

Agenda for Public Council Meeting No.135
14:00 Thursday, June 22nd 2023
Location: PSI House.

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

Indicative Times	Item and Presenter		
14:00	A	Apologies	President
14:02	B	<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
14:03	C	Request for approval of the Draft Minutes of Public Council meetings No. 133.	President
14:04	D	Agreement on the Meeting Agenda.	President

E. Updates and Items from the Registrar			
14:05	E.1	Registrar's Report.	Registrar
14:20	E.2	Update on Q2 implementation of the Service Plan 2023.	Registrar

F. Annual Report of the Preliminary Proceedings Committee			
14:30	F.1	Annual Report 2021 and 2022 of the Preliminary Proceedings Committee.	S. McCarthy

G. Business Transformation Project Programme Board			
14:50	G.1	Report to Council from the Business Transformation Project Programme Board.	G. Power

H. Report to Council from the Performance and Resources Committee			
15:00	H.1	Report to Council from the Performance and Resources Committee.	A. McGarry
15:05	H.2	Request for Approval from Council of Management Accounts to 31 March 2023.	A. McGarry
15:20	H.3	Request for Approval from Council of Revised Treasury Management Policy.	A. McGarry

I. Report to Council from the Regulatory and Professional Policy Committee			
15:30	I.1	Report to Council from the Regulatory and Professional Policy Committee.	K. Morrow
15:35	I.2	Request for Approval from Council of Workforce Intelligence Report and Survey Analysis Report (part of the Emerging Risks to Future Pharmacy Workforce project).	K. Morrow
16:20	I.3	Request for Approval from Council of IIOP ePortfolio Review Policy.	K. Morrow

16.25	I.4	Request for Approval from Council of Report on Development of CPD Model for Pharmaceutical Assistants.	K. Morrow
16.50	I.5	Request for Approval from Council of the Specialist Surveyor Report into the compliance of community pharmacies with the published PSI guidance on the safe supply of non-prescription medicinal products containing codeine.	K. Morrow

J. Special Purposes Committee			
17:05	J.1	Report to Council from the Special Purposes Committee.	R. O'Donnell
17:10	J.2	Request for Approval by Council of Appointments to Advisory Committees and Business Transformation Programme Board.	R. O'Donnell
17.15	J.3	Request for Approval by Council of Appointments to PSI Disciplinary Committees.	R. O'Donnell
17.20	J.4	Request for Approval by Council of Revised Standing Orders of Council.	R. O'Donnell

K. Audit & Risk Committee			
17.30	K.1	Report to Council from the Audit & Risk Committee.	G. Campbell

L. Any Other Business			
17.45	L.1	As tabled under item D.	President

Ms. Joanne Kissane, Registrar and Chief Officer

We anticipate the Council meeting will finish at approximately 18.00.

Council is next scheduled to convene in public on Thursday, 5th of October 2023.

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.