

The 8<sup>th</sup> Meeting of the Pharmaceutical Society of Ireland established pursuant to the Pharmacy Act 2007 was held at 10.30am on 2<sup>nd</sup> December 2008 in the Boardroom of the School of Pharmacy and Pharmaceutical Sciences, Trinity College Dublin.

Council Members present: Dr. B. Leddy (President), Mr. B. Hayes (Vice President), Dr. W. Boles, Mr. C. Deasy, Mr. R. Durkin, Mr. C. Fagan, Mr. P. Fahey, Prof. J. Feely, Dr. P. Gallagher, Ms. N. Harvey, Ms. I. Kelleher, Ms. D. Larkin, Ms. M. Ní Longáin, Prof. J. Nunn, Mr D. O'Loughlin, Prof P. Weedle.

PSI Corporate Management in attendance: Dr. A. McLoughlin (Registrar), Ms. J. Aylward, Mr. J. Bryan, Ms. D. Gaughan, Ms. L. Horgan, Ms. M. Kinsella, Mr. R. Kennedy, Ms. K. O'Flaherty, Ms. S. O'Keefe, Dr. C. Stokes.

1. **Apologies:**

Ms. C. Hallahan, Ms. P. O'Neill, Assist. Comm. N. O'Sullivan, Ms. R. Purcell.

2. **Draft Minutes of Council Meeting of 7<sup>th</sup> October 2008.**

**(Appendix A: sent 21<sup>st</sup> November 2008)**

Approval of the draft minutes was proposed and seconded:

- |                 |                      |
|-----------------|----------------------|
| 1. Mr. P. Fahey | 2. Mr. D. O'Loughlin |
|-----------------|----------------------|

**Action<sup>1</sup>: Office of the Registrar**

3. **Motion on Property Matters: President.**

The President read the following motion to Council:

'It is proposed to the Council of the PSI by the Property Sub-Committee and the Administration, Finance and Corporate Governance Committee, having considered all information and offers relating to the PSI property at 37 Northumberland Road, Dublin 4, that said property be disposed of, subject to negotiations by Estate Agents with carriage of sale, for a sum of not less than €2.5m.'

The Registrar briefed Council on the background to the property issues and the reports given to the Property Sub-Committee. The Motion was unanimously approved.

Approval of Motion No. 9 was proposed and seconded:

- |                 |                 |
|-----------------|-----------------|
| 1. Dr. B. Leddy | 2. Mr. C. Fagan |
|-----------------|-----------------|

**Action<sup>2</sup>: Office of the Registrar**

3.1 **Delegation memo to Council (Appendix B: Sent 1<sup>st</sup> October 2008)**

The Registrar reported to Council that the Minister for Health and Children had commenced the second phase of the Pharmacy Act 2007 and signed the PSI Statutory Rules on Friday 28<sup>th</sup> November, with a date

of commencement of 29<sup>th</sup> November 2008. He informed Council that the Pharmacy Acts 1875 to 1977 and all Regulations under those Acts have now been revoked. Significant work was undertaken by the PSI, its legal advisors, the Department of Health & Children and its legal advisors to coordinate the commencement of Phase 2 of the Act.

The President, Council and Registrar expressed their deep frustration and disappointment at the delay in finalising these matters.

Ms M. Kinsella outlined the background to the Motions 1 to 8 which comprised terms of reference for the Professional Development & Learning Committee, Registration & Qualification Recognition Committee, Inspection & Enforcement Committee and the Chairpersons Committee, as well as delegations of certain functions of the Council to Committees and to the Registrar.

It was noted that these delegations arose out of work undertaken by the Office with Price Waterhouse Coopers and the PSI legal advisers in reviewing the PSI's functions and procedures arising from the Pharmacy Act 2007. It was outlined that in the development of these delegations, significant efforts were taken by the Office and the PSI's legal advisor to maintain an appropriate balance in the Council's role, on one side, to ensure that the PSI's functions are carried out fully and properly while, on the other, to use its time and resources appropriately and effectively. It was noted that where a function is to be delegated by the Council, mechanisms are in place (such as regular reporting to Council, the conduct of regular internal audits and the role of the Audit Committee) for the Council to maintain an oversight of the performance of these delegated functions. In addition, it was noted that the delegations and terms of reference can be reviewed and amended at any time by the Council to reflect any necessary changes.

