PSI Council Public Meeting Minutes

Minutes of meeting No.171 of the Council of the Pharmaceutical Society of Ireland (PSI), as established under the Pharmacy Act 2007, PSI House, Fenian Street, Dublin, at 08:30 am on Thursday, 1 October 2026.

Agenda Item 1 - Attendees & Apologies

Name	Role	Present (Yes/No)
Dr Denis O'Driscoll	President	Yes
Ms Emily Kelly	Vice President	Yes
Dr Paula Barry Walsh	Council Member	Yes
Ms Geraldine Campbell	Council Member	Yes
Ms Geraldine Crowley	Council Member	No
Mr Peter Dennehy	Council Member	Yes
Ms Margaret Donnelly	Council Member	Yes - Online
Adj. Prof John Given	Council Member	Yes
Mr Richard Hammond S.C.	Council Member	Yes
Mr Martin Higgins	Council Member	Yes
Mr Mark Jordan	Council Member	Yes - Online
Dr Ann McGarry	Council Member	Yes
Ms Áine Mac Grory	Council Member	Yes
Mr Nigel Moloney	Council Member	Yes
Mr Leon O'Hagan	Council Member	Yes
Ms Gráinne Power	Council Member	Yes
Ms Joan Peppard	Council Member	Yes - Online
Prof Laura Sahm	Council Member	No
Mr Martin Sisk	Council Member	Yes
Dr Cyril Sullivan	Council Member	No

Members of PSI staff in attendance included:
Ms Joanne Kissane, Registrar and Chief Officer
Dr Cora Nestor, Head of Pharmacy Practice, Policy, and Engagement
Dr Cheryl Stokes, Head of Corporate Services
Ms Aoife Mellett, Head of Legal, Governance and Programme Delivery
Mr Dan Burns, Head of Registration and Education
Ms Damhnait Gaughan, Head of Community Pharmacy Assurance
Ms Louise Canavan, Communication and Engagement Officer
Ms Laura Irwin, Quality and Safety Manager
Ms Elizabeth O'Halloran, Pharmacy Practice Research Officer
Ms Louise Hamra, Education and Professional Standards Officer
Mr Padraig Corbett, Pharmacy Practice and Policy Manager
Ms Ashlene Reyburn, Corporate Governance Manager
Dr Theresa Terstegen, Pharmacy Practice Coordinator
Mr Ursula Feeney, Pharmacy Practice Officer
Mr Neil Wall, ICT Manager
Mr Aidan Flynn, Programme Delivery and Innovation Manager
Mr Conor Cashell, Pharmacy Student
Ms Ruth Baily, Governance Executive

Agenda Item 2 – Declaration of Conflicts of Interest

Issue
Declaration of interests by members of Council.

Information
No conflicts of interest were declared.

Decision Approved and/or Action Requested
There was no decision or action from this agenda item.

Agenda Item 3 – Draft Minutes of Public Council Meeting No. 169

Issue
Council was asked to approve the Draft Minutes of Public Council Meeting No. 169
Information
The President informed the Council that the draft Minutes of the Public Council meeting held on 27 August 2026 had been circulated. No comments or amendments had been

Issue
received. There was no further discussion or amendments to the Minutes.

Decision Approved and/or Action Requested
Decision of Council: Council approved, by consensus, the Minutes of the Public Meeting held on 27 August 2026.

Agenda Item 4 – Agreement on the Meeting Agenda

Issue
Agreement on the Meeting Agenda

Information
The meeting agenda was agreed upon.

Decision Approved and/or Action Requested
Decision Approved: The Council approved the agenda for the meeting by consensus.

Agenda Item 5 – Updates and Items from the Registrar
Agenda Item 5.1 – Registrar's Report
Agenda Item 5.3 – Q3 update on implementation of Service Plan 2026

Issue
Registrar's Report

Information
Workforce Intelligence Report The Registrar updated Council on the significant progress made over the previous two and a half years in implementing the Workforce Intelligence Report's recommendations. Completed actions included the establishment of the Pharmacy Workforce Working Group; progress in workforce planning and modelling; streamlining the Third Country Qualification Recognition process; the appointment of a Chief Pharmaceutical Officer in the Department of Health; and guidance and supports addressing governance, safe staffing, working conditions and professional wellbeing. Council's attention was drawn to continuing and commenced work on workforce data, national strategies for pharmacy and pharmacy technicians, digital developments, career pathways and specialist and advanced practice. The feasibility study on professional leadership for pharmacy remained outstanding and was expected to commence in 2027. Council noted that the majority of the report's recommendations were now completed, embedded as recurring activity or actively under way.

Chief Pharmaceutical Officer
The Council was advised that Ms Cora O'Connell has been appointed as the Chief Pharmaceutical Officer. Ms O'Connell is currently on secondment to the DoH from the PSI.

