

MINUTES

A Meeting of The Pharmaceutical Society of Northern Ireland was held at 7:00 pm on Thursday 13th August 2009, in the Society House, 73 University Street, Belfast. BT7 1HL

Present

Mr R Anderson (President)
Ms A Bowen (Vice-President)
Ms J Dougan (Hon. Treasurer)
Mrs R Tasker
Dr G Fleming
Mrs M Singleton
Dr L Byers
Mr P Kelly
Dr K McClelland
Prof D Woolfson
Prof P McCarron
Mr M Nelson

In Attendance

Mr T Patterson (Director)
Mrs L Losty (Interim Business Manager)

Apologies

Prof J McElroy
Prof G Linden
Ms A McCollum
Dr C Fitzpatrick

Public Attending

1. Introduction and Welcome, Apologies.

The President welcomed everyone to the meeting and presented apologies for all those unable to attend.

2. Minutes of the Council Meeting of 13th August 2009

i. Matters of Accuracy

Mrs Muriel Singleton presented a number of minor items for correction.

Action: Mrs Lisa Losty will update the previous Council minutes to reflect the changes.
--

ii. Adoption of Minutes

The minutes of the last meeting were proposed by Mr Paul Kelly, seconded by Prof David Woolfson and agreed by Council

iii. Matters Arising

There were no matters arising.

3. **Tabling of Any Other Business**

The President advised Council that there was a staff matter to be discussed, in private, at the end of the meeting.

4. **Correspondence**

The President updated the Council on the completed actions from last month correspondence.

The Director advised Council that to date the latest versions of the proposed legislation had not been received for distribution and that any further updates to the Legislation would be e-mailed to Council members

Chair of Ethics and Law has still to confirm dates of upcoming meetings - Mrs Muriel Singleton advised Council that this should be done before next meeting.

Correspondence (September log)

i. Letter received from Dr N Morrow, DHSSPS regarding nomination to the Working Group to examine and report on the development needs of pharmaceutical staff in hospital practice – Date received 17 August 2009 (Response from Society sent in writing and by email – 3 September 2009.) An e-mail poll had previously been sent suggesting Anne Friel which was supported by all respondents. Motion to Council – That Ann Friel is the Pharmaceutical Society NI nominee to the Working Group to examine and report on the development needs of pharmaceutical staff in hospital practice - **Proposed by Dr Glenda Fleming, seconded by Dr Lisa Byers**

ACTION: Letter to Anne Friel confirming her appointment.

ii. Letter received from a collaboration of CQC; GMC: HPC and the NMC regarding political party conference fringe meetings on the topic – “Is patient safety and quality an election priority?” – Date received 21 August 2009. **The Director advised that due to the costs involved, it was proposed that the Society would only attend the fringe meeting at the Conservative Party Conference organised by CHRE and National Voices.**

iii Letter from Director of Safety, Quality and Standards at DHSSPS “Development of 10 Year Quality Strategy for Health and Social Care”. They are inviting the Society to nominate two members to participate in a series of workshop on 22 Oct, 16 Nov, 8 Dec 2009 and a final two workshops Jan and Mar 2010.

Ms Ann Bowen agreed to be a nominee and it was suggested that Ms Andree McCollum be approached as second nominee. Proposed by Mr Raymond Anderson and seconded by Ms Jacqui Dougan.

ACTION: Ms Andree McCollum to be approached to be second nominee.

iv. Letter sent to DHSSPS reference legislation.

The Director had written to Dr Norman Morrow following the “Confidence in Care” in July meeting outlining the Council’s position.

5. Staff Reports

i. Report Head of Public Affairs Report

Mr Mark Neale was unable to attend the meeting. His report was presented by Mr Trevor Patterson

Registration Event

Council was asked to consider the value and desirability for this event. In doing so Council was asked, should such an event be held, to confirm the purpose of the evening, the expectations from such an event and for some suggestions as to format and potential speakers?

A discussion took place on the origins of this event, its links with Queens University prize giving and its recent history. Prof David Woolfson stated that QUB would like to be involved but the event should also include UU. Council took some time discussing the format that such event should have in future. Council agreed that this event should be take place primarily as a networking event for newly qualified pharmacists and should be organised in conjunction with both Queens University and University of Ulster.

ACTION: This event should be reintroduced next year. Mark Neale to follow up with Prof Woolfson, QUB and Prof McCarron UU, and bring a proposal back to Council.

i. Director's Report

White Paper work – Following the Confidence in Care meeting which took place on 9th September 2009 a verbal update was given. In addition CHRE have been commissioned to make proposals for the future of pharmacy regulation in NI (see appendix 1).

The Director updated the Council on the white paper work and drew their attention to the letter from CHRE. The director outlined to Council problems that had been identified with the legislation and discussions that had taken place with CHRE on this issue. It is likely that a draft order would be ready by late October and Council would, at that time, be asked to comment. Council agreed with the Director's proposed strategy and was content that he would seek their approval for any future changes to this strategy.

Key Engagements

The Director updated Council on meetings he had attended since Council last met.

Priorities

An updated spreadsheet of priorities was included in Council information packs.

Election of Officers

A proposal which had been presented to Officers at an earlier meeting was included in Council packs.

