SUMMARY MINUTES

of the

BRITISH PHARMACOPOEIA COMMISSION

A meeting of the British Pharmacopoeia Commission was held at 151, Buckingham Palace Road, London SW1W 9SZ on Monday 7th March 2016.

Present: Professor K Taylor (*Chair*), Professor A G Davidson (*Vice-Chair*), Professor M Almond, Dr J Beaman, Dr A M Brady, Mr A Coulson, Dr A Gleadle (*lay member*), Dr R L Horder, Dr M G Lee, Mr R A Lowe, Dr B Matthews, Professor J Miller, Ms S Palser (*lay member*), Professor M Simmonds, Dr R Torano, Dr P Varley.

In attendance: Dr S Atkinson (*Secretary & Scientific Director*), Dr F J Swanson.

An apology for absence was received from Dr G Cook.

Also present: Mrs M Barrett, Ms H Corns, Mr P Crowley, Mr A Evans, Miss A Gardiner, Mr A Gibb, Mr L Gibson, Miss S Gomersal, Dr P Holland, Dr C Howard, Dr R A Pask-Hughes, Ms C Pitt, Mr J Pound, Mr M Whaley and Mr S Young.

30 **Introductory Remarks**

Welcome The Chair welcomed members to the meeting, especially the seven new members who were attending their first meeting (Professor Almond, Dr Beaman, Dr Brady, Dr Gleadle, Mr Lowe, Ms Palser and Professor Simmonds).

Staff The Chair welcomed Sarah Gomersal, who had recently joined the Secretariat and would be assisting in the work of the Medicinal Chemicals Expert Advisory Groups (MC2 and MC3) and also Mr Leo Gibson who had recently joined the BP-NIBSC Herbals Laboratory and was attending the meeting for training purposes. Jane Francomb had left the Secretariat in February and Wayne Jeffries had retired at the end of February after 34 years of service including 11 years at the Secretariat and 23 at the BP Laboratory.

Declaration of Interests; Confidentiality of Proceedings Members were reminded of the need to inform the Secretariat of any changes to their interests throughout the year and of the need to declare any specific interests at the start of relevant discussions during the meeting. The Chair reminded members of the confidential nature of the meeting and that the papers should not be disclosed.

I MINUTES

31 The minutes of the meeting held on 4th November 2015 were confirmed.

II MATTERS ARISING FROM THE MINUTES

32 The following matters arising from the meeting held on 4th November 2015 were noted.

Minute 4 – Public Consultation on Draft Monographs The first batch of text for public comment was currently available on the BP website.

Minute 16 – Prolonged-release Dissolution The Commission's discussion regarding the proposed inclusion of dissolution tests in monographs for Prolonged-release Preparations was being drawn to the attention of the Expert Advisory Groups before any wider consultation was undertaken. Members would be kept informed of any developments.

Minute 18 – EAG MC2 Minutes; Itraconazole Capsules A paper on the proposed use of HPLC with diode array detection as a means of Identification would be presented at a future meeting.

Minute 22 – European Pharmacopoeia Technical Guide; Minute 8 – General Comments on the British Pharmacopoeia: Weighing The proposals would be drawn to the attention of the EP Commission at a suitable opportunity

III REPORTS AND CORRESPONDENCE

GOVERNANCE

33 **Triennial Review** COM(16)1

A summary report indicating the status of the 11 recommendations arising from the Triennial Review of the BP Commission was provided for information.

Recommendation 2 Clearance had been obtained to proceed with the tender for the next edition of the British Pharmacopoeia.

Recommendation 7 The recommendation that appointment end dates should be spread across a number of years had been implemented in the recent appointments/re-appointments exercise.

Recommendation 8 Positive feedback had been received following the first formal consultation period on draft monographs.

Recommendation 11 Letters had recently been sent out by the Chief Medical Officer to the employers of new members and several new members reported that they had been useful in raising the profile of the BP within their organisations.

