

SCOTTISH PHARMACY BOARD MEETING – OPEN BUSINESS

Minutes of the open meeting held on Wednesday held on Wednesday 18 September 2024, at 09:15 at RPS offices, 44 Melville Street, Edinburgh, EH3 7HF.

Scottish Pharmacy Board (SPB): Jonathan Burton (JB) (SPB Chair), Lucy Dixon (LD) (Remote), Laura Fulton (LF), Nicola Middleton (NM), Richard Shearer (RSh), Catriona Sinclair (CS), Amina Slimani-Fersia (ASF), Richard Strang (RSt), Jill Swan (JS), Audrey Thompson (AT).

Apologies: Josh Miller (JM)

In attendance:

Professor Claire Anderson (CA), RPS President, Diane Ashiru-Oredope (DA), Deputy Chief Scientist, Paul Bennett (PB), RPS CEO, Avril Chester (AC), Chief Technology Officer, Amandeep Doll (AD), Head of Engagement & Professional Belonging, Hanna Jenvey (HJ), Events & Sponsorship Manager, Fiona McIntyre (FM), Scottish Practice & Policy Lead, Liz North (LN), Associate Director, Strategic Communications Carolyn Rattray (CR), Business Manager and Laura Wilson (LW), Director for Scotland.

Observers:

There was one RPS Member observer.

24.09.SPB.01

Welcome and Apologies

Led by Jonathan Burton (JB), SPB Chair

The Chair welcomed board members, staff, invited guests and one observer to the meeting, noting those joining online: Lucy Dixon (LD), SPB member, Paul Bennett (PB) RPS CEO, Corrinne Burns (CB), Reporter, PJ team, Diane Ashiru-Oredope (DAO),

	<p>Deputy Chief Scientist and Oshuwa Ibhanesebhor (observer). A warm welcome was also extended to Nicola Middleton (NM), nominated to the SPB as a casual vacancy and Claire Anderson (CA), RPS President.</p> <p>Apologies were received from: Josh Miller (JM)</p>	
24.09.SPB.02	<p>Declarations of Interest <i>Led by SPB Chair</i></p> <p>The Scottish Pharmacy Board noted Paper 24.09/SPB/02(a) Board Members (BMs) were asked to send any updates to CR.</p> <p>Action: BMs to feedback any changes to declarations of interests to CR.</p>	BMs/CR
24.09.SPB.03	<p>Minutes and matters arising</p> <p>The minutes of the open business meetings held on 18 and 19 June 2024 were accepted as a true and accurate record.</p> <p>24.09/SPB/03(a) (elections) – Approved by Jill Swan (JS); seconded by Richard Strang (RSt)</p> <p>24.09/SPB/03(b) – Approved by Laura Fulton (LF); seconded by: Audrey Thompson (AT)</p> <p>With one amendment: 24.06/SPB/11 – Women's Health Plan. JS noted that there is interest in the acute services setting around maternity services and discharge. In NHS Ayrshire & Arran (A&A) there is a women's health pharmacist, funded by Scot Govt. JS confirmed that all outcomes have been recorded and will be evaluated. The Women's Health Pharmacist role in A&A is not funded by Scot Govt but by NHS A&A. JS to email CR with correct wording. CR to update the minute</p> <p>Action: JS to email change re: employment of the Women's Health pharmacist in A&A and CR to update the minute.</p>	JS/CR

	<p><u>Matters arising:</u></p> <ul style="list-style-type: none"> • 24.06/SPB/10: A reminder that RPS has a statutory obligation for to register all conversations with MSPs (if on behalf of RPS), wherever they take place. BMs to keep RB informed so he can record. <p>All other actions were either closed or were to be considered at this meeting.</p>	BMs/RB
24.09.NPB.04 (i), (ii), (iii), (iv), (v) & (vi)	<p>Papers for noting <i>Led by SPB Chair</i></p> <p>The Scottish Pharmacy Board noted the following papers:</p> <ul style="list-style-type: none"> (i) Implementing Country Visions (ii) Strengthening Pharmacy Governance (iii) Professional Issues (iv) Workforce (v) Science & Research Update (vi) Education Update <p>It was noted that the papers provide information but no details of the 'challenges' Guidance is required on what Board Members (BMs) are expected to contribute to them. It was suggested that time should be set aside to consider the papers, particularly education and science & research.</p> <p>Action: SPB to consider how papers for noting should be dealt with and if further discussion is required.</p>	BMs/LW
24.09.SPB.05	<p>Election of SPB Vice Chair <i>Led by SPB Chair</i></p> <p>LW provided a summary of the current governance regarding the role of Vice Chair, i.e. that the role of VC is an official role in England but is unofficial in Scotland and Wales. This may change in the future as a result of the C&G review.</p>	

