



Agenda for Public Council Meeting No.115

08:30am Thursday, June 24, 2021

Location: Remote Access Online due to COVID-19 Public Health Emergency.

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

<u>Indicative Times</u>	<u>Item and Presenter</u>		
08:30am	A	Preliminary Matter: Election of President & Vice President of the PSI Council.	Presiding Officer
08:50am	B	Apologies	President
08:51am	C	<p>Declaration of Interests (please refer to Appendix A)</p> <p>Paragraph 9 of Schedule 1 to the Pharmacy Act 2007, deals with the necessary disclosure of certain interests by members of the Council and by members of its various committees. Those requirements are also reflected in the Code of Conduct adopted for Council members which also requires that they “be honest and open with regard to conflicts of interest (either real or perceived). Members must not use their position for personal gain in either business, political or social relationships. Therefore, a member who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.”</p> <p>A copy of paragraph 9 of Schedule 1 to the Act, relating to the disclosure of certain interests is therefore included as Appendix A and all members of the Committee are strongly advised to familiarise themselves with its contents.</p>	President
08:52am	D	Request for approval by Council of Draft Minutes of Public Council Meeting No. 114	President
08:53am	E	Agreement on the Meeting Agenda	President

F. Updates and Items from the Registrar			
08:55am	F.1	Registrar's Report	Registrar
	F.2	Update on Q2 Implementation of Service Plan 2021	Registrar
	F.3	Request for Approval of the Communications Strategy 2021-2023	C. Stokes
	F.4	Request for Approval of the HR Strategy 2021-2023	L. Horgan
	F.5	Request for Approval of Motion to Open a New Bank Account and Designation of Signatories	L. Horgan
	F.6	Quarterly Update on IOP Operations and Developments	D. Gaughan

G. Regulatory and Professional Policy Committee			
09:45am	G.1	Report to Council from the Regulatory and Professional Policy Committee	M. Ní Shuilleabháin
	G.2	Request for Approval of IOP ePortfolio Review Policy	M. Ní Shuilleabháin
	G.3	Request for Approval of Vaccination and Emergency Medicine Training Requirements	M. Ní Shuilleabháin
	G.4	Request for Approval of Overview Report on the COVID-19 Operational Standards for Pharmacies	M. Ní Shuilleabháin

10:25am		Comfort Break	

H. Performance & Resources Committee			
10:35am	H.1	Report to Council from the Performance & Resources Committee	G. Knowles
	H.2	Request for Approval from Council of Management Accounts to March 31, 2021, and Year-End Forecast	G. Knowles
	H.3	Treasury Management H.3(a) Request for Approval of the Revised Treasury Management Policy	G. Knowles

		H.3(b) Request for Approval of Motion to Open a New Account with the National Treasury Management Agency and Designation of Signatories	
	H.4	Request for Approval from Council for PSI Information Security Manual for Council, Advisory Committee and Disciplinary Committee Members	G. Knowles
	H.5	Request for Approval from Council of Appointments to PSI Disciplinary Committees H.5(a) Expression of Interest for Pharmacy Owners 2021 - Update and Appointments H.5(b) Appointments of Pharmacy Owners from the Reserve Panel to the Disciplinary Committee H.5(c) Appointments of Lay Members from the Reserve Panel to the Disciplinary Committee H.5(d) Reappointments to the Disciplinary Committees	G. Knowles

I. Business Transformation Programme Board

11:05am	I.1	Business Transformation Board Report to Council	F. Foy
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J. Special Purposes Committee

11:15am	J.1	Report to Council from the Special Purposes Committee	President
	J.2	Request for Approval of the Appointment of an Interim Chair of the Audit and Risk Committee	President
	J.3	Request for Approval of the Reappointment of Council and non-Council members to Advisory Committees of Council	President
	J.4	Request for Approval for the Appointment of a Council Member to Advisory Committees of Council	President
	J.5	Request for Approval that Advisory Committee Appointments, required before the next public meeting of Council, be approved by Council members, by email	President

K. Audit & Risk Committee			
11:30am	K.1	Report to Council from the Audit & Risk Committee	Interim Chair of the Audit & Risk Committee
	K.2	Recommendation for Approval of the Publication of Minutes of Meetings of the Audit and Risk Committee	Interim Chair of the Audit & Risk Committee
L. Any Other Business			
11:40am		As tabled under item E	President

Mr. Niall Byrne
Registrar/Chief Officer

We anticipate the Council meeting will finish at approximately 11:45am.

The next public meeting of Council is scheduled to take place on Thursday, October 7th 2021

APPENDIX A

Pharmacy Act 2007 Schedule 1, Section 9: Disclosure of certain interests

9. (1) In this paragraph— “connected relative”, in relation to a person, means a spouse, a man and woman who are not married to each other but are cohabiting as husband and wife, parent, brother, sister, child or spouse of a child of the person;

“meeting” means a meeting of the Council or of a committee of the Council;

“member” includes a member of a committee of the Council;

“specified matter” means—

- (a) an arrangement to which the Council is a party or a proposed such arrangement, or
- (b) a contract or other agreement with the Council or a proposed such contract or agreement.

(2) A member present at a meeting where a specified matter arises who, otherwise than in his or her capacity as a member, has an interest in that matter—

- (a) shall at the meeting, disclose that fact and the extent of the interest,
- (b) may not influence or seek to influence a decision to be made in relation to the matter,
- (c) shall absent himself or herself from the meeting or that part of the meeting during which the matter is being discussed,
- (d) may not vote on a decision relating to the matter, and
- (e) may not take part in any further deliberation of the Council or any of its committees relating to the matter.

(3) For the purposes of this paragraph, but without prejudice to the generality of *subparagraph (2)*, a member shall be regarded as having an interest in a matter if a connected relative of that member or a nominee of either of them has such an interest.

(4) The disclosure shall be recorded in the minutes of the meeting and, for as long as the specified matter is being dealt with by the meeting, the member making the disclosure may not be counted for the purposes of determining the presence of a quorum for the meeting.

(5) The question of whether a member’s course of conduct, is or would be a contravention of *subparagraph (2)* shall be determined by the chair, whose decision shall be final, and the particulars of the determination shall be recorded in the minutes of the meeting.

(6) Where the member referred to in *subparagraph (4)* is the chair, the meeting shall choose another member to chair it for the purposes of the determination.

(7) If satisfied that a member has contravened *subparagraph (2)*, the Minister may remove the member from office and that person is then disqualified from office.