

**PSI Council Public Meeting Minutes**  
**Minutes of meeting number 133 of the Council of the Pharmaceutical Society of Ireland (PSI), as established under the Pharmacy Act 2007, the public session of which commenced at 08:30 am on Thursday, 27<sup>th</sup> April 2023.**

**Agenda Item A - Attendees & Apologies**

<b>Name</b>	<b>Role</b>	<b>Present (Yes/No)</b>
Ms. Muireann Ní Shúilleabháin	President	Yes
Mr. Rory O'Donnell	Vice President	No
Mr. John Given	Council Member	No
Mr. Graham Knowles	Council Member	Yes
Ms. Katherine Morrow	Council Member	Yes
Mr. Paul Turpin	Council Member	Yes
Ms. Ann Sheehan	Council Member	Yes
Ms. Avril Ryan	Council Member	Yes
Prof. Brian Kirby	Council Member	Yes
Mr. Mark Jordan	Council Member	Yes
Ms. Dorothy Donovan	Council Member	No
Ms. Grainne Power	Council Member	Yes
Ms. Geraldine Crowley	Council Member	No
Ms. Geraldine Campbell	Council Member	Yes
Mr. Sean Reilly	Council Member	No
Ms. Marie Louisa Power	Council Member	Yes
Mr. Roy Hogan	Council Member	Yes
Mr. Fintan Foy	Council Member	Yes
Mr. Peter Dennehy	Council Member	No
Dr. Paula Barry Walsh	Council Member	Yes
Dr. Ann McGarry	Council Member	Yes
<b>Members of PSI staff in attendance included:</b>		
Ms. Joanne Kissane	Registrar	
Mr. Éanna Ó Lochlainn	Corporate Governance & Planning Officer	
Dr. Cheryl Stokes	Head of Governance & Programme Delivery	
Dr. Lorraine Horgan	Head of Corporate Services	
Mr. John Bryan	Head of Community Pharmacy Assurance	
Mr. Dan Burns	Professional Standards Manager	

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

### Agenda Item B – Declaration of Interest by Members of Council

#### Issue

Declaration of interests by members of Council.

#### Information

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 by Council

No conflicts of interest were declared.

### Agenda Item C – Draft Minutes of Public Council Meeting No. 132

#### Issue

The Draft Minutes of Public Council Meeting No.132 were tabled for approval by Council.

#### Information

None.

#### Decision Approved and/or Action Requested by Council

**Decision Approved:** Council approved the draft Minutes of the public session of Council meeting number 132 held on 23rd March 2023, on the proposal of Ms. Marie Louisa Power and seconded by Dr. Ann McGarry.

### Agenda Item D – Agreement on the Meeting Agenda

#### Issue

The President invited members of Council to give notice of any items they wished to submit under item J, Any Other Business.

#### Information

None.

**Decision Approved and/or Action Requested by Council**

No item was tabled for discussion under any other business.

**Agenda Item E.1 Presentation of the Registrar’s Report**

**Issue**

The Registrar presented her Report to Council.

**Information**

Copies of the Report had been circulated to Council in advance of the meeting. In her presentation to Council, the Registrar highlighted the ongoing work on the Emerging Risks to Future Pharmacy Workforce Project, approval of the HSE’s National Immunisation Office (NIO) training modules on adapted COVID-19 vaccine for those aged 5-11 Years, as well updating Council regarding progress on the revised Third Country Qualification Recognition (TCQR) route. The Registrar invited questions from Council. Council queried when the revised TCQR route was due to become operational. The Registrar informed Council that her working assumption was that it would be in operation by year-end.

**Decision Approved and/or Action Requested by Council**

Council noted the Report.

**Agenda Item E.2 Update on Q1 implementation of the Service Plan 2023.**

**Issue**

Update on Q1 implementation of the Service Plan 2023.

**Information**

The Registrar provided Council with an update on the 2023 Service Plan. She invited questions from Council. Council had no questions.

**Decision Approved and/or Action Requested by Council**

Council noted the update.

**Agenda Item E.3 – Request for Approval of Appointment of Presiding Officer and Alternate Presiding Officer for Election of President and Vice-President of Council**

**Issue**

Request for Approval of Appointment of Presiding Officer and Alternate Presiding Officer for Election of President and Vice-President of Council

**Information**

Council was asked to approve the appointment of PSI staff members; Dr. Cheryl Stokes, Head of Governance and Programme Delivery, as Presiding Officer, and Mr. Éanna Ó Lochlainn, Corporate Governance and Planning Officer, as Alternate Presiding Officer.

**Decision Approved and/or Action Requested by Council**

**Decision Approved:** Council approved the appointment of Dr. Cheryl Stokes, Head of Governance and Programme Delivery, as Presiding Officer and Mr. Éanna Ó Lochlainn, Corporate Governance and Planning Officer, as Alternate Presiding Officer, on the proposal of Mr. Fintan Foy, and seconded by Mr. Mark Jordan.

**Agenda Item F.1 – Report to Council from the Business Transformation Project Programme Board**

**Issue**

Report to Council from the Business Transformation Project Programme Board

**Information**

Mr. Fintan Foy, Chair of the Business Transformation Project Programme Board, presented the Report to Council, a copy of which had been circulated before the meeting. He informed Council that the 17th of February 2023 target delivery date for phase 1.1 of the project had not been met and that, as a consequence, a revised delivery schedule had been put in place, with a new delivery date for phase 1.1 in June. He informed Council that whilst there was no immediate budgetary impact arising from this, there was a cost to the organisation regarding staff allocation and additional resources to the project. He informed Council that the Board was considering its options concerning phase 2. He confirmed that a meeting had occurred with the supplier's Chief Executive.