	<p>There were two nominees:</p> <ul style="list-style-type: none">• Catriona Sinclair (CS) seconded by Audrey Thompson (AT)• Jill Swan (JS) seconded by Josh Miller (JM) <p>Both spoke of how they could contribute to the role of Vice Chair but both were supportive of each other's nomination. They spoke of the exciting times ahead and that it was important for Scotland's voice to be heard.</p> <p>A vote was held; the successful candidate was Jill Swan. JS accepted the role of Vice Chair of the Scottish Pharmacy Board.</p> <p>CS was thanked for her positive contribution as Vice Chair of the SPB.</p>	
24.09.SPB.06	<p>Science and Research</p> <p><i>Led by Diane Ashiru-Oredope (Deputy Chief Scientist), on behalf of Professor Parastou Donyai (RPS Chief Scientist) and Dr Amira Guirguis (Chair of RPS S&R Committee).</i></p> <p>Diane Ashiru-Oredope (DAO) introduced herself and gave a brief summary of her career.</p> <p>The purpose of the presentation was to share the structure of the Science & Research team (S&R) and S&R Committee, its projects and working groups. There are also some proposals for the Boards to consider in the context of policy areas.</p> <p><u>Core objectives of the S&R team include:</u></p> <ul style="list-style-type: none">• Developing research capacity and capability across the profession• Driving innovation• Ensuring that, internally, RPS products are evidence based have a research approach• External facing work is focussed on members and includes:• Support sessions around research needs• Mock interviews	

	<ul style="list-style-type: none">• Development of research and evaluation guides• Monthly blog by the Chief Scientist, published in the PJ• In collaboration with the PJ, the S&R team runs the Outstanding Early Career Research Award. The S&R team also leads the Hanbury and Harrison Memorial Research Awards <p>From an internal perspective, the S&R team supports RPS teams in developing evidence based decisions; it also delivers literature reviews on topics of interest, e.g. medicines shortages and menopause. Other work includes supporting the evaluation and analysis of the I&D programme, the annual workforce wellbeing survey and the call for evidence re: the facilitated selection of medicines.</p> <p>The S&R team reports to the Chief Scientist who, in turn, reports to the CEO; also reports into Assembly and provides an update to the Boards at each formal meeting.</p> <p>Working groups include:</p> <ul style="list-style-type: none">• New medicines and emerging technologies• Safer medicines and safer medicines' usage• Research across the profession – one of the key aims of this group is to convene a community of Practice to support pharmacists to achieve the research competence frameworks <p>There is a proposal for a new working group which will focus on the online sale of supplements and counterfeit medicines. The proposal will be considered at the next S&R Committee meeting in November.</p> <p><u>Suggested policy areas for the Boards to consider</u></p> <ul style="list-style-type: none">• A strong stance on use of vapes by non-smokers, children and pregnant women as well as sales of illicit vaping devices• Raising awareness of the risks of purchasing medicines online; whether RPS could lead an online public health campaign in collaboration with other organisations	
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	<ul style="list-style-type: none"> RPS statement on medicines re-use, working in collaboration with MHRA to consider and clarify the ethical, legal and practical challenges of such a statement. <p>JB thanked DAO for the S&R presentation. It was confirmed that the remit of the S&R Committee is to advise and support the RPS Assembly. The remit of S&R team is to advise and support the organisation and the three NPBs. Although the areas proposed by the S&R Committee align with the RPS, it is for the NPBs to determine policy areas to be taken forward.</p> <p>Action: DAO to share presentation with the SPB.</p>	DAO
24.09.SPB.07	<p>Events update <i>Led by Hanna Jenvey (Events & Sponsorship Manager)</i></p> <p>HJ introduced herself and the work of the Events team. The Events' presentation focussed mainly on the Constitution & Governance (C&G) events and the RPS Annual Conference.</p> <p>SPB was provided with an update on activities in 2024. The Events team has delivered 89 member-facing events, with nearly 9,000 attending. There are a further 44 events scheduled before the end of the year.</p> <p>This week alone the Events team is enabling RPS members to observe all 3 country board meetings online, one expert group meeting and one action group meeting. The team is also on-site in Cardiff delivering the RPS Wales Conference. It is also supporting the delivery of recognition events in Cardiff and Edinburgh and a 5-day venue hire booking at 66ES.</p> <p><u>C&G engagement events</u></p> <ul style="list-style-type: none"> 14 in-person events across England, Scotland and Wales have been scheduled and are open for registration. (three in Scotland). The events will last for 2.5 hours with 1 hour 10 mins of content and 1hour 20 mins for local networking and catering. Two online events via Zoom (for members and students) 	