34 **British Pharmacopoeia: Business Review** COM(16)2

A detailed Business Review report was in preparation. The intention was to provide the final version at the July Commission meeting.

OPERATIONAL

35 **British Pharmacopoeia Commission: Membership** COM(16)3

Following the review of membership undertaken by the Department of Health, seven new members had been appointed to the British Pharmacopoeia Commission for a four-year term with effect from 1st January 2016 and one member had been appointed for a second term of office. Eight members had been re-appointed for periods between two and four years. A copy of the current contact details was provided for information and members were asked to inform the Secretariat if any changes to their details were required.

36 **Working Party (DNA): Identification Techniques** COM(16)4

Terms of Reference The original terms of reference for the Working Party had been updated, following extension of the herbals project for a further three years, and a copy was provided for information.

Change in Status of the Working Party Members endorsed the proposed change in status of the "Working Party" to that of "Panel of Experts", to reflect the expansion of the herbals project.

Guidelines on the use of DNA Barcoding The DNA Working Party and EAG HCM (Herbal and Complementary Medicines) had developed a set of internal guidelines on the use of DNA Barcoding within BP monographs. A copy of the guidelines was provided for information.

Supplementary Chapter A new Supplementary Chapter entitled "DNA Barcoding as a Tool for Botanical Identification of Herbal Drugs" had been prepared and would be published in the BP 2017. Members confirmed that the text was suitable for publication, subject to any further comments received from the Working Party and EAG HCM and any comments received on the DRT.

37 **British Pharmacopoeia Laboratory** COM(16)5

British Pharmacopoeia Laboratory Reports The list of reports concerning new and revised monographs that had been prepared by the Laboratory since the November 2015 meeting was provided for information.

British Pharmacopoeia Chemical Reference Substances The list of reports concerning British Pharmacopoeia Chemical Reference Substances (BPCRS) that had been tested since the November 2015 meeting was provided for information.

A graph showing BPCRS stock levels over recent months was provided for information.

In response to comments at the last meeting, information on recently released batches, and expected dates that out of stock items should become available, was being posted on the BP website monthly.

IV FUTURE PUBLICATIONS

38 **British Pharmacopoeia 2017 Publications** COM(16)6

BP 2017 The Secretariat was currently preparing text for inclusion in the British Pharmacopoeia 2017 and the British Pharmacopoeia (Veterinary) 2017. All items included in the eighth edition of the European Pharmacopoeia, together with those from Supplements 8.1 to 8.8, would be incorporated in either the BP 2017 or the BP (Vet) 2017, as appropriate. The 2017 publications would be published in August 2016 and would come into effect on 1st January 2017.

Electronic updates The text from Supplement 8.6 had been added to the online BP in December, in advance of implementation of the Supplement on 1st January 2016. The text from Supplements 8.7 and 8.8 would be available on the online BP from 1st April and 1st July respectively.

Preliminaries Members recommended that the British Pharmacopoeia 2017 and the British Pharmacopoeia (Veterinary) 2017 should be published and confirmed that the draft Prefaces to both publications were acceptable.

Technical/Editorial Changes

Heavy metals Following the discussion at the last meeting, the test for Heavy metals would be removed from about 50 BP monographs by means of the BP 2017.

Inhaled Products The recommendations in the revised policy document had been drawn to the attention of the relevant Expert Advisory Groups and a number of monographs would be updated in the BP 2017 to reflect the new policy.

39 **BP 2017: Anhydrous and Hydrated Substances** COM(16)7

Since the last meeting confirmation had been received that the changes to remove the word "anhydrous" from the title of 25 Ph Eur monographs would be made in the 9th Edition of the European Pharmacopoeia, which would come into effect on 1st January 2017. The widespread changes to include the degree of hydration in the titles of monographs for hydrated substances had been deferred.

Changes to BP Monographs and Text The only changes required to affected BP formulation monographs would be in the Definition, where the new Ph Eur name would be specified. No change to the way the content was expressed would be made. Some changes would also be required within Appendix XXI B (Approved Synonyms) to reflect the changes in title.