**Decision Approved and/or Action Requested by Council**

Council noted the Report. Both the Registrar and President thanked Mr. Foy, whose last Council meeting in his capacity as Chair of the Business Transformation Project Programme

Board this would be, for his hard work and commitment in chairing the Business Transformation Project Programme Board.

**Agenda Item G.1 – Report to Council from the Performance and Resources Committee**

**Issue**

Report to Council from the Performance and Resources Committee

**Information**

Mr. Paul Turpin, Chair of the Performance and Resources Committee, presented the Report to Council, a copy of which had been circulated before the meeting. He informed Council that as the organisation was going through a significant organisational change, the Committee was working with the Executive to support that change.

**Decision Approved and/or Action Requested by Council**

Council noted the Report. Both the Registrar and President thanked Mr. Turpin, whose last Council meeting as Chair of the Performance and Resources Committee this would be, for his hard work and commitment in chairing the Performance and Resources Committee.

**Agenda Item H.1 – Report to Council from the Regulatory and Professional Policy Committee**

**Issue**

Report to Council from the Regulatory and Professional Policy Committee

**Information**

Ms. Katherine Morrow, Chair of the Regulatory and Professional Policy Committee, presented the Report, a copy of which had been circulated to Council in advance of the meeting. She invited questions from Council. Council had no questions.

**Decision Approved and/or Action Requested by Council**

Council noted the Report.

**Agenda Item H.2 – Third Country Qualification Recognition Route – Request for Approval of Draft PSI (Registration)(Amendment) Rules 2023 after Public Consultation**

**Issue**

Third Country Qualification Recognition Route (TCQR) – Request for Approval of Draft PSI (Registration)(Amendment) Rules 2023 after Public Consultation.

**Information**

Council noted that this would be a timely moment for the TCQR route to be assessed in terms of equality, diversity and inclusion. The Executive confirmed that the PSI's Equality Diversity and Inclusion Group would lead on this work, and it was hoped that further updates on the matter would be provided to Council in due course.

**Decision Approved and/or Action Requested by Council**

**Decision Approved:** The Draft PSI (Registration)(Amendment) Rules 2023 were approved by Council on the proposal of Mr. Graham Knowles, seconded by Ms. Geraldine Campbell.

**Agenda Item I.1 - Report to Council from the Special Purposes Committee**

**Issue**

Report to Council from the Special Purposes Committee

**Information**

Ms. Muireann Ní Shúilleabháin, Chair of the Special Purposes Committee, presented the Report, a copy of which had been circulated to Council in advance of the meeting. She invited questions from Council. Council had no questions.

**Decision Approved and/or Action Requested by Council**

Council noted the Report.

**Agenda Item I.2 – Request for Approval of Recommendation for the Appointment of an external member to the Audit and Risk Committee and the establishment of a panel for future vacancies to be appointed from**

**Issue**

Request for Approval of:

- a) Recommendation for the Appointment of an external member to the Audit and Risk Committee.

## Issue

b) The establishment of a panel for future vacancies to be appointed from.

## Information

Following a call for expressions of interest for an external non-Council member of the PSI's Audit and Risk Committee on stateboards.ie and following review by the Special Purposes Committee of the expression of interests received, and the core competencies required for the role, a preferred candidate, and a reserve panel was being recommended by the Committee to Council for its approval.

## Decision Approved and/or Action Requested by Council

### **Decisions Approved:**

- (a) Council approved the appointment of Ms. Ciara Lynch as an external non-Council member of the Audit and Risk Committee for a term of three years on the proposal of Prof. Brian Kirby, seconded by Mr. Paul Turpin.
- (b) Council approved the establishment of a reserve panel for future vacancies to be appointed from, on the proposal of Mr. Fintan Foy, seconded by Ms. Marie Louisa Power.

### **Agenda Item I.3 – Request for Approval of Updated Process for the Appointment of Chairs/Acting Chairs of the Disciplinary Committees.**

## Issue

Request for Approval of Updated Process for the Appointment of Chairs/Acting Chairs of the Disciplinary Committees

## Information

Council expressed concern that a member of the Executive would be part of an interview panel for prospective applicants for the Chair and Acting Chair roles. It was agreed that this would be amended to reflect that the Executive would be available to speak to candidates.

## Decision Approved and/or Action Requested by Council

**Decisions Approved:** Council approved the Updated Process for the Appointment of Chairs/Acting Chairs of the Disciplinary Committees, as amended, on the proposal of Mr. Paul Turpin, seconded by Dr. Paula Barry Walsh.

**Agenda Item J.1 Any Other Business**

<b>Issue</b>
Any Other Business

<b>Information</b>
No item had been tabled for discussion under item D.

<b>Decision Approved and/or Action Requested by Council</b>
The President conveyed her thanks to all members of Council and PSI Staff for their support during her tenure as President of the PSI Council. The Registrar thanked both the outgoing President and the outgoing Advisory Committee chairs for their immense contribution to the work of the PSI.

**The Meeting concluded at 10:15 am**

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**President**

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**Date**