

Update on actions arising from meetings of Council

June 2006

Changes/additions since the last Council meeting are in *italic*. When an item has been noted as complete in the "Outcome" column, it will be deleted from subsequent reports.

Matter (minute)	Last action(s) agreed	Lead	State of play	Outcome
Erasures 06/29	<i>Instructed S&R to remove pharmacists and premises for non payment of fees from the registers</i>	<i>Secretary & Registrar</i>	<i>Erasure made</i>	<i>Completed</i>
Branch representatives meeting 06/30	<i>Motions circulated to branches with background information as amended by Council</i>	<i>Director Public Affairs & Communications</i>	<i>BRM 25 May 2006, report to Council June 2006</i>	<i>Ongoing</i>
Standing orders for Scottish & Welsh Executives & new national pharmacy boards(06/31	<i>Council agreed standing orders and inclusion in Council Governance Handbook</i>	<i>Head of Central Administration</i>	<i>Standing orders in force, included in Handbook</i>	<i>Completed</i>
Museum acquisitions & disposals policy (06/32)	<i>Council agreed policy</i>	<i>Director Public Affairs & Communications</i>	<i>Policy in force</i>	<i>Completed</i>
Collection & delivery arrangements 06/36	<i>Council agreed Chairman of Law & Ethics and Director of Practice & Quality Improvement redraft paper taking on board concerns of Council & Officers group should review the redrafted paper</i>	<i>Director Practice & Quality Improvement</i>	<i>To Council in August 2006</i>	<i>Ongoing</i>
Amendments to the Pharmacy Technicians (Voluntary Registration) Protocol 2005 06/37.2	<i>Council agreed amendments to protocol</i>	<i>Head of Support Staff regulation</i>	<i>Revised protocol in force</i>	<i>Completed</i>
Medicines Use Reviews 06/38	<i>Chairman Law & Ethics, Director Practice & Quality Improvement and Mr Astbury to discuss</i>	<i>Director Practice & Quality Improvement</i>	<i>Refer to Law & Ethics Committee if necessary</i>	<i>Ongoing</i>
Council election 2006 CNF06/15	<i>Agreed candidates booklet to appear on website and full report as soon as possible</i>	<i>Secretary & Registrar</i>	<i>To Council at May special meeting</i>	<i>Completed</i>
RPSGB Statutory Accounts 2005 CNF06/21.1	<i>Approved for signature</i>	<i>Director Finance & Resources</i>		<i>Completed</i>
Registration of dissent to a Council decision by a Council member CNF06/02.2	<i>Referred proposed amendment to Governance Committee</i>	<i>Head Central Administration</i>	<i>To Council in June in Council Governance Handbook</i>	<i>Outstanding</i>
Report from the Audit Committee: Council member expenses CNF06/05; CNF06/18.1	<i>i. policy on attaching receipts to claims ii. guidelines and policy on claiming expenses and attendance fees remitted to the fees working group.</i>	<i>Director Finance & Resources</i>	<i>Awaiting finalisation of report for consideration by Audit committee in July 2006.</i>	<i>Outstanding</i>

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Pharmacy 20:20 , CNF06/06.4	i. initiation of the project, ii. formation of steering group, iii. remit for the steering group, and iv. President appointed Chairman in a personal capacity.	Director, Practice & Quality Improvement	<i>Project Manager started in April Internal project group formed Steering Group in formation</i>	Ongoing
Internet pharmacy website logo 05/124.3	Agreed development of hyperlink logo for internet pharmacy websites operated by registered pharmacies.	Director, Practice & Quality Improvement	Work to develop hyperlink currently ongoing	Ongoing
Reporting of sexual activity in children under 13 years 05/124.4	Agreed Society to work with professional organisations to raise concerns.	Director, Practice & Quality Improvement	<i>DFES guidance published which has taken on board Society's concerns. Child protection guidance being updated</i>	Completed
Pharmacy Practice Research Trust: report of the trustees 05/125	Agreed to consider advice of trustees regarding future research in relation to its research strategy, formal review in 2006.	Director, Pharmacy Practice Research Trust	No further action until June 2006	
Infringements Committee policy matters 05/123	Audit of procedures & outcomes of activities of IC be undertaken asap; Develop and implement new case management IT system	Director, Fitness to Practise & Legal Affairs	<i>Mapping of procedure completed</i>	Complete Ongoing
Pharmacy education policy programme – proposed timetable 05/119, CNF06/06.; 06/33; CNF06/19.4	<i>Agreed Principles of Pharmacy Education & Training consultation paper & consultation process Mr Graham Phillips appointed Chairman, Mr Ray Jobling appointed Vice-Chairman</i>	Head, Research & Development	<i>Consultation taking place</i>	Ongoing Completed
Organisational structure of the Society CNF05/55	Agreed wait for outcome of Foster Review and S 60 Order consultation before considering if review by Secretary & Registrar of organisational staffing structure appropriate	Secretary & Registrar	Further consideration when appropriate	
Foster Review CNF05/52	Received report	Director Corporate & Strategic Development	Further report in due course	
Health Bill working group CNF05/51, CNF06/06.3	<i>Remit and composition of working group agreed</i>	Director, Practice & Quality Improvement	<i>Health Bill Working Group has met</i>	Ongoing
Supporting research in science: outcome of PhD scheme review and proposal for the future 05.104	<i>Scheme to be relaunched Q1 2006</i>	<i>Director Corporate & Strategic Development</i>	<i>Relaunched April 2006 at APG Conference To be reviewed in 2006 after third round of awards completed</i>	Completed Ongoing

