

Agenda for Public Council Meeting No.164
8:30am Thursday, 26 March 2026
Location: In Person at PSI House

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

<u>Indicative Times</u>	Item and Presenter		
8:30 am	1	Apologies	President
8:31 am	2	<p style="text-align: center;">Declaration of Interests (please refer to Appendix A)</p> <p style="text-align: center;">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 style="text-align: center;">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
8:32 am	3	Request for approval from Council for the draft Minutes of the public Council meetings No.163.	President
8:34 am	4	Agreement on the Meeting Agenda.	President

5. Updates and Items from the Registrar			
8:35 am	5.1	Registrar’s Report	Registrar
8:45 am	5.2	Q1 update on implementation of Service Plan 2026	Registrar

8.55 am	5.3	Presentation of the PSI 2025 Annual Report and Financial Statements	Registrar
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6. Audit & Risk Committee

9:05 am	6.1	Report to Council from the Audit and Risk Committee incorporating its recommendations regarding approval of the year end 2025 Financial Statements, the External Audit Report, the Statement of Internal Control, the Report of the Audit and Risk Committee, and the Risk Report, as contained in the PSI 2025 Annual Report.	E. Kelly
9:15 am	6.2	Annual Report and Financial Statements 2025 a) Request for approval of the PSI 2025 Annual Report incorporating the year-end Financial Statements b) Request for approval from Council for the Letter of Representation to the External Auditor, for signature on behalf of the PSI Council	President

7. Regulatory & Professional Policy Committee

9:30 am	7.1	Report to Council from the Regulatory and Professional Policy Committee.	R. Hammond
9:35 am	7.2	Request for Approval of the Regulatory and Professional Policy Committee Work Plan 2026	R. Hammond
9:40 am	7.3	Request for approval of a) Consultation Report on Draft Safe Staffing Guidelines b) Draft PSI Guidelines on Safe Staffing	R. Hammond
9:55 am	7.4	Implementation of Agreed Pharmacy Policy Changes with Department of Health Request for approval of the Revised Draft PSI Guidelines on Record Keeping in a Retail Pharmacy Business for Public Consultation	R. Hammond
10:05 am	7.5	Reform of the Pharmacy Act Request for approval of the Draft Policy Proposals for Reform of the Fitness to Practise Process for Submission to the Department of Health	R. Hammond
10:20 am	7.6	Irish Institute of Pharmacy (IIOF) updates a) Draft IIOF Annual Workplan 2026 Request for approval of: b) CPD Review Policy for Pharmacists (IIOF)	R. Hammond

		c) Quality Assurance of CPD Activities Policy (IOP) d) ePortfolio Review Exemption Policy	
10.35 am		Comfort Break	

8. Performance & Resources Committee			
10:45 am	8.1	Report to Council from the Performance and Resources Committee	A. McGarry
10.50 am	8.2	Approval of the Performance and Resources Committee Workplan for 2026	A. McGarry
10.55 am	8.3	Procurement a) Annual Review of Procurement Policy b) Approval of the Corporate Procurement Plan 2025-2028	A. McGarry
11.05 am	8.4	Treasury and Investment Management a) Annual Review of Treasury and Investment Management Policy b) Investment Strategy	A. McGarry
11.20 am	8.5	Allocation of Funds to Practitioner Health Programme	A. McGarry

9. Special Purposes Committee			
11:30 am	9.1	Report to Council from the Special Purposes Committee.	President
11.35 am	9.2	Request for Approval - Appointments to Disciplinary Committees 1. Appointment of a Chair to PPC 2. Appointment of a lay member to the PPC	President

10. AOB			
11:40 am	10.1	AOB	President

Ms Joanne Kissane
Registrar/Chief Officer

We anticipate that the Council meeting will finish at approximately 11.45 am.

The next public meeting of Council is scheduled to take place on Thursday, 25 June 2026

APPENDIX A

Pharmacy Act 2007 Schedule 1, Section 9: Disclosure of certain interests

(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.