

PSI Council Public Meeting Minutes

Minutes of meeting number 131 of the Council of the Pharmaceutical Society of Ireland (PSI), as established under the Pharmacy Act 2007, the public session of which commenced online and in person at PSI House at 08:30 am on Thursday, 2nd March 2023.

Agenda Item A - Attendees & Apologies

Name	Role	Present (Yes/No)
Ms. Muireann Ní Shúilleabháin	President	Yes
Mr. Rory O'Donnell	Vice President	Yes
Mr. John Given	Council Member	Yes (online)
Mr. Graham Knowles	Council Member	No
Ms. Katherine Morrow	Council Member	Yes
Mr. Paul Turpin	Council Member	Yes
Ms. Ann Sheehan	Council Member	Yes
Prof. Brian Kirby	Council Member	Yes
Mr. Mark Jordan	Council Member	Yes (online)
Ms. Dorothy Donovan	Council Member	Yes (online)
Ms. Grainne Power	Council Member	Yes
Ms. Geraldine Crowley	Council Member	No
Ms. Geraldine Campbell	Council Member	Yes
Mr. Sean Reilly	Council Member	Yes (online)
Ms. Marie Louisa Power	Council Member	Yes
Mr. Roy Hogan	Council Member	Yes
Mr. Fintan Foy	Council Member	Yes
Mr. Peter Dennehy	Council Member	Yes
Dr. Paula Barry Walsh	Council Member	Yes
Dr. Ann McGarry	Council Member	Yes
Ms. Avril Ryan	Council Member	Yes
Members of PSI staff in attendance for all or part of the meeting included:		
Ms. Joanne Kissane	Registrar	
Mr. Éanna Ó Lochlainn	Governance and Planning Officer	
Dr. Cheryl Stokes	Head of Governance and Programme Delivery	
Ms. Aoife Mellett	Head of Practitioner Assurance	
Mr. John Bryan	Head of Community Pharmacy Assurance	

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

Agenda Item B – Declaration of Interest by Members of Council

Issue

Declaration of interests by members of Council.

Information

The President drew Council members' attention to their obligations under paragraph 9 of Schedule 1 to the Pharmacy Act 2007, which deals with the necessary disclosure of certain interests by members of the Council.

Decision Approved and/or Action Requested by Council

No conflicts of interest were declared.

Agenda Item C – Draft Minutes of Public Council Meeting No. 129 and No.130

Issue

Request for Council approval of the draft Minutes of the public Council meetings Nos. 129 and 130.

Information

One amendment was requested for the meeting minutes of February 2nd 2023.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the draft minutes of public Council meeting number 129, convened on December 15th 2022, and the minutes of public meeting number 130, convened on 2nd of February 2023, as amended, on the proposal of Ms. Marie Louisa Power and seconded by Ms. Dorothy Donovan.

Agenda Item D – Agreement on the Meeting Agenda

Issue

The President invited members of Council to give notice of any items they wished to submit under item J, Any Other Business.

Information

No items were tabled for discussion.

Agenda Item E.1 Presentation of the Registrar's Report

Issue

The Registrar presented her Report to Council.

Information

Copies of the Report had been circulated to Council in advance of the meeting. Following her presentation, the Registrar, Ms. Joanne Kissane, invited questions from Council. Council asked for further information regarding a meeting with the Medical Council in relation to matters of mutual concern and patient safety, which had been raised by PSI Council Members. Council was informed that discussions relating to the matter were ongoing, and a joint PSI and Medical Council communication would be issued to the Department of Health. Council was updated concerning ongoing engagement with the Registrar and the Department of Health regarding the sanction of new posts in the PSI. Council was informed that the Department had asked that priority posts be identified, and this information had been provided. Council queried if any steps were being taken regarding the education of the public on the dangers of antimicrobial resistance arising from the inappropriate use of antibiotics. Council was informed that steps were being taken.

Decision Approved and/or Action Requested by Council

The Report was noted by Council.

Agenda Item E.2 Service Plan Update

Issue

The Registrar presented the 2023 Service Plan to Council.

Information

The Registrar invited questions from Council. Council had no questions.

Decision Approved and/or Action Requested by Council

The update was noted by Council.

Agenda Item E.3 Request for Approval to Extend the Corporate Strategy 2021-2023 for an Additional Year.

Issue

Request for Approval for Extending the Corporate Strategy 2021-2023 for an Additional Year.

Information

A memo was provided to Council in advance of the meeting outlining the risks and benefits of extending the corporate strategy by an additional year. The Registrar informed Council she was seeking approval to extend the PSI's current corporate strategy until the end of 2024 and commence the development of the PSI's 2025-2027 corporate strategy in Q1 2024. Council queried if the organisation had sufficient strategic direction to support the extension. The Registrar stated that she believed it had.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the extension of the PSI's Corporate Strategy 2021-2023 for an additional year on the proposal of Mr. Rory O'Donnell and seconded by Prof. Brian Kirby.

