

**Agenda for Public Council Meeting No. 96**  
**08:30am Wednesday, 17<sup>th</sup> April 2019**  
**Location: PSI House, Fenian Street, Dublin 2**

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

<u>Indicative Times</u>			
08:30am	A	Apologies	President
08:31am	B	<p><b>Declaration of Interests (please refer to Appendix A)</b></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>	
08:32am	C	Draft Minutes of Public Council Meeting No. 95.	President
<b>D. Updates and items from the Registrar</b>			
08:35am	D.1	Registrar’s Report	Registrar
09:00am	D.2	Q1 Service Plan Update	Registrar
09:10am	D.3	Approval of the Appointment of Presiding Officer and Alternate Presiding Office for election of President and Vice President	Registrar
09:20am	D.4	Approval of revised Corporate Governance Framework	L. Canavan
		Approval of revised format of Council public meeting minutes and agenda	L. Canavan

		Update on prior publication of Council meeting papers	L. Canavan
09:30am	D.5	Update on PSI Brexit Preparedness	Registrar
09:40am	D.6	Quarterly update on the Irish Institute of Pharmacy (IIOP) operations and developments	C. O'Connell
09:50am	D.7	Approval of the PRE Syllabus for October 2019 and May 2020	C. O'Connell
10:10am	D.8	Approval of Changes to Programme Specifications arising from Amendment SI530/2018	C. O'Connell
10:30am	D.9	Approval of External Examiner and Appeals Examiner in respect of PRE	C. O'Connell
<b>E. Reports and Updates from the Performance and Resources Committee</b>			
10:50am	E.1	Performance and Resources Committee Report to Council.	G. Knowles
	E.2	Approval of Management Accounts to 28 February 2019	G. Knowles
	E.3	Approval of Corporate Procurement Plan 2019-2020	G. Knowles
	E.4	Approval of revised term of office for members of Disciplinary Committees	G. Knowles
<b>F. Reports and Updates from the Regulatory and Professional Policy Committee</b>			
11:15am	F.1	Regulatory and Professional Policy Committee Report to Council	J. Kissane
<b>G. Report from the Business Transformation Programme Board</b>			
11:25am	G.1	Report to Council from the Business Transformation Programme Board.	F. Foy
	G.2	Approval of PSI Digital Policy Statement – Digital First 2018–2021	
<b>H. Update from IIOP Strategic Review Working Group</b>			
11:40am	H.1	Report to Council on behalf of the IIOP Strategic Review Working Group	M.R. Burke
<b>I. Items from the President</b>			
11:50am	I.1	Approval of appointment of external member to Audit & Risk Committee	President

	I.2	For noting: Approval by e-mail by Council (5 April 2019) of an appointment to the PSI Preliminary Proceedings Committee.	President
<b>Council Business*</b>			
12:00pm	J.1	Council members' time	

-----Close of Public Council Meeting-----

Closed Session\*\*

**\*NB:** Please advise **Éanna Ó Lochlainn** in advance of your intentions to speak during this agenda item.

**\*\*NB:** As per the Closed Sessions policy, please advise the **President** in advance of any matter which you propose to raise under this agenda item.

Mr. Niall Byrne

*Registrar/Chief Officer*

***The meeting should end at approximately 12:00 noon.***

***The next Council Meeting: 20<sup>th</sup> June 2019***

## 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.