Business Transformation Project (BTP)
Council was updated on the Business Transformation Project and the proposal for Phase Three, which would extend PSI's integrated regulatory platform to inspections and investigations. Following a review of scope and an open competitive procurement process, the preferred procurement outcome provided a significantly lower cost than the earlier indicative estimate, noting that the figures were based on different scopes and assumptions.
Council was asked to approve an additional funding allocation of €129,031 (including VAT), increasing the overall programme budget from €1.2 million to €1.329 million. The Phase Three provision of €379,922 includes a contingency of €63,320, which may only be accessed through documented change control and the established governance arrangements.
Phase Three is intended to strengthen regulatory effectiveness through improved inspection and investigation information, earlier identification of trends and emerging risks, greater operational efficiency and more secure and efficient interactions with registrants and other stakeholders. Council noted that delivery would continue through the established programme governance arrangements, with oversight of scope, cost, timelines, dependencies and benefits realisation.

Contraception Prescribing Service
Council was updated on the proposed Contraception Prescribing Service as a significant milestone in the development of pharmacy practice. The service will allow pharmacists to continue prescriptions for specified forms of contraception for women aged 17 and over following an initial GP prescription. Council was advised that PSI guidelines have been updated, pharmacists will be required to complete relevant IIOP training, and supporting legislation, clinical protocols and operational guidance are being finalised. The service is expected to launch in January 2027, supported by a DoH communications campaign.

Decision Approved and/or Action Requested
Decision Approved: There was no decision or action arising from this agenda item.

Agenda Item 5.2 – Q3 update on implementation of Service Plan 2026

Issue
Q3 update on implementation of Service Plan 2026

Information
Council was updated on the progress of the projects set out in the 2026 Service Plan. The Registrar advised that, as at the end of the third quarter, all projects are progressing as planned and are expected to be realised by the end of the year

Decision Approved and/or Action Requested
Decision Approved: There was no decision or action arising from this agenda item.

Agenda Item 5.3 – Request for Approval by Council of Delegation to the Registrar for Authority in relation to "Procedural provisions relating to failure to comply with CPD requirements" as provided for under Rule 12A of the Pharmaceutical Society of Ireland (Registration) (Amendment) Rules 2025

Issue
Request for Approval by Council of Delegation to the Registrar for Authority in relation to "Procedural provisions relating to failure to comply with CPD requirements" as provided for under Rule 12A of the Pharmaceutical Society of Ireland (Registration) (Amendment) Rules 2025

Information
Council considered a proposal to delegate to the Registrar certain functions under Rule 12A of the Pharmaceutical Society of Ireland (Registration) (Amendment) Rules 2025. Council had previously considered the proposed motion and supporting memorandum at its June meeting. Following Council's feedback, the motion was revised to provide a clearer separation between the relevant decision-making stages. Under the revised approach, the decision to propose a refusal of continued registration would rest with the Head of Registration and Education, while the final decision, after considering any evidence or representations submitted by the pharmacist, would be made under the delegated authority of the Registrar. Following discussion, Council approved the delegation.

Decision Approved and/or Action Requested
Decision Approved: Delegation to the Registrar for Authority in relation to "Procedural provisions relating to failure to comply with CPD requirements" as provided for under Rule 12A of the Pharmaceutical Society of Ireland (Registration) (Amendment) Rules 2025 was approved on the proposal of Adj. Prof. John Given and seconded by Mr Richard Hammond S.C.

Agenda Item 6 – Audit and Risk Committee

Agenda Item 6.1 – Report to Council from the Audit and Risk Committee.

Issue
Report to Council from the Audit and Risk Committee

Information
Council received an update on the Audit and Risk Committee report from the Vice-President in the absence of the Committee Chair.

Decision Approved and/or Action Requested
Decision Approved: There was no decision or action arising from this agenda item.

Agenda Item 6.2 – Review of the Terms of Reference of the Committee

Issue
Review of the Terms of Reference of the Committee.

Information
Council was advised that the Terms of Reference of the Audit and Risk Committee had been reviewed and a number of small editorial changes had been made. Following discussion Council approved the updates to the Terms of Reference to the Audit and Risk Committee.

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, the updated Terms of Reference of the Audit and Risk Committee.

Agenda Item 6.3 – Approval of the Corporate Governance Framework

Issue
Approval of the Corporate Governance Framework

Information
Council was advised that the Corporate Governance Framework has been updated. It was approved by Audit and Risk Committee for recommendation to Council. The Framework had been reviewed to ensure that it remained current and reflected developments in governance and legislation. It was also updated to include reference to the organisation's Environmental Policy. Council requested that the Framework should include an appendix setting out the functions delegated by Council, alongside the matters reserved to Council. As the list of delegated functions continues to develop, it was considered useful for Council members to have a consolidated reference document available. Following discussion, it was agreed that delegations that are currently in operation would be added as a standalone document to the Council general information folder on iBabs.

Council approved the updated Corporate Governance Framework.

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, the updated Corporate Governance Framework.

Agenda Item 7. Regulatory & Professional Policy Committee

Agenda Item 7.1 – Report to Council from the Regulatory & Professional Policy Committee.

