

**Agenda for Public Council Meeting No.109**

**08:30am Thursday, 10<sup>th</sup> December 2020**

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

**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 Meeting No. 108.</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	Report from the Registrar including update on the PSI's response to the COVID-19 Public Health Emergency.	Registrar
08:50am	E.2	Update on Corporate Strategy 2018-2020 & Q4 2020 Service Plan implementation.	Registrar
09:00am	E.3	Request for approval by Council of PSI Corporate Strategy 2021-2023.	Registrar
09:15am	E.4	Request for approval by Council of PSI Service Plan and Budget for 2021 (incorporating the recommendation of the Performance and Resources Committee on the PSI Budget 2021)	Registrar
09:30am	E.5	Brexit Update.	D. Gaughan
09:40am	E.6	Quarterly update on the Irish Institute of Pharmacy (IIOP) operations and developments.	D. Gaughan

F. Report from the Performance and Resources Committee			
09:45am	F.1	Report to Council from the Performance and Resources Committee.	G. Knowles
09:50am	F.2	Request for approval by Council of Management Accounts to 30 September & year-end forecast.	G. Knowles
10:00am	F.3	Request for approval by Council of recommendation for reappointments to PSI Disciplinary Committees	G. Knowles
10:10am	F.4	Request for approval by Council for opening a deposit account with the National Treasury Management Agency (NTMA) and the approval of authorised signatories.	G. Knowles
10:20am	F.5	Request for approval by Council of revised PSI Depreciation Policy for technology platforms.	G. Knowles
10:30am	F.6	Request for approval of the assumptions underpinning the PSI Strategic Financing Review	G. Knowles

G. Preliminary Proceedings Committee Annual Report 2019			
10:45am	G.1	Preliminary Proceedings Committee Annual Report 2019	S. McCarthy

10:55am		Comfort Break	
---------	--	---------------	--

H. Report from the Regulatory and Professional Policy Committee			
11:15am	H.1	Regulatory and Professional Policy Committee Report to Council.	M. Ní Shúilleabháin
11:20am	H.2	Request for approval by Council of IIOP Workplan 2021.	M. Ní Shúilleabháin
11:30am	H.3	Request for approval by Council of public consultation on draft amendment to PSI (Education and Training) Rules.	M. Ní Shúilleabháin

I. Report from the Business Transformation Programme Board			
11:40	I.1	Business Transformation Programme Board Report to Council.	F. Foy

J. Report from the Audit & Risk Committee			
11:50pm	J.1	Audit & Risk Committee Report to Council.	P. Turpin

K. Items from the President			
12:00pm	K.1	Special Purposes Committee Report to Council.	President
12:05pm	K.2	(a) Request for approval by Council of recommendations for appointment and reappointment of Council members to PSI Advisory Committees.  (b) Request for approval by Council of recommendations for appointment of Chair of the Audit and Risk Committee	President
12:15pm	K.3	Request for approval by Council of recommendation for appointment of external, non-Council member, to the Audit & Risk Committee.	President
12:20pm	K.4	Request for Approval by Council of Revised Terms of Reference for:  (a). Regulatory and Professional Policy Committee (b). Performance and Resources Committee (c). Audit and Risk Committee	President

12:30am	K.5	Request for approval of appointment of Returning Officer, Deputy Returning Officer, and Scrutineers for election of members to PSI Council in 2021	President
---------	-----	--	-----------

L. Any Other Business			
12:40pm	L.1	As tabled in item D.	President

**Mr. Niall Byrne**  
**Registrar/Chief Officer**

*We anticipate the Council meeting will finish at approximately 1pm*

*The next public Council meeting is scheduled to take place on 4 March 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.