

**Agenda for Public Council Meeting No.141**  
**08:30am Thursday, March 7<sup>th</sup>, 2024**  
**Location: In person at PSI House**

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

<u>Indicative Times</u>	<u>Item and Presenter</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>	President
08:32am	C	<b>Request for approval from Council of the draft Minutes of public Council meeting No.141.</b>	President
08:34am	D	<b>Agreement on the Meeting Agenda.</b>	President

<b>E. Updates and Items from the Registrar</b>			
08:35am	E.1	<b>Registrar’s Report.</b>	Registrar

08:50am	E.2	Update on Q1 implementation of the Service Plan 2024.	Registrar
09:00am	E.3	Update on the Development of the PSI's 2025 -2028 Corporate Strategy.	President

#### F. Business Transformation Project Programme Board

09:10am	F.1	Report to Council from the Business Transformation Project Programme Board.	G. Power
09:15am	F.2	Request for Approval of Revised Business Transformation Project Board Terms of Reference..	G. Power

#### G. Special Purposes Committee

09:20am	G.1	Report to Council from the Special Purposes Committee: 17 January and 20 February 2024.	President
09:25am	G.2	Request for Approval from Council for the Performance Appraisal Process of the Registrar	President
09:30am	G.3	Request for Approval from Council for Appointments to Advisory Committees.	President
09:35am	G.4	Request for Approval of Updated Special Purposes Committee Terms of Reference.	President

#### H. Performance and Resources Committee

09:40am	H.1	Report to Council from the Performance & Resources Committee.	A. McGarry
09:45am	H.2	Request for Approval of the Performance & Resources Committee 2024 Work Plan.	A. McGarry
09:50am	H.3	Request for Approval of the Updated PSI Procurement Policy.	A. McGarry
09:55am	H.4	Request for Approval of the Updated PSI Corporate Procurement Plan 2021-2024.	A. McGarry
10:00am	H.5	Request for Approval of the ICT Strategy 2024-2027.	A. McGarry

I. Regulatory and Professional Policy Committee			
10:10am	I.1	Report to Council from the Regulatory and Professional Policy Committee.	G. Power
10:20am	I.2	Request for Approval from Council of draft PSI Guidance on Pharmacy Governance Roles.	G. Power
10:40am	I.3	Request for Approval from Council of the draft MPharm Accreditation;  (a) Policy  (b) Standards	G. Power
10:50am	I.4	Request for Approval from Council of the proposed changes to the IIOP Practice Review Policy.	G. Power
10:55am	I.5	Request for Approval from Council of the Draft Regulatory and Professional Policy Committee Workplan 2024.	G. Power

J. Any Other Business			
11:05am	J.1	As tabled under Item D.	President

Ms. Joanne Kissane

*Registrar & Chief Officer*

We anticipate the Council meeting will finish at approximately 11:15am

Council is next scheduled to convene on Thursday, March 21st.

## **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.