



**Minutes of the meeting of the Special Purposes Committee held on 13 February 2026,  
at 3:00 pm at PSI House, Fenian Street.**

**Agenda Item 1 - Attendees & Apologies**

Name	Role	Present (Yes/No)
Dr Denis O’Driscoll	President and Chair of the Committee	Yes
Prof Laura Sahm	Vice-President	Yes
Dr Ann McGarry	Chair of the Performance and Resources Committee	Yes
Mr Richard Hammond S.C.	Chair of the Regulatory and Professional Policy Committee	Yes
<b>Members of PSI staff in attendance included:</b>		
Ms Joanne Kissane	Registrar & Chief Officer	
Mr Des Butler	Acting Head of Legal Affairs, Governance and Programme Delivery	
Ms Ruth Baily	Governance Executive	

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

**Agenda Item 2 – 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 Chair drew Committee 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
Mr Richard Hammond SC declared an interest for Item 5.2 on the agenda.

**Agenda Item 3 – Approval of Meeting Agenda**

### Issue

Approval of Meeting Agenda

### Information

None

### Decision Approved and/or Action Requested

The agenda was approved.

### Agenda Item 4 – Request for approval of the draft Minutes of the meeting of the Special Purposes Committee held on 11 September 2025

### Issue

Draft Minutes of the Special Purposes Committee Meeting held on 18 November 2025.

### Information

The Chair noted that the draft Minutes of the Committee meeting, held on 18 November 2025, 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 18 November 2025, by consensus.

### Agenda Item 5 – Committee Updates: Appointments to Advisory Committees

1. Appointment of a Chair of the Audit and Risk Committee
2. Reappointments of PSI Council members to Advisory Committees
3. Appointment of a Council Member to a PSI Advisory Committee
4. Reappointment of an external member to the Business Transformation Programme Board.

### Issue

Appointments to Advisory Committees

1. Appointment of a Chair of the Audit and Risk Committee
2. Reappointments of PSI Council members to Advisory Committees
3. Appointment of a Council Member to a PSI Advisory Committee
4. Reappointment of an external member to the Business Transformation Programme Board.

### Information

The Committee was advised that the Chair of the Audit and Risk Committee has become vacant following the completion of the term of the previous Chair. An expression of interest was circulated to all Council members.

One response was received from Ms Emily Kelly. Ms Kelly is not currently a member of the Audit and Risk Committee. The SPC was asked to firstly recommend the appointment of Ms Kelly to the

Audit and Risk Committee to Council at their meeting on 5 March and secondly recommend the approval of the appointment of Ms Kelly as Chair of the Audit and Risk Committee. Following the discussion, the SPC agreed to recommend to Council at its meeting on 5 March the appointment of Ms Emily Kelly as a member and Chair of the Audit and Risk Committee.

The Committee was further advised that the first terms of office of a number of Advisory Committee members are coming to an end.

- The first term of Mr Richard Hammond S.C. on the Regulatory and Professional Policy Committee ends on 6 March 2026.
- The first term of Ms Joan Peppard on the Performance and Resources Committee ends on 20 March 2026.
- The first term of Mr Richard Hammond S.C. on the Performance and Resources Committee ends on 20 March 2026.

All Committee members were asked by the Committee Chairs or the President if they would be happy to serve a second term on the various Committees. Each agreed to do so.

Following the discussion, the SPC agreed to recommend to Council at its meeting on 5 March the approval of the following appointments;

- Mr Richard Hammond S.C. to the Regulatory and Professional Policy Committee for a period of two years or until he ceases to be a member of the Council, whichever is sooner.
- Ms Joan Peppard to the Performance and Resources Committee for a period of two years or until she ceases to be a member of Council, whichever is sooner.
- Mr Richard Hammond S.C. to the Performance and Resources Committee for a period of two years or until he ceases to be a member of Council, whichever is sooner.

The Committee was advised that Ms Geraldine Campbell's term of office on the Audit and Risk Committee has ended. Under the Code of Conduct for Council and Advisory Committee Members, all Council members are expected to serve on at least one Advisory Committee.

Ms Campbell completed an EOI and expressed an interest in sitting on the Performance and Resources Committee. Following the discussion, the SPC agreed to recommend to Council at its meeting on 5 March the appointment of;

- Ms Geraldine Campbell to the Performance and Resources Committee for a period of two years or until she ceases to be a member of Council, whichever is sooner.

The Committee was advised that Mr Eddie O' Loughlin, an external member of the Business Transformation Programme Board (BTP), has completed his first two-year term. Mr O'Loughlin has confirmed his willingness to continue to serve on the board for a further term of two years. Following the discussion, the Committee agreed to recommend to Council at its meeting on 5 March the appointment of Mr Eddie O'Loughlin to the Business Transformation Board.

- Mr Eddie O'Loughlin to the Business Transformation Programme Board for a period of two Years.

**Decision Approved and/or Action Requested**

**Decision:** The Committee agreed to recommend to Council at its meeting on 5 March the appointment of,

- Ms Emily Kelly to the Audit and Risk Committee for a period of two years or until she ceases to be a member of the Council, whichever the sooner.
- Ms Emily Kelly as Chair of the Audit and Risk Committee for a period of two years or until she ceases to be a member of the Council, whichever the sooner.
- Mr. Richard Hammond S.C. to the Regulatory and Professional Policy Committee for a period of two years or until he ceases to be a member of the Council, whichever the sooner.
- Ms. Joan Peppard to the Performance and Resources Committee for a period of two years or until he ceases to be a member of Council, whichever the sooner.
- Mr. Richard Hammond S.C. to the Performance and Resources Committee for a period of two years or until he ceases to be a member of Council, whichever the sooner.
- Ms Geraldine Campbell to the Performance and Resources Committee for a period of two years or until she ceases to be a member of Council, whichever is sooner.
- Mr Eddie O’Loughlin to the Business Transformation Programme Board for a period of two Years.

The Committee agreed to recommend the above appointments to Council at their meeting on 5 March by consensus.

## Agenda Item 6 – AOB

### Information

AOB

### Issue

The SPC requested that they be given sight of the terms of office for the members of their respective Advisory Committees.  
Following a recommendation from the Chair’s Training, the SPC requested that each Chair arrange a meeting with the ELT member responsible for their Advisory Committee. These meetings are to be placed in calendars in advance to provide an opportunity to discuss any forthcoming matters if needed. It was agreed that each Chair will contact their respective ELT lead to arrange these meetings.

### Decision Approved and/or Action Requested

**Action:** There were no actions arising from this matter

The meeting concluded at 15:15.

Signed by

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date