	<ul style="list-style-type: none"> Currently 15% of all bookings are from non-members <p>CS noted that she would be attending online but was concerned that the options for joining online seemed only to show members and students and not non-members. HJ to check the website and ensure that the correct categories appear on the registration page.</p> <p>Action: Board members were asked to:</p> <ul style="list-style-type: none"> Register for an event(s) using the stakeholder registration link (sent) Encourage colleagues to register for events <p>Action: HJ to check the registration page as it should denote members and non-members.</p> <p>Annual Conference</p> <p>HJ reported that registrations for the RPS Annual Conference are progressing well but there are still places so, BMs were asked to encourage colleagues to attend.</p> <ul style="list-style-type: none"> A record number of abstracts have been submitted (204) There will be four content streams, offering more varied content than in previous years in order to meet different learning styles, e.g. presentations, round table discussions and debates There will be a partners' showcase demonstrating the many partnerships that RPS has nurtured The key-note speaker (KNS) will be Dr Liz O'Riordan, an Oncology surgeon who has had breast cancer three times C&G will be covered, introducing branding, half-day content stream, opportunities to have informal meetings with CA and PB; C&G will be embedded in presentations and speeches BM^s were asked to support the RPS Zone; the aim is to have BMs from each Board manning the RPS Zone at all times to engage with delegates BM^s will be more visible this year, promoted through the dedicated RPS Conference app before, and during, the conference and BMs will be identifiable by their badges 	<p>BM^s</p> <p>HJ</p> <p>BM^s</p>
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	<ul style="list-style-type: none"> Conversations with potential sponsors are ongoing; it has been more challenging this year with many organisations citing 'budget cuts' HJ confirmed that briefing documents for BMs are being finalised. AT asked if the effectiveness of the app had been evaluated as nobody had been in contact with her as a result of the app. HJ to ask the supplier for the data <p>It was noted that the judging of posters had proved onerous in the past; Each judge had 10 posters to assess; considered too much. HJ advised that the posters would be uploaded to the app in advance so that they can be considered before the actual conference takes place. Also, consideration will be given to the number of posters each BM has to judge.</p> <p>Action: BMs to get in touch with any questions or things that they would like the KNS to consider</p> <p>Action: BMs to promote the RPS Conference to colleagues</p> <p>Action: BMs to support the RPS Zone</p> <p>Action: HJ to ask the supplier for data re: contact rates</p>	BMs BMs BMs HJ
24.09.SPB.08	<p>Open Display of P medicines <i>Led by SPB Chair and Laura Wilson (LW), RPS Director for Scotland</i></p> <p>LW provided an update on progress since the Boots/GPhC presentation at the joint NPB meeting in June, following which, RPS produced a statement acknowledging the changes and recognising that policy and guidance needs to be updated as practice changes when appropriate. RPS put out a call for evidence, which ran from 12 July to 6 September; the responses are being evaluated by the S&R team and a report will be presented to the November joint NPB meeting for consideration. If changes to RPS policy are required, the policy leads and Professional Standards team will be brought in to support this work.</p> <p>It was noted that, at the June meeting, there was a discussion as to how it should be described. GPhC states that it is 'facilitated self-selection', however, GPhC's FAQs uses both 'open display' and 'facilitated self-selection'; the terminology needs to be clarified to avoid confusion.</p>	

