek Stewart
- Mrs Sandra Melville
- Mrs Alpana Mair

Scottish Pharmacy Board

agreed

that the effective date of newly elected or re-elected members of the Board should be aligned with the effective date for the Council as 00.01 on Thursday 21 May 2009.

Lyndon Braddick, Director for Scotland, highlighted to Board members that the length of the term of office for the newly elected Board members would be dictated by the establishment of the General Pharmaceutical Council (GPhC). At present this has been planned for April 2010, which would shorten the term of office. All Board members of the three National Boards will stand down and elections will be conducted for the new Professional Leadership body. Under this new election scheme all current Board members can stand for election to the new Professional Leadership body.

Scottish Pharmacy Board

agreed

to release a joint article with the English and Welsh Pharmacy Boards encouraging members to stand for election.

09/06. Communications Working Group – update

Alistair Jack, Chairman of the Communications Working Group (CWG), updated the Board on the main issues considered by the group at its meeting on Wednesday 10 December.

Communications Strategy 2009 and Mori Survey Results

Pagoda took the lead and presented the Communications Strategy 2009 to the Board members. During the presentation the Board reflected on the Mori Survey results and the increase of familiarity of the Society amongst MSPs. Whilst the strategy included building on the political and public policy work it was important to focus on direct communication with members as a key priority for 2009.

Scottish Pharmacy Board

agreed

to adopt the Communications Strategy for 2009.

Topics for the Survey Panel

The Board were informed that over 100 members had signed up to take part in the survey panel. The aim of the survey panel was to gather opinion from

members or probe views on complex issues rather than formal research on current issues.

Work pressures were one of the proposed topics for the survey panel. The President highlighted that this was a real issue and that a national campaign was being launched at the end of January to understand and address the issue of workplace pressures. Initially this will involve listening to the concerns of the profession and then working together to help find practical solutions to the pressures pharmacists face. The initiative was not only about supporting members but also protecting the public.

Scottish Pharmacy Board

agreed

to the Survey Panel topics.

Contact with MSPs

The Board reviewed the 2008 tracker of contact with MSPs and noted that a new tracker had been established to record this year's activity. This was important so that contact with MSPs could be followed up and featured in the Communications Strategy.

Scottish Pharmacy Board

agreed

to notify the Scottish Office of any contacts with MSPs.

Media Campaigns 2009

Scottish Pharmacy Board

noted

the forthcoming media campaigns for 2009.

Virtual Network

Scottish Pharmacy Board

agreed

to feed back all comments to the Scottish Office on the draft designs for the Virtual Network.

Party Political Conferences

Scottish Pharmacy Board

agreed

attendance at the major Party Political Conferences and to report back to the Scottish Office on their availability to attend and represent the Board.

09/07. Pharmacy Order 2009 Consultation

Jeremy Holmes, Chief Executive & Registrar, took the lead and presented to the Board an update on the Draft Pharmacy Order 2009 – *Have your say! General Pharmaceutical Council (GPhC)*. Throughout the presentation he highlighted reasons behind the creation of the GPhC, its function and benefits and the timescale associated with its establishment. It was emphasised that this was a once in a lifetime opportunity to shape the future of pharmacy regulation by responding from distinct regulatory and professional viewpoints.

Scottish Pharmacy Board

agreed

to send comments to Aileen Bryson, Principal Policy Advisor, on the Board's draft response to the Pharmacy Order 2009 consultation.

09/08. New Professional Leadership Body

The Chairman gave the Board an update on the Council's Transitional Working Group. The Group has been established to oversee the development of the professional leadership body. Chaired by the President it is made up of representatives from the Council and the National Boards. Ten workstreams with underpinning projects have been identified and will be led by Society employees. The work of the workstreams, where possible, will be kept in the public domain to maintain transparency throughout the process.

The President informed the Board that Council will receive the feedback from Nigel Clarke on the *New Professional Body for Pharmacy: The Prospectus* at its next meeting at the beginning of February. The Prospectus is a blueprint that needs to be turned into a tangible professional leadership body. To do this will take the next twelve to fifteen months.

Scottish Pharmacy Board

noted

the Scottish Pharmacy Board response to the *New Professional Body for Pharmacy: The Prospectus*.

The Chairman thanked Dr Rose Marie Parr for representing the Board through the Transitional Committee.

09/09. Action Plan for Pharmacy in Scotland

Professor Bill Scott, Chief Pharmaceutical Officer for Scotland, attended and gave an update on the new Action Plan for Pharmacy and Medicines in Scotland that was announced by Shona Robison, Minister for Public Health, in December. He explained that the development of this was timely as the *Right Medicine* was a ten year strategy that has run its course. The new action plan,

based on *Better Health, Better Care*, is not a strategy but an action plan to be regularly revisited. It is expected to consider career and workforce issues as a high priority and includes IT support, access to medicines, safe systems, drugs budget, community pharmacy integration and performance management.

The plan is in its initial stages and the Board took the opportunity to ask Professor Scott questions and highlight issues such as development of prescribing. He thanked the Board for their time and welcomed their feedback as the action plan progresses.

09/10. Scottish Pharmacy Board Representation

Lyndon Braddick, Director for Scotland, informed the Board that he had received a request for Board representation on the Scottish School of Primary Care Research Advisory Group. Angela Timoney had agreed to represent the Board.

09/11. Scottish Office of the Royal Pharmaceutical Society of Great Britain

The future requirements for the Society's premises in Scotland were discussed further by the Board. The Chairman summarised the work undertaken since the last Board meeting in which the Board agreed to an Options Appraisal. The Options Appraisal had taken the form of a non-financial benefits appraisal which resulted in the Board ranking purchasing premises within Edinburgh City Centre as the best option. The second part of the Options Appraisal was a risk assessment, which identified the option to 'purchase 36 York Place and do as much as possible' as having the least risk, although it was recognised that this would not provide the required functionality. This was followed by suitable properties being identified in line with the outcome of Options Appraisal and viewed by Board representatives. Out of the five premises viewed, three of the premises fitted the criteria identified by the Board.

The Chairman concluded that the Board has taken this process as far as it can and the next stage is for a business case to be submitted to the Resource Management Committee (RMC), which is an advisory group to Council on financial matters. The RMC will then make a recommendation which will be discussed at the Council meeting at the end of March.

09/12. Any Other Competent Business

Lyndon Braddick, Director for Scotland, highlighted the Council meeting scheduled on Tuesday 31 March and Wednesday 1 April is to be held in Edinburgh at the Scottish Office in York Place.

09/13. Date of Next Meeting

The date of the next meeting will be Wednesday 25 March 2009.

Please note that the date of the next Board meeting has been changed since this meeting to **Wednesday 6 May 2009**.