Agenda Item F - Report to Council from the Business Transformation Project Programme Board.

Issue

Report to Council from the Business Transformation Project (BTP) Programme Board.

Information

The Report of the Business Transformation Project Programme Board had been circulated to Council in advance of the meeting. The Board Chair, Mr. Fintan Foy, informed Council that the BTP was now behind schedule as a key target delivery date had been missed. The Board was now considering its options regarding how best to proceed.

Decision Approved and/or Action Requested by Council

The Report was noted by Council

Agenda Item G.1 - Report to Council from the Regulatory and Professional Policy Committee

Issue

Report to Council from the Regulatory and Professional Policy Committee

Information

The Report to Council from the Regulatory and Professional Policy Committee had been circulated to Council in advance of the meeting. Ms. Katherine Morrow, Committee Chair, invited questions from Council. Council had no questions.

Decision Approved and/or Action Requested by Council

The Report was noted by Council

Agenda Item G.2 - Request for Approval of the Regulatory and Professional Policy Committee 2023 Workplan.

Issue

Request for Approval of the Regulatory and Professional Policy Committee 2023 Workplan.

Information

The Regulatory and Professional Policy Committee 2023 Workplan had been circulated to Council in advance of the meeting. Ms. Katherine Morrow, Committee Chair, invited questions from Council. Council had no questions.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the Regulatory and Professional Policy Committee 2023 Workplan on the proposal of Mr. Fintan Foy and seconded by Ms. Ann Sheehan.

Agenda Item G.3 - Request for approval of Update to PSI Training Information for Vaccinations and Emergency Medicines in Response to NIAC changes on the Management of Anaphylaxis following Vaccination.

Issue

Request for approval of Update to PSI Training Information for Vaccinations and Emergency Medicines in Response to NIAC changes on the Management of Anaphylaxis following Vaccination.

Information

Council discussed whether the Executive needed to seek approval from Council for an update of this nature and it was agreed that this would be considered in the future should any further amendments be necessary. Council requested that the updates be highlighted in the PSI Newsletter.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the update to PSI Training Information for Vaccinations and Emergency Medicines in Response to NIAC changes on the Management of Anaphylaxis following Vaccination, on the proposal of Ms. Marie Louisa Power and seconded by Ms. Ann Sheehan.

Agenda Item G.4 - TCQR: Request for Approval of the Adaptation Period Training Placements Criteria

Issue

Request for Approval of the TCQR Adaptation Period Training Placements Criteria

Information

Council raised concerns regarding the quality of training which would be provided to multiple students at one time, particularly given the layout of some pharmacies, and the pressures pharmacists, particularly supervising pharmacists, were under. The Executive stated that the pharmacies would be required to have adequate resources to support multiple students on placement and that the change to the criteria was aligned with that currently in place for students undertaking experiential learning placements as part of the MPharm. Council noted visas were still an issue for prospective registrants seeking to undertake the TCQR process. It was also acknowledged that equality, diversity and inclusion training might be necessary for prospective mentors and tutors.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the TCQR Adaptation Period Training Placements Criteria on the proposal of Dr. Paula Barry Walsh and seconded by Ms. Grainne Power.

Agenda Item H.1 – Report to Council from the Special Purposes Committee

Issue

Report to Council from the Special Purposes Committee

Information

A copy of the Report to Council from the Special Purposes Committee had been circulated to Council in advance of the meeting. The President invited questions from Council. Council had no questions.

Decision Approved and/or Action Requested by Council

The Report was noted by Council.

Agenda Item H.2 Request for Approval of the Appointment of a Chair of the Business Transformation Programme Board.

Issue

Request for Approval of the Appointment of a Chair of the Business Transformation Programme Board.

Information

Ms. Grainne Power, Dr. Paula Barry Walsh, and Dr. Ann McGarry recused themselves from the meeting. . The President requested that Ms. Grainne Power be appointed as Chair of the Programme Board from the 18th of June 2023 (following the expiry of the term of office of the current Chair) for two years, or until she ceases to be a member of Council, whichever the sooner.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the appointment of Ms. Grainne Power as Chair of the Business Transformation Programme Board from the 18th of June 2023, following the expiry of the term of office of the current Chair, for a term of two years, or until she ceases to be a member of Council, whichever the sooner on the proposal of Ms. Marie Louisa Power and seconded by Mr. Peter Dennehy.

Agenda Item H.3. Request for Approval of the Appointment of a Chair of the Performance and Resources Committee

Issue

Request for approval of the appointment of a Chair of the Performance and Resources Committee.