Mr Trevor Patterson outlined the current position with regard to the election of Officers and the reasons for the proposed changes. Ms Jacqui Dougan (Hon Treasurer) explained that the Officers had met earlier in the month to discuss the matter.

Ms Ann Bowen outlined her objections to the proposed changes and felt they were not necessary until the new Council came into being proposing that the current informal arrangement be used.

Following a lengthy discussion of the options Council agreed that the proposed changes would be adopted as outlined in the paper subject to the following actions;

ACTION:

A. Only those who attended on the night of the November Council meeting would be eligible to vote.

B. In the event of a second tie, the appointed members of Council would have the casting votes. (Those not eligible to stand for President or Vice-President)

CHRE Performance Review

CHRE has changed the format the performance review and want to see more public / patient involvement. They also wanted the Council and Committees to be more transparent. It was agreed that summary versions of Committee minutes be posted on the web site.

ACTION: A summary version of Council and Committee minutes to be posted on the web site following approval by Committee Chairs.
--

Premises Fees

The Director outlined the reasons behind the recent consultation by the DHSSPS on Premises fees and the discussions which took place with them regarding its contents.

Professional Forum

Council were updated on the Professional Forum consultation. Council were asked to ensure they responded to the consultation and to encourage colleagues to do the same.

Building / Hall Refurbishment

Council were advised that all DDA works were now complete.

PSI

Committee Chairs were reminded, if they had not yet done so, to submit a schedule of meeting in order that PSI could be invited to attend.

iii. Registrar's Report

In the absence of the Registrar, Mr Trevor Patterson presented his report.

Registration

The Registrar required a proposer and seconder for the motion on changes to the Bye Laws to be presented at the EGM. Mr Raymond Anderson agreed to propose the Motion and Ms Ann Bowen will second it.

Statutory Committee

Mr Stephen Twibill has lodged an appeal with the High Court.

6. Report from Committee Meetings:

i. Education Committee

The last meeting of the Education Committee took place on 17th August. The next meeting is scheduled to take place on 1st October 2009

Mrs Roberta Tasker presented the minutes for the last meeting; there were no motions for Council.

Mrs Tasker advised Council that a paper based CPD portfolio had gone astray in PSNI. Dr Deirdre McAree is dealing with this issue.

Mr Raymond Anderson asked Mrs Robert Tasker if a replacement had been found for Jane Portlock, the External Examiner. It was suggested the Prof David Woolfson would be an appropriate person to consult about candidates for a replacement.

ACTION: Prof Woolfson to provide names of possible External Examiners for Lisa Smith to contact.

Mr Raymond Anderson asked for clarification on the current situation between the RPSGB and PSNI in relation to CPD for dual registered pharmacists. Roberta Tasker explained that Dr Deirdre McAree was continuing to try and find a compromise with RPSGB on this issue but so far had not had reply from RPSGB.

It was proposed that the Society continue to try and find a compromise with RPSGB on this mater. Proposed by Mrs Roberta Tasker, seconded by Mr Raymond Anderson.

ii. Ethics and Law,

This committee last met on 19th June. The next meeting has yet to be confirmed.

iii. Finance and House

The last meeting took place on 14th September. The next meeting will be on 12th October 2009.

Ms Jacqui Dougan (Honorary Treasurer) presented the minutes from the meeting. The Honorary Treasurer detailed three motions for Council to consider.

1. CW Young Fund

The committee had considered two applications for support. The Committee asked Council to agree to fund, in full, one application.

The motion was proposed by Ms Jacqui Dougan and seconded by Mr Raymond Anderson. There were no objections.

ACTION: Letters to be sent to applicants confirming the decisions.

2. Commonwealth Pharmaceutical Society

Finance and House recommend that Council agree to pay a subscription rate to the CPA which better reflects the Society's total membership. Motion proposed by Ms Jacqui Dougan and seconded by Prof David Woolfson. There were no objections.

3. IP Options

IP Options provide IT support for the Society. The Society was happy with the service provided and there had been no increase in cost from last year.

Finance and House recommend that Council agree to renew their contract.

The motion was proposed by Jacqui Dougan and seconded by Miss Ann Bowen and agreed by Council.

The minutes of the meeting were proposed by Ms Jacqui Dougan and seconded by Ms Ann Bowen.

iv. Practice Committee

The last meeting took place on 10th September and the next meeting will take place on 8th October 2009.

Mr Mark Nelson presented the minutes of the last meeting to Council.

Mr Raymond Anderson asked that the minutes be changed to reflect the fact that he left at 6.50 pm.

The minutes were Proposed by Mr Mark Nelson and seconded by Mrs Kate McClelland.

ACTION: Minutes be amended to reflect correct time Mr Raymond Anderson left the meeting.

7. PGEU Advisory Working Group Report

Mrs Kate McClelland outlined the key elements of her report to the Council
A discussion took place regarding training of Pharmacists to administer
Pandemic Flu vaccinations. Some countries had already trained Pharmacists to
do this but the DHSSPS NI had not yet made a decision on this issue.

8. Recent and Coming Events

Events were detailed in the Agenda.

9. Any Other Business

None.

10. Date of Next Meeting – 15th October 2009

Mr Trevor Patterson, Director and Mrs Lisa Losty, minute taker, left the meeting
at 9.15 pm in order that a confidential matter could be discussed.