Council expressed concern at the short timeframe for the consideration by the Council of these Motions. Ms. Kinsella clarified that the short timeframe resulted as a consequence of the commencement of the Pharmacy Act provisions on Saturday, November 29<sup>th</sup> 2008, only three days earlier. In addition, it was clarified that there had been typographical and textual changes but no substantive changes made by the PSI legal advisers to the draft version of the documents previously sent to Council in advance of the October 7<sup>th</sup> meeting, and subsequently forwarded by Dr C. Stokes.

In accordance with Section 20(2) of the PSI Council Rules, it was agreed that the Agenda should be circulated to Council members at least 7 days in advance of each Council meeting.

The following documents were considered by Council and agreed unanimously:

**3.1.1 Revised Terms of Reference for the Professional Development and Learning Committee: (Appendix B(i). Sent: 1<sup>st</sup> October 2008)**

Motion no 1: Proposed and Seconded:

- |    |              |    |                  |
|----|--------------|----|------------------|
| 1. | Mr. B. Hayes | 2. | Dr. P. Gallagher |
|----|--------------|----|------------------|

**3.1.2 Proposed Delegations to the Professional Development and Learning Committee: (Appendix B(ii). Sent: 1<sup>st</sup> October 2008)**

Motion no. 2: Proposed and Seconded:

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|----|--------------|----|------------------|
| 1. | Mr. B. Hayes | 2. | Dr. P. Gallagher |
|----|--------------|----|------------------|

**3.1.3 Revised Terms of Reference for the Registration and Qualification Recognition Committee: (Appendix B(iii). Sent: 1<sup>st</sup> October 2008)**

Motion no. 3: Proposed and Seconded:

1. Mr. B. Hayes
2. Dr. P. Gallagher

**3.1.4 Proposed Delegations to the Registration and Qualification Recognition Committee: (Appendix B(iv). Sent: 1<sup>st</sup> October 2008)**

Motion no. 4: Proposed and Seconded:

1. Mr. B. Hayes
2. Dr. P. Gallagher

**3.1.5 Revised Terms of Reference for the Inspection and Enforcement Committee: (Appendix B(v). Sent: 1<sup>st</sup> October 2008)**

Motion no. 5: Proposed and Seconded:

1. Mr. B. Hayes
2. Dr. P. Gallagher

**3.1.6 Proposed Delegations to the Inspection and Enforcement Committee: (Appendix B(vi). Sent: 1<sup>st</sup> October 2008)**

Motion no. 6: Proposed and Seconded:

1. Mr. B. Hayes
2. Dr. P. Gallagher

**3.1.7 Proposed Terms of Reference for the Chairpersons Committee: Appendix B (vii). Sent: 1<sup>st</sup> October 2008)**

Motion no. 7: Proposed and Seconded:

1. Mr. B. Hayes
2. Dr. P. Gallagher

**3.1.8 Proposed Delegations to the Registrar: Appendix B (viii)**

Motion no. 8: Proposed and Seconded:

1. Mr. B. Hayes
2. Dr. P. Gallagher

**Action<sup>3</sup>: Office of the Registrar**

**3.2 Draft Memorandum of Understanding PSI/IMB (Appendix C: Sent: 21<sup>st</sup> November 2008)**

The Registrar informed Council that this document resulted from discussions with the IMB with the objective of ensuring the maximum level of co-operation between the two organisations with the joint aim of increasing patient safety. The Memo underpins the working relationship between both bodies. The Registrar indicated that the document is in draft form at present and will be presented for final approval at 16<sup>th</sup> December meeting. He requested that comments on the document be submitted to his office prior to that date.

**Action<sup>4</sup>: Office of the Registrar**

### **3.3 Charter of Audit Committee (Appendix D: Sent: 21<sup>st</sup> November 2008).**

The Registrar reported that Dr J Hillery was not available to address Council but hopes to do so at 16<sup>th</sup> December meeting.

The Charter of the Audit Committee was approved and seconded.

1. Ms. D. Larkin
2. Mr. D. O'Loughlin

Agreed unanimously.

### **3.4 Appointment of Returning Officers & Election Scrutineers (Appendix F: Sent 21<sup>st</sup> November 2008)**

The Council noted Appendix F. The Registrar outlined the process and time-frame for PSI Council Elections, to be held in early 2009.

The Appointment of Returning Officers & Election Scrutineers was approved and seconded:

1. Mr. C. Fagan
2. Ms N. Harvey

Agreed unanimously.