Information

. The President requested that Dr. Ann McGarry be appointed Chair of the Performance and Resources Committee from the 18th of June 2023 (following the expiry of the term of office of the current Chair) for a term of two years or until she ceases to be a member of Council.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the appointment of Dr. Ann McGarry as Chair of the Performance and Resources Committee from the 18th of June 2023, following the expiry of the term of office of the current Chair, for a term of two years, or until she ceases to be a member of Council, whichever the sooner on the proposal of Ms. Dorothy Donovan and seconded by Mr. Fintan Foy.

Agenda Item H.4 – Request for Approval of the Appointment of a Member of the Business Transformation Programme Board.

Issue

Request for Approval of the Appointment of a Member of the Business Transformation Programme Board.

Information

The President requested that Dr. Paula Barry Walsh be appointed to the Programme Board from the 18th of June 2023, following the expiry of the term of office of one of its members, for a term of two years or until she ceases to be a member of Council, whichever the sooner.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the appointment of Dr. Paula Barry Walsh to the Business Transformation Project Programme Board from the 18th of June 2023, following the expiry of the term of office of one of its members, for a term of two years, or until she ceases to be a member of Council, whichever the sooner on the proposal of Prof. Brian Kirby and seconded by Ms. Ann Sheehan.

Agenda Item H.5 – For Noting: Amendment to Updated PSI Publications & Disclosure Policy 2022.

Issue

For Noting: Amendment to Updated PSI Publications & Disclosure Policy 2022.

Information

Ms. Grainne Power, Dr. Ann McGarry and Dr. Paula Barry Walsh returned to the meeting. Council was made aware of two amendments to the PSI Publications and Disclosure Policy 2022. The first amendment addressed an administrative error. Text representing one of the factors from the public interest test, appearing in the original 2016 policy document, appeared to have been inadvertently omitted during final edits to the version presented to Council for approval. Therefore, the text has now been reinserted into the 2022 document before publication. The second amendment related to additional introductory text which is now also being included in the 2022 policy document prior to publication.

Decision Approved and/or Action Requested by Council

Council noted the changes.

Agenda Item I.1 – Report to Council from the Performance & Resources Committee.

Issue

Report to Council from the Performance & Resources Committee.

Information

Mr. Paul Turpin, Chair of the Performance and Resources Committee, presented the Report from the Committee, a copy of which had been circulated to Council in advance of the meeting. Questions were invited from Council. Council had no questions.

Decision Approved and/or Action Requested by Council

Council noted the Report.

Agenda Item I.2 – Request for Approval from Council of the Performance and Resources Committee 2023 Workplan

Issue

Request for Approval from Council of the Performance and Resources Committee 2023 Workplan.

Information

Mr. Paul Turpin asked Council to approve the Performance and Resources Committee 2023 Workplan, a copy of which had been circulated to Council in advance of the meeting.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the Performance and Resources Committee 2023 Workplan on the proposal of Mr. Peter Dennehy and seconded by Ms. Dorothy O'Donovan.

Agenda Item I.3 – Request for Approval from Council of the Revised PSI Procurement Policy following its Annual Review.

Issue

Request for Approval from Council of the revised PSI Procurement Policy following its annual review.

Information

Mr. Paul Turpin asked Council to approve the revised PSI Procurement Policy, a copy of which had been circulated to Council in advance of the meeting.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the Performance and Resources Committee 2023 Workplan on the proposal of Mr. Rory O'Donnell and seconded by Ms. Avril Ryan.

Agenda Item I.4 – Request for Approval from Council of the Revised Corporate Procurement Plan 2021-2023 following its Annual Review

Issue

Request for Approval from Council of the revised Corporate Procurement Plan 2021-2023 following its annual review.

Information

Mr. Paul Turpin asked Council to approve the revised Corporate Procurement Plan 2021-2023, which had been circulated to Council in advance of the meeting.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the revised Corporate Procurement Plan 2021-2023 on the proposal of Dr. Ann McGarry and seconded by Mr. Fintan Foy.

Agenda Item I.5 – Request for Request for Approval from Council of Motion to Designate Revised Signatories on PSI Financial Institution Accounts.

Issue

Request for Approval from Council of Motion to designate revised signatories on PSI financial institution accounts.

Information

Mr. Paul Turpin asked Council to approve a motion to designate revised signatories on PSI financial institution accounts. Copies of the motion paper had been circulated to Council

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the motion to designate revised signatories on PSI financial institution accounts on the proposal of Ms. Marie Louisa Power and seconded by Prof. Brian Kirby.

Agenda Item J - Any Other Business

Issue

Any Other Business

Information

No had been tabled for discussion under item D.

Decision Approved and/or Action Requested by Council

None.

The Meeting concluded at 10:45 am

President

Date