

PSI Council Public Meeting Minutes

Minutes of meeting number 153 of the Council of the Pharmaceutical Society of Ireland (PSI), as established under the Pharmacy Act 2007, the public session of which convened in person and online at 08.30 am on Thursday, April 24th, 2025.

Agenda Item A - Attendees & Apologies

Name	Role	Present (Yes/No)
Ms. Katherine Morrow	President	Yes
Dr. Denis O' Driscoll	Vice-President	Yes
Dr. Cyril Sullivan	Council Member	Yes
Dr. Ann McGarry	Council Member	Yes
Dr. Paula Barry Walsh	Council Member	Yes
Mr. Peter Dennehy	Council Member	Yes
Prof. Laura Sahm	Council Member	Yes
Mr. Martin Sisk	Council Member	Yes
Mr. John Given	Council Member	Yes
Ms. Grainne Power	Council Member	Yes
Ms. Geraldine Crowley	Council Member	Yes (Online)
Ms. Geraldine Campbell	Council Member	Yes (Online)
Ms. Marie Louisa Power	Council Member	No
Mr. Sean Reilly	Council Member	Yes
Mr. Rory O'Donnell	Council Member	Yes
Ms. Joan Peppard	Council Member	Yes (from 10:30 am)
Ms. Dorothy Donovan	Council Member	Yes (Online)
Mr. Martin Higgins	Council Member	Yes
Mr. Mark Jordan	Council Member	Yes (Online)
Ms. Emily Kelly	Council Member	Yes
Mr. Richard Hammond S.C.	Council Member	Yes

Members of PSI staff in attendance included:

Ms. Joanne Kissane, Registrar & Chief Officer.

Mr. Éanna Ó Lochlainn, Corporate Governance & Planning Officer.

Ms. Damhnait Gaughan, Head of Community Pharmacy Assurance.

Ms. Cora O'Connell, Acting Head of Practitioner Assurance.

Mr. Dan Burns, Head of Strategic Policy, Research and Communication; Acting Head of Governance and Programme Delivery.

Dr. Cheryl Stokes, Head of Corporate Services.

Ms. Louise Canavan, Communication & Engagement Officer

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 interests by members of the Council.

Decision Approved and/or Action Requested by Council

Conflicts of interest were declared by Mr. John Given and the President for agenda item F.2

Agenda Item C – Draft Minutes of Public Council Meeting No. 152 & 152(i)

Issue

The Draft Minutes of Public Council Meetings Nos. 152 & 152(i) were tabled for approval by Council.

Information

None.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the draft minutes of the public Council meeting of March 27th, 2025, and separately, April 11th 2025, on the proposal of Mr. John Given, seconded by Mr. Martin Higgins.

Agenda Item D – Agreement on the Meeting Agenda

Issue

No changes were proposed to the meeting agenda as circulated.

Information

None

Decision Approved and/or Action Requested by Council
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None

Agenda Item E.1 Registrar's Report.

Issue

Registrar's Report to Council.

Information

A copy of the Report had been circulated to Council in advance of the meeting.

The Registrar noted the PSI's 2025-28 Communications Strategy was being tabled under a separate agenda item for approval, but she wished to highlight the work which had been done by colleagues in bringing it to completion, including the input of Council members, PSI staff members and members of the Pharmacist Panel during workshops. The communications approach and objectives were intended to complement the Corporate Strategy for the same period. Council welcomed the Communications Strategy but noted it did not contain any target figures with regard to its implementation and against which its success or otherwise could be benchmarked. The Executive informed Council that a separate implementation plan would contain operational details and that reporting on actions to Council would be visible in the Registrar's Report.