	<p>It was noted that Boots had introduced their facilitated self-selection model in Scottish pharmacy locations and it was interesting and useful to see how it was working in practice.</p> <p>Action: Report to be presented to the joint NPB meeting in November for consideration.</p>	CDs
24.09.SPB.09	<p>Public Affairs Update <i>Led by Ross Barrow (RB), Head of External Relations – Scotland</i></p> <p>RB provided a political update at this point in the electoral cycle. Since the collapse of the Bute House agreement, where the SNP and the Green Party parted company, the SNP no longer commands a majority and so getting budgets and legislation passed will be challenging. The SNP has announced many cuts, particularly to health, social care, mental health and travel; the proposed cuts are unpopular and it is unlikely that the SNP budget, scheduled for 4 December, would be supported by opposing parties particularly the Greens (because of the travel cuts). If the budget isn't passed, it can be amended and presented again, but with no guarantee it would be passed. Potentially, this could lead to a vote of no confidence and an early election. The RPS public affairs plan could be impacted by the prevailing political uncertainty at Holyrood, and we should be prepared for an election earlier than scheduled (currently May 2026).</p> <p>Relevant legislation 2024/25 – RPS priorities</p> <p><u>Assisted Dying for terminally ill Adults (Scotland Bill):</u> This Bill could be implemented via a Private Members' Bill in Westminster, wouldn't change the legislative process in Scotland, but it might add to the debate in Scotland.</p> <p><u>Proposed Right to Palliative Care (Scotland) Bill:</u> This is a stand-alone Bill, proposed by Miles Briggs MSP. The RPS consultation response emphasised the need for pharmacy to be sufficiently resourced to provide effective palliative care support. The response also referred to the RPS/Marie Curie Daffodil Standards work. If the Bill is passed, pharmacist involvement would increase and so needs to be considered.</p>	

	<p><u>National Care Service (NCS) (Scotland) Bill:</u> There has been much debate around the NCS Bill; it was introduced in 2021 but there has been insufficient investment to date and, going forward, with the proposed cuts to spending. The Bill is now at Stage 2 in the process. Need to see what happens and if there is sufficient time in the current Parliament to see the Bill passed into legislation.</p> <p><u>The Environmental Protection (single-use Vapes) (Scotland) Regulations 2024:</u> It is expected that this bill will be passed in 2025.</p> <p><u>RPS Medicines Shortages Report:</u> The RPS report will be published in late November – Although access to Parliament is proving challenging, RPS has secured an MSP Drop-In event, which will be sponsored by Daniel Johnson (DJ) MSP; DJ has ADHD. The event will take place in December 2024.</p> <p>CS noted that, in Scotland a pharmacist can amend a medicine, e.g. from a tablet to a capsule (this is not the case in England); this needs to be emphasised so that true shortages can be determined. It was noted that there are recommendations in the report, e.g. supply chain issues, that are Westminster focussed but which remain pertinent to the Scottish context.</p> <p>RB noted that attendance at the Scottish Labour Conference was very useful with a lot of engagement with MSPs. It was at the Conference that the team were able to engage with DJ MSP about medicines shortages providing an opportunity to hold a 'Drop-in' event in December 2024 which highlights the benefits of a significant presence at these events.</p> <p><u>Daffodil Standards – Parliamentary Reception - 28 January 2025.</u> This event is to be sponsored by Jackie Baillie and Darrell Baker (RPS Wales), who has been leading on the Standards will also attend</p>	
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	<p><u>Public Affairs Plan for 2025</u></p> <ul style="list-style-type: none"> Manifesto launch – November 2025. The Manifesto will be important, especially, with the C&G work. Need to engage with members re: what is important to them. AT volunteered to support the Manifesto work. Hustings events will be considered. The team completed work on hustings previously, most of which will still be relevant and can be reinstated. Suggestion of one online event and one in person event at 44MS. Exhibition on Greener Pharmacy Standards (TBC but likely to be December 2025). Gillian Mackay MSP has agreed to sponsor this event. Planned media engagement – Holyrood thought columns <p><u>Scottish Election Manifesto</u></p> <p>Work on the Scottish election Manifesto needs to start soon as an early election could be called. A specific Scottish Manifesto is required as Scotland is devolved and has different needs; it is a positive process as it allows the SPB/RPS to consider its own priorities. The aim will be to have a draft manifesto by the end of 2024/early 2025.</p> <p>Action: RB to send out a template to BMs; BMs to share their priorities.</p> <p>Action: BMs to indicate to RB if they would like to be involved in the manifesto.</p> <p>Action: RB to ask LN if a question re: Member priorities could be added to the end of the C & G meetings; it would be a good opportunity to share our vision with Members and, also, to find out what is most important professionally to Scottish members.</p>	RB BMs RB/LN
24.09.SPB.10	<p>Any other business</p> <p><i>Led by SPB Chair</i></p> <p>There was no other business.</p>	
24.09.SPB.11	<p>Inclusion & Diversity (I&D) work going forward (This was originally in Confidential Business – 24.09.SPB.08C)</p> <p><i>Led by Amandeep Dhillon (AD), Head of Professional Belonging</i></p>	

