

Minutes of meeting the Special Purposes Committee of the held on June 3rd, 2021, at 3:00 pm. The meeting was convened online due to the COVID-19 Public Health Emergency

Agenda Item A - Attendees & Apologies

Name	Role	Present (Yes/No)
Ms Joanne Kissane	President	Yes
Mr. Michael Lyons	Vice President	Yes
Mr. Graham Knowles	Chair of the Performance and Resources Committee	Yes
Ms. Veronica Treacy	Chair of the Audit and Risk Committee	Yes
Ms. Muireann Ní Shúilleabháin	Chair of the Regulatory and Professional Policy Committee	Yes
Members of PSI staff in attendance included:		
Mr. Niall Byrne	Registrar	
Dr. Cheryl Stokes	Head of Corporate Governance and Public Affairs	
Mr. Éanna Ó Lochlainn	Governance and Planning Officer	

Colour code: Red—for decision; Green—for discussion; Blue—for information

Agenda Item B – Declaration of Conflicts of Interest

Issue

Declaration of Interests by Members of Special Purposes Committee.

Information

Under item B of the Council Agenda, the President drew Council members' attention to their obligations under paragraph 9 of Schedule 1 to the Pharmacy Act 2007, which deals with the necessary disclosure of certain interests by members of the Council.

Decision Approved, and/or Action Requested

No conflicts of interest were declared

Agenda Item C – Approval of the Minutes of the Special Purposes Committee Meeting held on 8th April 2021

Issue

Draft Minutes of the Special Purposes Committee Meeting held on Thursday 8th April 2021.

Information

The Chair noted that the draft minutes of the Committee meeting held on Thursday 8th April 2021, had been circulated to Committee members in advance of the meeting and that no amendments had been received.

Decision Approved, and/or Action Requested

Decision Approved: The Committee approved the minutes of the Special Purposes Committee meeting held on Thursday 8th April 2021, on the proposal of Ms. Muireann Ní Shúilleabháin, seconded by Ms. Veronica Treacy

Agenda Item D - Recommendation to Council for approval of re-appointments to Advisory Committees of Council

Issue

Recommendation to Council for approval of re-appointments to Advisory Committees of Council

Information

Following consultation between the President, the Chairs of the PSI Advisory Committees, and each of their respective Committee members eligible for reappointment, the Special Purposes Committee was asked to recommend to Council, for approval, the nominations for re-appointment to the PSI Advisory Committees. The Committee expressed concern regarding potential succession issues arising when Council members were due to complete their terms of office on Council.

Decision Approved, and/or Action Requested

Decision Approved: The Committee agreed to recommend to Council, for approval at its meeting on 24th of June 2021, the following reappointments to the PSI Advisory Committees:

Performance and Resources Committee;

Mr. Mark Jordan, be nominated for re-appointment to the Performance and Resources Committee for a further term following the expiry of his current term of office on the Committee, or until such time as he ceases to be a member of Council, whichever the sooner,

Mr. Roy Hogan, be nominated for re-appointment to the Performance and Resources Committee for a further term following the expiry of his current term of office on the Committee, or until such time as he ceases to be a member of Council, whichever the sooner,

Ms. Geraldine Crowley, be nominated for re-appointment to the Performance and Resources Committee for a further term following the expiry of her current term of office on the Committee, or until such time as she ceases to be a member of Council, whichever the sooner,

Regulatory and Professional Policy Committee;

Prof. Brian Kirby be nominated for reappointment to the Regulatory and Professional Policy Committee for a further term following the expiry of his current term of office on the Committee, or until such time as he ceases to be a member of Council, whichever the sooner,

Audit and Risk Committee;

Mr. Liam Burke be nominated for reappointment as an external non-Council member of the Audit and Risk Committee for a further term of three years,

on the proposal of Ms. Muireann Ní Shúilleabháin, seconded by Mr. Michael Lyons.

Agenda Item E - Recommendation to Council for approval of the appointment of a Council member to an Advisory Committee of Council

Issue

Recommendation to Council for approval of the appointment of a Council member to an Advisory Committees of Council.