### **3.5 PSI Committee Co-options (Appendix G: Sent: 21<sup>st</sup> November 2008)**

#### **3.5.1 New members of Professional Development and Learning Committee. (Appendix G(i). Sent: 21<sup>st</sup> November 2008)**

The new PSI Committee Co-options to the PD&L Committee were approved and seconded:

1. Dr. P. Gallagher
2. Ms. M. Ni Longain

Agreed unanimously.

#### **3.5.2 Update on Committee Members and Co-options: Appendix G(ii)**

The Registrar presented the current list of Committee Members and Co-options.

1. Dr. P. Gallagher
2. Ms M. Ni Longain

Agreed unanimously.

### **3.6 Corporate Governance Framework (Appendix H: Sent: 21<sup>st</sup> November 2008)**

The Registrar outlined to Council that the Corporate Governance Framework is a work-in-progress and that this is the first draft for Council's consideration. Dr J. Hillery, Chair of the Audit Committee, has suggested some amendments and will be meeting the Registrar to discuss this issue further. The Registrar stressed that this document is key to guiding the future of the PSI and that the document will be ultimately presented to the Secretary General of the Department of Health and Children for consideration. Council's comments on this draft document should be forwarded to the Registrar.

### **3.7 Financial Update to end October (Appendix I: Sent 21<sup>st</sup> November 2008).**

Mr. C. Fagan, Chair of the Administration, Finance & Corporate Governance Committee gave a financial update to end October 2008. He reported to Council that the revenue plan was based on the assumption that a full year of pharmacy fees would be received. However, because of the commencement date of

Phase 2 of the Pharmacy Act, there will now be no income from pharmacy fees in the current year. A revised budget was presented in October, with an estimated over-run of €550,000 based on projected income over a three month period of €1m. The delay in the introduction of RPB fees has resulted in the fact that currently the estimated overrun for 2008 is projected at €1.5m.

The President, Council and Registrar expressed their concern at the level of over-expenditure in 2008 which they accepted was directly related to the delay in approving the Rules and new fee system. Council were assured that the over-expenditure was being dealt with by way of overdraft, the final level of which would be determined by the income stream due by 1st January 09 consequent on the Minister's approval of fees on 28<sup>th</sup> November. Any overrun, which was projected at €1.5m, would be dealt with by way of reserves or as a first call on the income in 2009. Registrar confirmed that both he and the President had raised this matter with the Department of Health and Children at the highest levels.

The issue of CGT payable on the sale of PSI property was raised and Council issued a directive to the Registrar to write to the Secretary General of the Department to express Council's concern at this issue. The Registrar confirmed that he had already written to the Secretary General, but that he would do so again at Council's request.

The Directive to the Registrar was proposed and seconded:

1. Mr. B. Hayes
2. Mr. D. O'Loughlin

### **3.8 Process mapping update (Appendix J. Sent: 26<sup>th</sup> November 2008)**

The Registrar briefed Council on the Process Mapping project and indicated that it was expected to be complete by mid-December. A suite of documents will be circulated in early 2009 for information and noting.

### **3.9 Update on Pharmacy Act 2007 and PSI Statutory Rules (Verbal report by Ms. M. Kinsella)**

Ms. M. Kinsella confirmed that on Friday November 28<sup>th</sup> 2008, the Minister for Health & Children signed the commencement order for the second phase of the Pharmacy Act 2007. As a result of this, all of the provisions of the Pharmacy Act (with the exception of certain sections in Part 6) had been commenced and the old pharmacy legislation had been revoked. The date of coming into force of phase 2 of the Act and of the PSI Statutory Rules was Saturday 29<sup>th</sup> November. The Statutory Instrument implementing the Professional Qualifications Directive was also commenced on this date.

## **4. Committee Reports**

It was agreed that Committee Reports would in future be submitted to members in Council documentation in advance of Council meeting, and would appear on the Agenda for information.

### **4.1 Inspection & Enforcement Committee (Verbal Report by Mr. D. O'Loughlin)**

In the absence of the Chair of the Inspection & Enforcement Committee, Mr D. O'Loughlin reported that the Committee had met on one occasion (4<sup>th</sup> November) since the last Council meeting. The following matters were considered and addressed:

#### **Process Mapping Project**

A report on the progress and content of the process mapping initiative within the area of I&E was delivered to the Committee. The Committee noted said report. They were also advised that the process maps together with associated procedures documentation were scheduled for sign off in mid November.

