

**Agenda for Public Council Meeting No. 102**  
**08:30am Thursday, 13<sup>th</sup> February 2020**  
**Location: PSI House, Fenian Street, Dublin 2**

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

<b>Indicative Times</b>	<b>Item and Presenter</b>		
<b>08:30am</b>	<b>A</b>	<b>Apologies</b>	<b>President</b>
<b>08:31am</b>	<b>B</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>	<b>President</b>
<b>08:32am</b>	<b>C</b>	<b>Request for Approval by Council of Draft Minutes of Public Council Meetings No. 101.</b>	<b>President</b>
<b>08:33am</b>	<b>D</b>	<b>Agreement on the Meeting Agenda.</b>	<b>President</b>

E. Updates and Items from the Registrar			
08:35am	E.1	<b>Registrar's Report.</b>	Registrar
	E.2	<b>Service Plan Update.</b>	Registrar
	E.3	<b>Request for approval by Council of:</b> (a) revocation of current delegations of Council, (b) new delegations of Council.	Registrar
	E.4.	<b>Overview of development of the PSI's next Corporate Strategy.</b>	Registrar
	E.5	<b>Update on the publication of Council meeting papers in advance of Council meetings and clarification of public attendance at Advisory Committee meetings.</b>	Registrar
	E.6	<b>PSI Mediation Process for Competence Not Demonstrated in Practice Review.</b>	D. Gaughan
F. Report and Updates from the Performance and Resources Committee			
09:45am	F.1	<b>Report to Council from the Performance and Resources Committee.</b>	G. Knowles
	F.2	<b>Request for Approval by Council of the Performance and Resources Committee's 2020 Work Plan.</b>	G. Knowles
	F.3	(a) <b>Request for Approval by Council of revised PSI Procurement Policy, following annual review.</b>  (b) <b>Request for Approval by Council of the revised Corporate Procurement Plan 2019-2020 following annual review</b>	G. Knowles
	F.4	<b>Strategic Workforce Plan: Request for Approval by Council of Proposal to amend previous Council decision regarding terms of appointment of Investigations Officer post.</b>	G. Knowles
	F.5	<b>Request for Approval by Council of Appointments to the PSI Disciplinary Committees.</b>	G. Knowles

G. Report and Updates from the Regulatory and Professional Policy Committee			
10:45am	G.1	Regulatory and Professional Policy Committee Report to Council.	M. Ní Shúilleabháin
	G.2	Request for Approval by Council of Regulatory and Professional Policy Committee's 2020 Work Plan.	M. Ní Shúilleabháin
	G.3	Request for approval by Council of Guidelines on the Organisation and Recognition of Professional Traineeship undertaken outside the State.	D. Gaughan

H. Report from the Business Transformation Programme Board			
11:20am	H.1	Report to Council from the Business Transformation Programme Board.	F. Foy
I. Items from the President			
11:30am	I.1	Request for approval by Council of membership of Council Strategy Subgroup.	President
J. Any Other Business			
11:40am		As agreed under Item D	President
11.45am		Closed Session of Council*	President

**Closed Session\***

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 next Council Meeting will take place on the 26<sup>th</sup> March 2020***

## **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.