Changes to Ph Eur Monographs In accordance with the current policy, a subsidiary title indicating the former title would be added to affected monographs. However, there were a number of cases where this approach could not be adopted due to the established use of approved synonyms within the UK and the Commission endorsed the approach recommended by the Secretariat for these monographs.

British Approved Names It was noted that any changes to the title of BP monographs would be incorporated appropriately in the BAN 2017 publication.

40 **Monographs for Omission from the BP 2017 and BP (Vet) 2017** COM(16)8

Since publication of the BP 2016 publications, a number of monographs had been identified as candidates for omission from the BP 2017 publications. In accordance with usual practice, the Secretariat had contacted countries in which the BP was used, including Australia, to ascertain if the products were still available before including the items on the list. Members endorsed the recommendation to omit the monographs from the BP 2017 and the BP (Vet) 2017. In accordance with regulation 252 (2c) of the Human Medicines Regulations 2012, these monographs would continue to remain in force.

41 **Approved Synonyms** COM(16)9

New Monographs Members confirmed that there was no need to create any approved synonyms as a consequence of new monographs added to the European Pharmacopoeia by means of Supplement 8.8 and recommended that the Ph Eur titles should be used when the monographs were reproduced in the BP 2017 and BP (Vet) 2017.

British Approved Names As a consequence of additions to the Ph Eur, the following name would be added as a new British Approved Name (Modified) in a future BAN publication: Mycophenolate Sodium would be incorporated within the existing entry for Mycophenolic Acid.

42 **British Approved Names 2017** COM(16)10

The Secretariat was currently preparing the text of the next edition, BAN 2017, which would be a consolidation of the current edition and its four Supplements, together with new names.

New Names A draft extract containing entries for 29 new names was provided and members were asked to send any comments to reach the Secretariat within two weeks of the meeting (21st March).

V ANALYTICAL ISSUES

43 Analytical Methods – Evaluation Assessment COM(16)11

At the March 2015 meeting it had been agreed that a formalised approach to deciding whether methods should be evaluated by the BP Laboratory should be developed. This assessment was intended to document what currently happened and to ensure that a consistent approach was applied across the Expert Advisory Groups.

The agreed approach had been trialled at a number of recent EAG meetings. An example of an assessment undertaken was provided for information, together with a summary of the comments received from members. A Guidance Note had also been prepared and this would be provided to experts.

The general consensus had been that the approach was useful, although too much information had initially been provided to the EAGs. It was noted that the process was at an early stage in development and could be refined over time. However, any changes would need to be carefully considered to avoid imposing any additional burden on the Secretariat.

Members endorsed the proposals to continue trialling the process for EAGs ABS, MC1, MC2 and MC3 for three years and for a review to be undertaken after this time.

VI EXPERT ADVISORY GROUPS / PANELS OF EXPERTS

44 Expert Advisory Groups, Panels of Experts and Working Parties COM(16)12

Expert Advisory Group ABS: Antibiotics Mr Brian White had resigned from EAG ABS due to a change in his circumstances and a letter of thanks for his past service had been sent.

Expert Advisory Group BIO: Biological and Biotechnological Products Mr William Tarbit had resigned from EAG BIO and a letter of thanks for his long service had been sent.

Expert Advisory Group MC1: Medicinal Chemicals Members endorsed the recommendation to appoint Dr Edward Bush (Pharmaceutical Development Team Leader, AstraZeneca; UK member of Ph Eur Group 10B: Organic Chemistry, Synthetic Products) to EAG MC1.

Expert Advisory Group ULM: Unlicensed Medicines Mr Jeff Rothwell (Rosemont) had resigned from EAG ULM due to conflicting commitments. A letter of thanks for his past service, and acknowledging the significant input from Rosemont, had been sent.