#### **Co-option for I&E Committee**

It was agreed that the skills, experience and competencies of (a) a hospital pharmacist and (b) an individual from an enforcement agency are necessary, relevant and most desirable to the business and

functions of the I&E Committee. It was determined that the process of short listing potential candidates would be progressed by the executive.

#### **Forum of Health and Social Care Regulators**

Delegates from the Inspection and Enforcement Unit met on 24<sup>th</sup> October and 25<sup>th</sup> November respectively as part of a sub-group of the *Forum of Health and Social Care Regulators* which was established to consider the principles of inspection, enforcement & investigation. A further meeting is scheduled to take place in January 2009.

#### **4.2 Administration, Finance & Corporate Governance Committee (Verbal Report by Chair)**

Mr C. Fagan reported to Council that the issue of sharing services meant that a number of issues had yet to be decided. He reported that the Committee would next meet on 9<sup>th</sup> December, at which the Service Plan will be discussed, followed by discussion at the next meeting of Council on 16<sup>th</sup> December.

#### **4.3 Professional Development & Learning Committee (Verbal Report by Chair)**

The Professional Development & Learning Committee met once, on 4 November 2008, since the last report to Council.

It was noted that the main issues under consideration by the Committee are as follows:

##### **Pharmacy Education & Accreditation Reviews (PEARs) Project:**

The survey questionnaire relating to the pre-registration training year work package has been administered to pre-registration students spanning the last five years and a questionnaire is currently in preparation for all tutor pharmacists.

The researchers are due to interview key staff in the schools of pharmacy over the coming weeks in connection with the work package dealing with the undergraduate component of the five-year programme.

The project remains on target as per the agreed timelines and deliverables.

##### **Review of CPD Models:**

The call for tenders for the review of CPD models was published on 11.11.2008 on etenders.gov.ie. The closing date for receipt of submissions is 17.12.2008. The aim is to review all tenders received in January 2009 and to have issued a decision and agreed contract terms and conditions by 16 February 2009 at the latest.

##### **November 2008 sitting of the Licence Examination – Final Examination:**

There were 144 candidates at the November 2008 sitting of the Licence Examination and all candidates were successful. The Licence Examination paper is to undergo a review in advance of the November 2009 sitting of the Professional Registration Examination.

##### **Status of the 2008/09 Pre-Registration Training Year:**

There are currently 167 pre-registration pharmacy trainees undertaking practical training under the auspices of the PSI for the 2008/09 training year. Three of these students have yet to confirm the location of their second six-month placement in 2009 (they are currently undertaking placements in industry).

##### **Update on Placements for the 2009/10 Pre-Registration Training Year:**

The PSI has been informed that there are at least 214 placements that could be available to accommodate the 2009/2010 group of pre-registration pharmacists, of which there are 159 currently registered as fourth year students.

#### **4.4 Registration & Qualification Recognition Committee (Verbal Report by Chair)**

The Registration & Qualification Recognition Committee met once since the last report to Council, on 18 November 2008, at which were present the co-opted members in a formal capacity as new members of the Committee.

It was noted that the areas of policy development under consideration by the Committee are as follows:

- Scope of definition of a ‘retail pharmacy business’ – the Committee is considering this matter and will call a meeting of the working group composed of representatives of the RQR, Standards & Practice and Inspection & Enforcement Committees in early 2009. It is hoped to bring a joint policy proposal on this matter to Council at its first meeting in 2009.
- A policy on restoration of registrants is being developed by the Committee for consideration by Council in early 2009.
- Work is ongoing with regard to reviewing the policies and procedures that have operationalised the transposition into Irish law of Council Directive 2005/36/EC on the Recognition of Professional Qualifications, including the Declaration for Visiting Pharmacists which will be tabled for approval by Council at its next meeting.
- Policy work is ongoing in conjunction with other committees regarding the development of a policy on ‘fit to be registered’ as provided for under s.14(1)(d) and s.14(2) of the Pharmacy Act 2007.