The Registrar informed Council that following a request from the Minister for Health, the PSI was putting in place a process to commence work on principles-based guidelines on pricing transparency for retail pharmacies. The request by the Minister is made in the context of the current significant policy, legislative and operational focus on pharmacist and pharmacy services, including the implementation of the recommendations of the Expert Taskforce to Support the Expansion of the Role of Pharmacy, the development of new services such as the Common Conditions Service, and rollout of initiatives to support enhanced patient access in the community. There is a need to ensure that patients have an improved understanding and transparency of the fees that they pay in respect of the products they are dispensed and the services they use in pharmacies. The Registrar clarified that PSI receives queries on pricing in pharmacies on an ongoing basis from pharmacists, patients, other healthcare professionals and state agencies. She explained that the area of pricing of medicines is out of the remit of the PSI, however, the PSI considers that transparency in pricing for patients and members of the public is desirable in line with the Code of Conduct for Pharmacists.

Council queried whether the Patients' Forum would be involved in the drafting of the guidelines. The Executive informed Council that it intended to seek patient and public input during the development of guidelines as well as input from other key stakeholders such as

the pharmacist panel, the CCPC and the IPU. Council noted the current position with respect to price transparency being observed in retail pharmacy businesses, given the volume of prescription medication being dispensed to patients under the various state-subsidised schemes. Council noted that the guidelines would present an opportunity to highlight the clinical services being provided by retail pharmacies. It was noted that the proposed guidelines, would be developed in accordance the PSI's regulatory remit. The Registrar informed Council that the Regulatory and Professional Policy Committee (RPP) would oversee the development of the guidelines and provide ongoing update Council on the matter. The guidelines will be considered by RPP and Council and subject to public consultation prior to submission to the Minister.

Separately, Council queried if the KPI of 300 pharmacy inspection visits to be completed by year end was achievable, given that 54 had been completed in the year to date. The Executive noted that the intent was to meet this target. Council noted there had been a drop in the number applications for registration from EU applicants thus far in 2025.

Decision Approved and/or Action Requested by Council

The Report was noted by Council.

Agenda Item E.2 Update on Q2 implementation of the Service Plan 2025.

Issue

Update on Q2 implementation of the Service Plan 2025.

Information

The Registrar provided Council with an update on the 2025 Service Plan. Council queried when it was envisaged the Operating Model & Strategic Workforce Plan commissioned from EY would be implemented. Council was informed that its implementation would commence on June 30th, 2025.

Decision Approved and/or Action Requested by Council

Council noted the update.

Agenda Item E.3 – Request for Approval from Council of the PSI's Communications Strategy 2025-2028

Issue

Request for Approval from Council of the PSI's Communications Strategy 2025-2028

Information

A copy of the PSI's Communications Strategy 2025-2028 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

Decision Approved: Council approved the PSI's Communications Strategy 2025-2028 on the proposal of Dr. Cyril Sullivan, seconded by Mr. Martin Higgins.

Agenda Item E.4 – Request for Approval from Council of Presiding and Alternate Presiding Officer for election of President and Vice President of the PSI Council

Issue

Request for Approval from Council of Presiding and Alternate Presiding Officer for election of President and Vice President of the PSI Council.

Information

Council was asked to approve the appointment of Mr. Dan Burns and Mr. Éanna Ó Lochlainn as Presiding and Alternate Presiding Officer, respectively, for the election of President and Vice President of the PSI Council.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the appointment of Mr. Dan Burns and Mr. Éanna Ó Lochlainn as Presiding and Alternate Presiding Officer, respectively, for the election of President and Vice President of the PSI Council, on the proposal of Ms. Joan Peppard, seconded by Mr. Peter Dennehy.

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

Issue

Report to Council from the Regulatory and Professional Policy Committee.

Information

Mr. Rory O'Donnell, Chair of the Regulatory and Professional Policy Committee, presented the Report, a copy of which had been circulated to Council in advance of the meeting. Questions were invited from Council. Council had no questions. A query arose in respect of the consideration of the timing of consideration of guidance on Exempt Medicinal Products; Council noted the matter is scheduled for discussion at the June Regulatory and Professional Policy Committee meeting.