Information

Ms. Louisa Power's term of office on the Audit and Risk Committee expires on the 20th of September 2021. She has served two terms on the Committee, and therefore is not eligible to be re-appointed for a further term. She was asked to express an interest in becoming a member of another Advisory Committee.

Decision Approved, and/or Action Requested

Decision Approved: The Committee agreed to recommend to Council, for approval at its meeting on 24th June 2021, that, following the expiry of her term of office on the Audit and Risk Committee, Ms. Louisa Power be appointed as a member of the Regulatory and Professional Policy Committee for a term of two years, or until such time as she ceases to be a member of Council, whichever the sooner, on the proposal of Mr. Graham Knowles, seconded by Ms. Muireann Ní Shúilleabháin.

Agenda Item F - Recommendation to Council for approval of the appointment of an interim Chair of the Audit and Risk Committee

Issue

Recommendation to Council for approval of the appointment of an interim Chair of the Audit and Risk Committee.

Information

Following consultation between the President, and the current Chair of the Audit and Risk Committee, the Special Purposes Committee was asked to consider that Dr. Paul Gorecki, who is currently a member of the Audit and Risk Committee, be nominated to Council for appointment as interim Chair of the Audit and Risk Committee. This nomination would be made pending the completion of an expression of interest process, which will be carried out following the appointment of new members to Council.

Decision Approved, and/or Action Requested

Decision Approved: The Committee agreed to recommend to Council, for approval at its meeting on 24th June 2021, that Dr. Paul Gorecki, be nominated for appointment as interim Chair of the Audit and Risk Committee, pending the completion of an expression of interest process, which will be carried out following the appointment of new members to Council, on the proposal of Mr. Michael Lyons, seconded by Ms. Veronica Treacy.

Agenda Item G – Recommendation to Council for approval of Exit Interview Process for departing Council members

Issue

Recommendation to Council for approval of Exit Interview Process for departing Council members.

Information

The Committee discussed the feasibility of conducting semi-structured exit interviews with Council members once they completed their terms of office as members of Council, either with a third party, or with the President of Council, with a view to it becoming established practice within the PSI.

Decision Approved, and/or Action Requested

The Committee agreed that an exit interview process be developed by the Executive, and brought back to the Committee for consideration in the latter half of the current year, with a view to commencing the practice in May 2022.

Agenda Item H – Recommendation to Council, that email be used to approve Advisory Committee appointments arising between the June and October Council meetings

Issue

Recommendation to Council, that email be used to approve Advisory Committee appointments arising between the June and October Council meetings.

Information

The term of office of a number of Council members expires on the 20th of June 2021 and it is anticipated that five new appointments and two re-appointments will be made by the Minister for Health in the coming weeks to fill the vacancies left by outgoing members. The outgoing Council members also leave vacancies on Advisory Committees that need to be filled. As the next scheduled meeting of Council after the 24th of June is the 7th of October, there is a significant gap before new Council members would be able to be appointed to Committees.

Decision Approved, and/or Action Requested

Decision Approved: The Committee agreed to recommend to Council, for approval at its meeting on 24th June 2021, that email be used to approve Advisory Committee

appointments arising between the June and October Council meetings on the proposal of Ms. Muireann Ní Shúilleabháin, seconded by Mr. Michael Lyons.

Agenda Item I – Any Other Business

Issue

As this would be the last Committee meeting they would be attending, the Chair of the Committee, took the opportunity to thank Mr. Michael Lyons and Ms Veronica Treacy for their unstinting support and hard work, both as Council, and Advisory Committee members. The Registrar endorsed the Chair's comments.

Information

As this would be her last meeting she would be attending, Mr. Graham Knowles thanked the Chair, Ms. Joanne Kissane, for the fortitude she had demonstrated, and the exceptional job she had done, both as Chair of the Committee, and President of Council. The Registrar endorsed Mr Knowles's comments.

Decision Approved, and/or Action Requested

None .

The meeting concluded at 3:45 pm.

Signed by:

Chair

Date