The President was presented with three Motions by Prof. P. Weedle, namely

1. Certificates of Identity and Good Standing

Motion No. 10: Proposed and seconded by:

1. Mr. D. O’Loughlin      2. Prof. J. Feely

2. Changes of Name and/or Title

Motion No. 11: Proposed and seconded by:

1. Mr. C. Fagan      2. Dr W. Boles

3. Substitute Registration Certificate Recipients.

Motion No. 12: Proposed and seconded by:

1. Mr. D. O’Loughlin      2. Ms M. Ni Longain

#### **4.5 Standards & Practice Committee (Verbal Report by Chair)**

A meeting of the Standards and Practice Committee took place on 26<sup>th</sup> November 2008 at the offices of the PSI. A number of co-opted individuals participated in the meeting, and the Chairperson of the committee commended the expertise they added to the committee proceedings.

The Committee noted and considered the following items;

- RCSI Code of Conduct for Pharmacy Students – this document was considered and a number of observations will be referred to the Secretary of the PD&L Committee.
- Point Of Care Testing in the Primary Care Setting - The Committee was briefed on the activity of a Working Group established by the IMB which was in the process of developing guidance for the safe and appropriate delivery of POCT in the Primary setting. The Committee was provided with Draft 3 of the Guidelines under and provided observations to be relayed on behalf of the PSI.

- Promulgation of the Code of Conduct - The Committee discussed the mechanisms by which it may be possible to promulgate the Code to the profession. Consideration was given to a number of options and the Committee proposed a number of mechanisms, subject to availability of resources, which may be utilized.
- The Committee considered a draft guidance paper currently being disseminated in respect of the roles of “Supervising” and “Superintendent” Pharmacists as provided for in the Pharmacy Act 2007 and provided comment thereon.
- The Committee considered and discussed the direction and service it would wish the Standards and Practice Unit to deliver into 2009, to inform the development of the Service Plan 2009. Consideration was given to a draft guideline in respect of supply of pharmacist recommended codeine containing products.

#### **4.6 Council Members’ Time**

Concern was raised by Mr. R. Durkin on the issue of ‘Health Shops’. The Registrar indicated that we have raised this and other matters, such as codeine sales, with the IMB and are in discussions with them on these matters.

Dr. W. Boles raised the issue of the number of students entering the profession the number of places available in pharmacy practices and their employment prospects. Dr. Boles also sought a report regarding first registration. The Registrar indicated that the new registration system will allow the PSI to produce reports of this nature. With regard to pre-registration training placements it was outlined by Dr. P. Gallagher, Chair of the PD&L Committee that there are sufficient numbers of pre-registration training placements in the 2009/2010 Tutor List to meet the needs of the current cohort of final year pharmacy students.

### **5. President’s & Registrar’s Business**

#### **5.1 Update on FIP (Verbal Report by Ms. K. O’Flaherty)**

FIP President Dr Kamal Midha and Secretary General Ton Hoek came on a two-day visit to Dublin from 28<sup>th</sup> to 31<sup>st</sup> October as part of the final decision-making process about the hosting of the FIP World Congress in 2012 and the associated proposed Minister Medicines Summit.

During their visit, the PSI facilitated meetings with An Taoiseach Brian Cowan, Minister for Health and Children Mary Harney, and Minister for Arts, Sports and Tourism Martin Cullen.

The meeting with Minister Harney and secretary general Michael Scanlan took place over a dinner on Tuesday 28<sup>th</sup>, attended by representatives of the pharmacy and medicines sector – community, hospital, academia, the IMB. This was a very constructive meeting and Minister Harney was supportive of the FIP project.

On the morning of Wednesday 29<sup>th</sup>, a guided tour of the new Convention Centre Dublin was given by Catherine Newhall-Caiger, head of international sales at CCD which gave them an opportunity to view the facilities.

A short photo-call and meeting with An Taoiseach Brian Cowen at 1.00pm where he assured them of his personal support for a FIP Congress in Dublin. Later in the afternoon, we held a very constructive meeting with Minister Cullen and Asst Secretary for Tourism Paul Bates, who gave assurances of the governmental support that would be available.

Meetings were also held with one of the country’s foremost exhibition organisers Sean LeMass, as the pharmaceutical exhibition is a key part of a successful FIP Congress, and with Jackie Gallagher of Q4PR regarding the public affairs and PR elements of the Ministers Summit. Dr Midha and Mr Hoek were very impressed with their visit here and found it helpful.

In relation to the Ministers' Summit there has been some further discussion on the idea of a 'champion' - one possibility previously mentioned was Hillary Clinton but that is now not an option. We will progress discussions on this matter.

We understand a final decision may be made at the FIP Executive Committee meeting in January 2009. Dublin was recently awarded European City of Science for 2012 which may be a factor in this.