Members endorsed the recommendation to appoint Mr James Rickard (Head of Technical Services and Deputy Chief Pharmacist, Bart's Health NHS Trust) to the group.

Working Party AQbD: Analytical Quality by Design Members endorsed the recommendation to appoint Ms Marion Chatfield (Statistician, GlaxoSmithKline) to the Working Party.

Working Party/Panel DNA: Identification Techniques Members endorsed the recommendation to extend the term of office until 31st December 2018, in line with that for all other EAG, Panel and Working Party members.

45 Expert Advisory Group PCY: Pharmacy COM(16)13

The report of the EAG PCY meeting (14:9:15) was approved and the following point was raised.

Powders and Granules for Oral Suspensions and Solutions; Assay The current approach for monographs for Oral Solutions and Oral Suspensions presented as powders or granules intended for dissolving or dispersing before use was to include separate content limits for (i) freshly constituted solutions or suspensions and (ii) for solutions or suspensions at the end of the stated period of use. The Expert Advisory Group on Antibiotics had sought confirmation that this long-established approach was still appropriate. Members of PCY had recommended that the approach should be retained for those products which had different limits authorised for the start and end of the period of use date.

46 **Working Party AQbD: Analytical Quality by Design** COM(16)14

The report and summary report of the WP AQbD meeting (18:9:15) was approved.

47 **Expert Advisory Group MC3: Medicinal Chemicals** COM(16)15

The report of the EAG MC3 meeting (7:10:15) was approved and the following point was raised.

Capecitabine Tablets; Related substances The group had suggested that impurity limits should be given to one decimal place (eg. 1.0% rather than 1%). It had been agreed that the current approach should be retained, but that if the change to numerical limits rather than peak areas was introduced in the future, it would be appropriate to amend the limits as proposed and members concurred.

48 **Expert Advisory Group ULM: Unlicensed Medicines** COM(16)16

The report of the EAG ULM meeting (8:10:15) was approved and the following points were raised.

Extemporaneous Preparations The issue concerning whether formulae and methods of extemporaneous preparation should be retained or removed from the BP had been discussed several times by EAGs PCY and ULM and recommendations would be drawn to the attention of Commission at a future meeting.

Supplementary Chapter – Aseptic Preparations The draft Supplementary Chapter, which had been approved at the last meeting, was currently out for consultation and any necessary changes would be incorporated before the text was finalised for inclusion in the BP 2017.

Monographs Proposed for Referral to EAG ULM In addition to extent of use, patient need was a key criterion for deciding which monographs should be developed for unlicensed medicines. It had been agreed that monographs should not automatically be transferred to EAG ULM when licensed products were no longer available and that it would be helpful to develop clear policy guidelines to assist in deciding whether monographs should be transferred or omitted.

49 **Expert Advisory Group MC2: Medicinal Chemicals** COM(16)17

The report of the EAG MC2 meeting (11:11:15) was approved.

50 **Expert Advisory Group BIO: Biological and Biotechnological Products** COM(16)18

The report of the EAG BIO meeting (18:11:15) was approved and the following points were raised.

Work Programmes: Ph Eur and BP Biologicals Update Commission endorsed the recommendation to add Teriparatide Injection and Pegfilgrastim Injection to the BP work programme, subject to adoption of the corresponding Ph Eur parent monographs.

Heparin Flush Preparations In light of differences between flush preparations and the injection, Commission endorsed the EAGs recommendation that a separate monograph should be prepared.

51 **Expert Advisory Group HCM: Herbal and Complementary Medicines** COM(16)19

The report of the EAG HCM meeting (25:11:15) was approved and the following point was raised.

Additions to the Work Programme Members endorsed the recommendation to add Calcium Sennosides to the BP work programme.

52 **Expert Advisory Group MC1: Medicinal Chemicals** COM(16)20

The report of the EAG MC1 meeting (15:12:15) was approved and the following points were raised.

Metformin and Sitagliptin Tablets and Prolonged-release Tablets It was noted that these monographs were being developed as part of an informal harmonisation project with the USP.