	<p>Amandeep Doll (AD) led this agenda item and noted that it followed on from the GB work plan item that had just been discussed. SPB was asked, from a Scottish perspective, what should the focus be for I&D for 2025?</p> <p><u>GB focus for 2025</u></p> <ul style="list-style-type: none">• Updating the RPS I&D strategy; a new version will be launched in 2026• Continue to focus on Differential Attainment, broadening the working group to include Scotland• Ongoing work with GPhC. They are looking to produce a much more 'hard-hitting' policy on zero tolerance. RPS will produce guidance in the background to support the policy <p><u>Scottish focus for 2025</u></p> <ul style="list-style-type: none">• There are resources available from NES, before developing new RPS resources, check that not duplicating. If RPS produces a resource, it needs to be something different.• Remote and Rural, e.g. professional isolation (can be geographical or social)• Increased amount of prescribing and decision fatigue, path to burnout, mental toil in all work settings.• Being able to access a DPP in a remote and rural area; this is a different world with no support. Other professions have so few prescribers that it is very challenging, particularly, in the north of Scotland.• AD was asked about the survey and if anything showed up as Scotland specific? Socio-economic factors were the only issues highlighted by the survey. AD confirmed that socio-economic factors included, e.g. access to equipment/technology.• Disability and access - Could we advocate for a consulting platform, Video platform, e.g. 'Near me'?• Health Inequalities - Payment gap.• Thinking of DPPs and professional isolation, I&D should be threaded through all workstreams.	
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	JB summarised the discussion citing that remote and rural and professional isolation would be most relevant to Scotland.	
24.09.SPB.	<p>Date of next meeting <i>Led by SPB Chair</i></p> <p>The date of the next meeting will be the NPB meeting at RPS Head Office, 66-68 East Smithfield, London, on Thursday 7 November 2024.</p> <p>Board dates for 2025: These need to be agreed by CDs and then ratified at RPS Assembly in November.</p> <p>Action: CDs to discuss with Alison Douglas, Governance Manager.</p>	CDs/AD
23.09.SPB.	Close of meeting at 11:00	

Action List

Item	Action	By Whom	Open/Closed/Comments
24.09.SPB.02(a)	<p><u>Declarations of interest:</u></p> <ul style="list-style-type: none"> • BMs to feedback any changes to declarations of interests to CR. 	BMs/CR	Ongoing
24.09/SPB/03(b)	<p><u>Minutes:</u> JS to email CR with correct wording re: Women's Health pharmacist in A&A. CR to update the minute.</p> <p><u>Matters arising:</u> 24.06/SPB/10: A reminder that RPS has a statutory obligation for to register all conversations with MSPs (if</p>	JS/CR BMs/RB	September 2024 Ongoing

	on behalf of RPS), wherever they take place. BMs to keep RB informed so he can record.		
24.09.NPB.04 (i), (ii), (iii), (iv), (v) & (vi)	<u>Papers for noting:</u> SPB to consider how papers for noting should be considered and if further discussion is required.	BMs/LW	Ongoing
24.09.SPB.06	<u>Science & Research:</u> DAO to share S&R presentation	DAO	September
24.09.SPB.07	<u>Events update</u> C&G Board members were asked to: <ul style="list-style-type: none"> • Register for an event(s) using the stakeholder registration link (sent) • Encourage colleagues to register for events • HJ to check the registration page as it should denote members and non-members. <u>RPS Annual Conference</u> <ul style="list-style-type: none"> • BMs to get in touch with any questions or things that they would like the KNS to consider • BMs to promote the RPS Conference to colleagues • BMs to support the RPS Zone • HJ to ask the supplier for data re: contact rates 	BMs BMs HJ BMs BMs BMs	September September 20 September November November November November
24.09.NPB.08	<u>Open display of P Medicines</u> Report to be presented to the joint NPB meeting in November for consideration.	CDs	November
24.09.SPB.09	<u>Public Affairs update</u> <ul style="list-style-type: none"> • RB to send out a template to BMs; BMs to share their priorities. 	RB	September

	<ul style="list-style-type: none">• BMs to indicate to RB if they would like to be involved in the manifesto.• RB to ask LN if a question re: Member priorities could be added to the end of the C & G meetings; it would be a good opportunity to share our vision with Members and, also, to find out what is most important professionally to Scottish members.	BMs RB/LN	September September
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