Decision Approved and/or Action Requested by Council

The Report was noted by Council.

Agenda Item F.2 Consideration of an application for first-time recognition and approval: MPharm Programme, University of Galway

Issue

Consideration of an application for first-time recognition and approval: MPharm Programme, University of Galway

Information

The President and Mr. John Given recused themselves for this item. The Vice-President assumed the Chair. Mr. Rory O'Donnell presented the application to Council and invited questions. Council noted that three of the accreditation standards had been met while four were subject to conditions. Council queried when the conditions would be met. The Executive confirmed that conditions are proposed by the accreditation team in circumstances where the team has confidence that the conditions are likely to be met. The Executive has been engaging with the University of Galway and anticipates that an update in relation to the first two conditions will be presented to Council at its next meeting on June 26th, 2025. The Executive is also engaging with the University of Galway regarding a compliance visit, which is anticipated to fall early in the second year of the programme. The Executive confirmed that all accredited programmes are subject to annual reporting requirements (excluding the years of accreditation visits).

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the application for first-time recognition and approval of the University of Galway's MPharm Programme on the proposal of Mr. Richard Hammond S.C., seconded by Mr. Martin Sisk.

Agenda Item G.1 Report to Council from the Special Purpose Committee.

Issue

Report to Council from the Special Purpose Committee.

Information

The President and Mr. John Given returned to the meeting. A copy of the Special Purposes Committee Report to Council 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 G.2 Request for Approval from Council of a Revised process for appointment to the reserve panel for Chairs and Acting Chairs of the PSI Disciplinary Committees.

Issue

Request for Approval from Council of a Revised process for appointment to the reserve panel for Chairs and Acting Chairs of the PSI Disciplinary Committees.

Information

A copy of the proposed revised process for appointment to the reserve panel for Chairs and Acting Chairs of the PSI Disciplinary Committees 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

Decision Approved: Council approved the revised process for appointment to the reserve panel for Chairs and Acting Chairs of the PSI Disciplinary Committees on the proposal of Dr. Cyril Sullivan and seconded by Dr. Ann McGarry.

Agenda Item H.1 Request for Approval from Council of Updated, PSI Corporate Governance Framework, PSI Risk Management Framework, Internal Protected Disclosure Policy, & External Protected Disclosure Policy

Issue

Request for Approval from Council of Updated:

- I. PSI Corporate Governance Framework
- II. PSI Risk Management Framework
- III. Internal Protected Disclosure Policy
- IV. External Protected Disclosure Policy

Information

Ms. Geraldine Campbell, Chair of the Audit & Risk Committee, noted the updated documents had been circulated to Council in advance of the meeting. She informed Council the PSI was due to update its risk appetite statement later in the year. She invited questions from Council. Council had no questions.

Decision Approved and/or Action Requested by Council

Decision Approved: Council approved the revised PSI Corporate Governance Framework on the proposal of Mr. Martin Higgins and seconded by Mr. John Given.

Decision Approved: Council approved the revised PSI Risk Management Framework on the proposal of Mr. Rory O'Donnell and seconded by Dr. Ann McGarry.

Decision Approved: Council approved the revised PSI Internal Protected Disclosure Policy on the proposal of Mr. John Given and seconded by Mr. Rory O'Donnell

Decision Approved: Council approved the revised PSI External Protected Disclosure Policy on the proposal of Ms. Grainne Power and seconded by Mr. Mark Jordan.

Agenda Item I.1 Any Other Business

Issue

Any Other Business

Information

The Registrar thanked Council members Mr. Sean Reilly, Mr. Rory O'Donnell, Ms. Louisa Power and the President of Council, Ms. Katherine Morrow, for their work for the PSI, as having reached the end of their respective terms of office, this would be their last scheduled Council meeting. The President thanked the Registrar and Council.

Decision Approved and/or Action Requested by Council

Council endorsed the Registrar's motion of thanks.

The Meeting concluded at 10:00 am.

President

Date