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Recording of CPD 05/103; 06/35	<i>Council agreed recommendations regarding a survey to establish number recording CPD; development of website; communications strategy; further work on modes of recording in academia & industry Council also agreed not to take forward suggestion regarding self-funded accreditation by the Society of continuing education programmes</i>	Head Post Registration	<i>CPD working group completed its work and disbanded</i>	<i>Completed</i>
Future public health role of pharmacy 05/102	Further discussions with Pharmacy Health Link to support taking forward public health agenda in pharmacy	Director Practice & Quality Improvement	Choosing Health through Pharmacy implementation group has been formed with Society represented on the group.	Ongoing
Revised Regulation 1: election of Council members 05/99	<i>Governance Committee considered May 2006</i>	Head of Corporate Governance	<i>To Council in August 2006</i>	<i>Ongoing</i>
Report of an independent review of the NELLPC by NELSHA CNF05/39, CNF05/59, CNF06/19.1	Noted report of Secretary & Registrar	Secretary & Registrar		<i>Ongoing</i>
Workforce Development Confederation 05/70; 05/77, CNF05/36.2, 05/131	Noted report	Secretary & Registrar	Awaiting response from SHAs	
Policy proposals and core draft rules 05/78, CNF05/38	i. Rules being drafted ii. Consultation process agreed	Deputy Registrar & Director Education & Registration	<i>To Council in October</i>	<i>Ongoing</i>
Reviewing Code of Ethics & Standards and Code of Ethics for Pharmacy Technicians 05/81	First meeting of working group held Jan 2006. Outcomes of initial consultation and patient workshop analysed and presented to working group.	Director Practice & Quality Improvement	<i>Working group has met several times. Work plan developed and dates for meetings in agreed. Initial consultation on structure of new Code of Ethics planned for June 2006. To Council in June 2006</i>	<i>Ongoing</i>
Strategic review of Communications 05/98, 05/118 AGM motions 05/87.3,	Review in progress	Director Public Affairs & Communication		Ongoing
Council member attendance fees 05/89, 05/97.2	Review being undertaken by Cumberlege Connections through RMC	Director Finance & Resources	<i>Awaiting report from Fees working group</i>	<i>Ongoing</i>

Structure of fees CNF05/26.2.7	i. Noted RMC timetable for work on practising fee for those who did not work full time and those on low income. ii. Referred back to RMC proposal that students receive PJ at no cost	Director Finance & Resources	<i>Discussed at RMC meeting on 8 May - initial report of deliberations to Council in June..Recommendation Council in August 2006 for decision,</i>	Ongoing
Statutory Committees 05/63, CNF05/40.2, CNF05/149, CNF06/05; CNF06/24.2	<i>Noted update report from Chairman of Appointments Group</i>	Director Corporate & Strategic Development	<i>Chairman of Appointments Group to report to Council in June 2006</i>	Ongoing
Strategy for Patient and Public Involvement 05/68, 06/09	Agreed strategy be developed for approval by Council in 2006 <i>Report on Stage 1 to February Council</i>	Head of Policy Development	<i>Draft PPI strategy and proposals for consultation to Council in June 2006</i>	Ongoing
The Society's business plan 05/48 05/117	Received 2006 plan	Director Corporate & Strategic Development	Progress reported in Council update document. <i>Further work defining objectives on March review days subject to consultation with Council prior to final consolidation</i>	Ongoing
Pharmacogenetics 05/52	Noted request from Chairs of implementation committees to re-establish pharmacogenetics working groups	Director Corporate & Strategic Development	Update to be produced as result of science roundtable being convened in March. Outputs likely to include: update for Council, updated scientist in the high street factsheet; background paper for profession on state of play	
Prescriptions for 28 days supply 05/25, Original Pack dispensing 05/84	Society working with other pharmacy and stakeholder organisations as agreed	Director Practice & Quality Improvement	Department of Health consultation responded to. Andrew Dismore MP wrote to the Minister. Response from Minister suggests raising issue in our consultation response. . DH published summary of responses but no action plan as yet.	<i>Ongoing</i>
National Pharmacy Boards: 05/79, 05/114; 05/115, 06/19, 06/20	Agreed August 2005 to establish national pharmacy boards for England, Scotland and Wales. Composition of boards and protocol agreed governing how boards and Council will work together.	Director Corporate & Strategic Development	<i>Regulations to establish boards and recommendations on effective involvement of lay people and pharmacy technicians to Council in June 2006</i>	<i>Ongoing</i>
Devolution 04/15 f); 04/144.2; 05/04	Develop Welsh Language Scheme	Secretary & Registrar	Second draft scheme shortly to be circulated for comment internally.	Ongoing