## **5.2 PSI staff appointments**

The Registrar announced that he proposed to make the following permanent appointments of members of staff:

Ms. Kate O'Flaherty: Head of Communications  
Mr John Bryan: Head of Inspection and Enforcement Unit  
Ms Marita Kinsella: Deputy Registrar and Head of Legal Affairs.  
Ms Damhnait Gaughan: Head of Standards and Practice  
Ms Lorraine Horgan: Head of Education  
Ms Sinead O'Keeffe: Deputy Head of Finance and Administration

Additional appointments of other staff would be made in the coming weeks.

The Registrar confirmed that he had received formal approval from the Department of Health and Children, in accordance with section 14(1), Schedule 1 of the Pharmacy Act 2007.

Ms Elizabeth Kielty and Mr Rory Kennedy were appointed as Authorised Officers under the Irish Medicines Board Act 1995.

1. Ms M. Ni Longain
2. Prof. J. Nunn

## **5.3 Update on the database**

The Registrar reported that progress is ongoing on the PSI Database.

## **5.4 Progress report on Pharmacy Ireland 2020 (verbal report by Dr. C. Stokes)**

Dr. C. Stokes reported that since the last Council meeting, a meeting with the ESRI to discuss economic modelling had taken place. During the course of this meeting, prioritisation of the areas outlined in the Interim Report were discussed and how best to proceed with economic modelling. Academics from UCC who were involved in the preparation of the Interim Report agreed to meet with Prof. Richard Layte from the ESRI to progress the economic modelling further. A second interim report will be published in the New Year which will incorporate an outline of the steps involved in the economic modelling, along with comments received from focus groups held over the past months.

## **5.5 National Pharmacy Summit 2008 (verbal report by Ms. K. O'Flaherty)**

The Summit was a very successful event, attended by pharmacists from all branches of the profession, including many pharmacy students, as well as representatives from the medical and nursing professions, pharmaceutical industry, patient support and representative organisations, statutory agencies, medication safety professionals, and pharmaceutical and general media.

In addition Minister for Health and Children Mary Harney and officials from her Department were present, and Raymond Anderson, President of the Pharmaceutical Society of Northern Ireland. attended by a number of stakeholder groups, including patient and other healthcare professions.

The PSI and the Road Safety Authority (RSA) launched a public awareness campaign on medicines and driving with the leaflet 'Medicines and Driving', with RSA CEO Noel Brett, which attracted considerable

media and public interest. The Minister for Health and Children Mary Harney complimented the two organisations on their co-operation on the initiative and said she hope the public would take the messages in the leaflet on board.

The new Coat of Arms of the PSI established under the Pharmacy Act 2007 was unveiled to the Minister Harney in a ceremony to close the Summit.

The Summit heard from European expert on drugs and driving, Dr Han de Gier who spoke about the need for greater public awareness of this issue and outlined a major EU project, the DRUID (Driving under the Influence of Drugs, Alcohol and Medicines) project.

The Summit also heard from Dr Catherine Duggan, University of London, on medication errors and how pharmacists can improve risk management in this area, including better communication between healthcare professionals about patients' medications. Another key patient safety issue was addressed by Dr Almath Spooner of the Irish Medicines Board, who spoke about pharmacovigilance and the role of the pharmacist in this critical patient safety activity. Prof Joy Wingfield, Professor of Pharmacy Law and Ethics at Nottingham University, spoke about the ethical principles that govern the profession and the principles underpinning the new Code of Conduct for Pharmacists drawn up under the Pharmacy Act 2007.

## **5.6 Dates of Council meetings 2009**

The Registrar announced the dates of the 2009 Council Meetings and that there would be a meeting of Council on 16<sup>th</sup> December next.

<b>Dates:</b>	<b>Venue</b>
Tuesday 3 <sup>rd</sup> March	Waterford
Tuesday 26 <sup>th</sup> May	Dublin
Tuesday 29 <sup>th</sup> September	Limerick
Tuesday 1 <sup>st</sup> December	Dublin

### **Chairperson's Committee meetings**

Wednesday 18<sup>th</sup> February  
Wednesday 13<sup>th</sup> May  
Wednesday 16<sup>th</sup> September  
Wednesday 18<sup>th</sup> November

The meeting adjourned at 12.45pm.

**Dr Ambrose McLoughlin**  
**REGISTRAR**