

Minutes of meeting the Special Purposes Committee of the held on the 20th of September 2021, at 02:30pm. The meeting was convened on-line due to the COVID-19 Public Health Emergency

Agenda Item A - Attendees & Apologies

Name	Role	Present (Yes/No)
Ms. Muireann Ní Shúilleabháin	President, and Chair of the Committee	Yes
Mr. Rory O'Donnell	Vice-President	No
Mr. Graham Knowles	Chair of the Performance and Resources Committee	No
Ms. Joanne Kissane	Chair of the Regulatory and Professional Policy Committee	Yes
Dr. Paul Gorecki	Chair of the Audit and Risk Committee	Yes
Members of PSI staff in attendance included:		
Mr. Niall Byrne	Registrar	
Ms. Liz KIELTY	Solicitor (for part)	
Ms. Aoife Mellett	Acting Head of Practitioner Assurance (for part)	
Dr. Cheryl Stokes	Head of Governance and Programme Delivery	
Mr. Éanna Ó Lochlainn	Governance & Planning Officer	

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

Agenda Item B – Declaration of Conflicts of Interest

Issue
Declaration of Interests by members of the Special Purposes Committee.

Information
Under item B of the Council Agenda, 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
No conflicts of interest were declared.

Agenda Item C – Approval of Minutes of Special Purposes Committee Meeting on the 12th of August 2021

Issue

Draft Minutes of the Special Purposes Committee Meeting held on the 12th of August 2021

Information

The Chair noted that the draft minutes of the Committee meeting held on the 12th of August 2021, had been circulated to Committee members in advance of the meeting, and that no amendments had been received.

Decision Approved, and/or Action Requested

Decision Approved: The Committee approved the minutes of the Special Purposes Committee meeting held on 12th of August 2021, on the proposal of Dr. Paul Gorecki, seconded by Ms. Muireann Ní Shúilleabháin.

Agenda Item D. - Request for Approval of Draft Procedures for Council Sanctions Hearings, for onward submission to Council for its Approval

Issue

Request for Approval of Draft Procedures for Council Sanctions Hearings, for onward submission to Council for its Approval

Information

The President thanked the Executive for its work in preparing the draft document. The Committee discussed the draft document at length and requested a number of minor changes be made to the text.

Decision Approved, and/or Action Requested

Decision Approved: The Committee approved the draft document subject to the changes requested being made to the text, and there being no further substantive changes, for submission to Council for its approval, on the proposal of Dr. Paul Gorecki, and seconded by Ms. Joanne Kissane. In the event of a further substantive change being required on foot of settling of the procedures by Senior Counsel, it was agreed the Executive would bring the procedures document back to the Committee, for its further consideration and approval.

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Agenda Item E - Review of Skill Sets required, prior to the recruitment of new, (non-pharmacist), Council Members, via the Public Appointments Service (PAS).

Issue

Review of Skill Sets required, prior to the recruitment of new, (non-pharmacist), Council Members, via the Public Appointments Service (PAS).

Information

The Committee discussed the current skills requirements of Council and what would be an appropriate process through which to assist the President in advising the Department of Health in this regard.

Decision Approved, and/or Action Requested

It was agreed that the Executive should produce a PSI Council skills matrix for tabling at the next Committee meeting.

Agenda Item F - Request for Approval from the Committee, to seek Approval from Council for the agreed Skill Sets required, via email

Issue

Request for Approval from the Committee, to seek Approval from Council for the agreed skill sets required, via email

Information

It was agreed that this agenda item not be progressed pending the tabling of the PSI Council skills matrix by the Executive at the next Committee meeting.

Decision Approved, and/or Action Requested

None.

Agenda Item G – Any Other Business

Issue

The Committee discussed the feedback received following the survey of Advisory Committee members conducted by Better Boards.

The Committee queried of the Executive whether there had been any recent developments regarding the Regulated Professions (Health and Social Care) (Amendment) Act 2020 and the provisions regarding publication of inquiry reports and transcripts.

Information

Following the result of the Better Board survey, the Committee discussed the option of creating a vice chair role for each of the PSI's Advisory Committees, but it was agreed that the Committees as constituted were too small to merit this change. The Committee discussed levels of transparency with the regard to the Special Purposes Committee itself, and agreed that every reasonable measure, including publication of Committee minutes, and Reports to Council, had already been taken to achieve this. The Committee will keep this area under review as it continues to develop its advisory role both to the President and to the Council.

Regarding the Regulated Professions (Health and Social Care) (Amendment) Act 2020, the Registrar clarified that discussions with PSI legal advisers were ongoing in relation to the application of the relevant amendments.

Decision Approved, and/or Action Requested

None.

The meeting concluded at: 3:30pm.

Signed by:

Chair

Date