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Effective support structures for the profession 05/41; 05/79, 05/85, 05/129; CNF06/20	<i>Fourth and final meeting of group agreed; final report being prepared</i>	Head of Policy Development	<i>Final meeting of Working Group 1 June Chairman will report on Phase 1 in committee session of the June 2006 Council meeting. Next steps (possible Stage 2) to be discussed by the Council, possibly at a reserve day (date to be fixed).</i>	Ongoing
Shipman 4th Report action plan 05/10a)	Agreed action plan	Director Fitness to Practise & Legal Affairs	Work progressing with DH. Appointed to Advisory Group. On schedule.	Ongoing
Addressing diversity 05/11, 05/105	<i>Action plan being developed; Update noted by Council February 2006</i>	Director Corporate & Strategic Development	<i>Audit of organisation will inform development of action plan, which will be brought back to Council June 2006</i>	
Community Pharmacy Research Consortium Review: Phase 2 05/19	New organisation established: Community Pharmacy Forum for Health Policy Development – <i>current partner organisations are RPSGB, CCA and NPA</i>	Head of Policy Development	<i>First project commissioned – “What makes good primary care commissioning?”. Contract awarded to Judith Smith (HSMC, Birmingham University), and Richard Lewis (the King’s Fund). PSNC is co-funding this project but has not joined the Forum. SPGC withdrawn and funding its own community pharmacy research using Scottish Schools of Pharmacy.</i>	Ongoing
Motions to Council 04/154 Publication of bound register	Referred to RMC for full costing	Directors Finance & Resources and Publications	Awaiting report on costings and viability from Publications	
Section 60 Order Consultation Process 04/128, CNF05/28, CNF05/40, CNF05/54, CNF06/02.1, CNF06/02.3	<i>Reported to December 2005 Council Points for inclusion in the consultation response considered by the Council in February and April 2006.</i>	Head of Corporate Governance	<ul style="list-style-type: none"> ▪ <i>Draft Order published for consultation 27 March. Consultation closes 19 June.</i> ▪ <i>Draft response to be brought from s60 consultation response working group to Council for approval in June 2006.</i> 	Ongoing
Branch Representatives Meeting 04/92 d; 04/144.3); 05/80	Branches & wider membership being consulted on how BRM might develop to maximise its contribution & impact	Director, Public Affairs & Communications	Report circulated. <i>Follow up actions reported to the BRM on 25 May</i>	

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Open Display of Pharmacy Medicines 02/107; 02/159 b); 04/15 e), 04/70, 04/10; 04/133.2, 04/155.5; CNF 06/23	<i>Moratorium extended until August 2006</i>	Director Practice & Quality Improvement	<i>Paper to Council August 2006</i>	
Competencies of the future pharmacy workforce 01/19 (b); 03/13 a); 03/86 (a); 03/135, 05/83	Reported to Council August 2005	Head of Policy Development	<ul style="list-style-type: none"> ▪ Project on non-NHS and non-health sectors of pharmacy being edited ▪ Mapping of future competencies framework to KSF now being tested with pharmacists in community, primary care, hospital and national leadership roles ▪ When comments received, KSF document will be edited prior to publication 	Ongoing
Regulation of Pharmacy Technicians: Long-term underpinning knowledge requirements (UKP) 04/151.1; 06/37.1	<i>Agreed that future accreditation of all training programmes meeting RPSGB policy requirements (excluding those accredited by national awarding bodies) be undertaken by the Society according to the principles set out in the conclusions of paper 06.04/C/34.</i>	Head of Support Staff Regulation	<ul style="list-style-type: none"> ▪ <i>Providers with programmes likely to need accrediting in 2006 and 2007 have been informed of new arrangements</i> ▪ <i>Documentation and templates for training providers are being prepared</i> ▪ <i>Preliminary discussions held with Head of Accreditation on the recruitment of additional members to the Society's accreditation panel</i> 	Completed

The external consultations to which the Society has responded since the April 2006 meeting of Council are set out below

Title of document	Consulting body
Modernising the regulation of primary care – NHS (Pharmaceutical Services Supplementary List) and (Pharmaceutical Service) Amendment Regulations 2006	Department of Health
Independent Review of Livestock Movement Rules	Review of Livestock Movements Team, DEFRA
Fitness to Practise Draft Rules consultation	General Dental Council