Paracetamol Capsules (Soft Gel) EAG MC1 had discussed whether the existing Capsules monograph should be amended to accommodate the soft gel product, whether a separate monograph for the soft gel formulation should be developed or whether the company should be asked to reformulate their product to meet the BP requirements. The matter would be further discussed at the next meeting of EAG MC1, with a view to presenting a paper at the next Commission meeting.

53 **Working Party DNA: Identification Techniques** COM(16)21

The report of the WP DNA meeting (28:1:16) was approved.

54 **Expert Advisory Group NOM: Nomenclature** COM(16)22

The report of the EAG NOM meeting (10:2:16) was approved and the following point was raised.

British Approved Names 2017: New Entries A number of comments had been made on the new entries by EAG NOM and members were invited to send their comments to the Secretariat by 21st March (*minute 42 refers*).

VII EUROPEAN PHARMACOPOEIA

55 **European Pharmacopoeia Update** COM(16)23

European Pharmacopoeia Commission The draft report of the 153rd Session of the EP Commission (November 2015) had been posted on the BP website.

Appointment of Experts A full review of membership of Ph Eur Expert Groups and Working Parties would be undertaken during the year.

European Formulary for Paediatric Medicine A new Paediatric Formulation Working Party had been established whose remit was to use the criteria developed by the original Working Party to select and develop monographs for inclusion in the new Pan-European Paediatric Formulary.

VIII INTERNATIONAL COLLABORATION

56 **International Collaboration** COM(16)24

Members were provided with an update on international activities.

Pharmaceutical and Medical Devices Agency (PMDA) A meeting had been held with representatives from the Japanese PMDA in October 2015 to discuss current Quality by Design Projects. The BP had presented a summary of the MHRA/BP AQbD feasibility study.

Indian Pharmacopoeia Commission Dr Atkinson and Mr Heddell (Director of MHRA Inspection, Enforcement and Standards Division) had met with Dr Singh (Secretary-cum-Scientific Director, Indian Pharmacopoeia Commission) during an MHRA visit to India (December 2015) to meet with the Indian regulatory authorities and industry. Possible areas of collaboration had been discussed.

United States Pharmacopeia Dr Atkinson and Mr Pound had attended a meeting with representatives from the USP in Washington DC during January, with input via WebEx from BP colleagues. The meeting had provided the opportunity to meet two new members of the USP Executive Team and to discuss areas of common interest.

IAB HKCMMS Dr Atkinson and Mr Whaley had attended the International Advisory Board meeting of the Hong Kong Chinese Materia Medica Standards (HKCMMS) in October 2015 as invited observers. Dr Lee and Professor Simmonds had also attended the meeting. The BP had also met with representatives from the Hong Kong Department of Health during the meeting. These meetings had provided the opportunity to raise awareness of BP monographs for herbal medicines.

International Foundation Process Analytical Chemistry (IFPAC) Mr Pound had attended the 2016 IFPAC Conference in Washington DC in January, during which he gave a presentation on the application of enhanced approaches to compendial methods and provided an overview of the MHRA/BP AQbD feasibility study.

IX REPORTS OF THE SECRETARY AND SCIENTIFIC DIRECTOR

57 BP Contract

The Secretariat was currently preparing the tender for the next publication contract and updates would be provided at future meetings.

58 BP-NIBSC Herbals Project

Work was progressing to finalise additional laboratory space at NIBSC for the project.

X ANY OTHER BUSINESS

59 European Federation of Pharmaceutical Industries and Associations (EFPIA)

A member raised a number of points that had arisen through EFPIA.

It was suggested that EFPIA should send comments to the Secretariat to facilitate raising these points with the EP Commission.

60 BP Website

A member said that it had not been possible to access the appendices while reviewing documents on the DRT. It was noted that the links did not function within the DRT or in the offline download product, only in the publications part of the website.

61 **Date of next meeting** Monday 7th July 2016.