Issue
Report to Council from the Regulatory & Professional Policy Committee.

Information
Council noted the report from the Regulatory & Professional Policy Committee.

Decision Approved and/or Action Requested
Decision Approved: There was no decision or action arising from this agenda item.

Agenda Item 7.2 – Approval of Consultation Report on draft education and training rules and draft guidelines to support the Contraception Prescribing Service in Pharmacies

Issue
Approval of Consultation Report on draft education and training rules and draft guidelines to support the Contraception Prescribing Service in Pharmacies.

Information
Council was advised that agenda items 7.2, 7.3 and 7.4 would be taken together, as they all related to the proposed contraception prescribing service in retail pharmacy businesses. Council was advised that the enabling primary legislation was signed into law on 21 July 2026. PSI's consultation ran from 10 August to 2 September 2026 and was circulated to registrants, stakeholders, relevant organisations and members of the Community Pharmacy Expansion Implementation Oversight Group. A total of 101 online survey responses and submissions were received. The consultation demonstrated strong support for the proposals: • 77% of respondents agreed or strongly agreed that the revised guidelines were appropriate for the contraception prescribing service.

- 70% agreed or strongly agreed that the proposed education and training requirements were proportionate to ensuring safe and effective service delivery.

Qualitative feedback focused mainly on the service's intended scope and protocols, staffing, roles and responsibilities, liability, training content, record-keeping, reimbursement, service availability, supporting legislation and operational arrangements. The feedback was shared with the Implementation Oversight Group and its associated workstreams.

Council was advised that following consultation, the Draft Guidelines were strengthened to place greater emphasis on person-centred care, including accessibility, communication and recognition of patients' individual cultural needs, preferences and circumstances. No changes were proposed to the Draft Education and Training rules. Pharmacists wishing to provide the service will be required to complete the relevant training through the IIOP, with RCSI updating the existing core programme to include a contraception prescribing module.

Council was advised that the DoH was finalising the secondary legislation, the HSE Clinical Subgroup was completing the clinical protocols, and the Implementation Oversight Group was developing the Operational Guidance. The final legislation, protocols and training materials were expected to be available to pharmacists in late autumn, with the service planned to launch in early January 2027, supported by a Department of Health communications campaign.

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, the Consultation Report, revised guidelines and draft education and training rules to support the Contraception Prescribing Service in Pharmacies.

Agenda Item 7.3 – Approval of revised draft Guidelines to Support Pharmacists providing the Common Conditions and Contraception Prescribing Services

Issue
Approval of revised draft Guidelines to Support Pharmacists providing the Common Conditions and Contraception Prescribing Services.

Information
Item 7.3 was approved under item 7.2

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, Guidelines to Support Pharmacists providing the Common Conditions and Contraception Prescribing Services.

Agenda Item 7.4 – Approval of draft PSI (Education and Training required to Prescribe Medicinal Products in Accordance with the Contraception Prescribing Service) Rules 2026

Issue
Approval of draft PSI (Education and Training required to Prescribe Medicinal Products in Accordance with the Contraception Prescribing Service) Rules 2026.

Information
Item 7.4 was dealt with under agenda item 7.2

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, PSI (Education and Training required to Prescribe Medicinal Products in Accordance with the Contraception Prescribing Service) Rules 2026.

Agenda Item 7.5 – Approval of CPD Review Policy for Pharmaceutical Assistants.

Issue
Approval of CPD Review Policy for Pharmaceutical Assistants.

Information
Council considered the CPD Review Policy for Pharmaceutical Assistants. Council was informed that proposed CPD policy for Pharmaceutical Assistants is aligned with the new one-year review mechanism established for pharmacists. The updated policy reflects amendments to the relevant rules, with the new annual CPD review requirements for pharmaceutical assistants due to take effect from January 2028. Council was advised that engagement is already underway to support pharmaceutical assistants to prepare for the new CPD requirements. Following discussion, Council approved the CPD Review Policy for Pharmaceutical Assistants.

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, the CPD Review Policy for Pharmaceutical Assistants.

Agenda Item 7.6 – Reform of the Pharmacy Act, Update Policy Proposals on Reform of the Fitness to Practise Processes.

Issue
Reform of the Pharmacy Act, Update Policy Proposals on Reform of the Fitness to Practise Processes.

Information
Council was updated on the revised policy proposals for reform of the Pharmacy Act, including proposed changes to the Fitness to Practise processes. Council was advised that PSI's role is to make recommendations to the Department of Health but that the responsibility for progressing any legislative amendments rests with the DoH. The proposals previously considered by Council have now been reviewed by Senior Counsel. The legal advice received supports the majority of the proposed reforms, including enhanced powers to screen, triage and investigate complaints by authorised officers; enabling the Preliminary Proceedings Committee (PPC) to accept undertakings at an earlier stage; and proposed changes relating to the conduct of inquiries and the imposition of sanctions. Council was advised that one substantive change had been made. While the proposal to merge the existing Professional Conduct Committee and Health Committee remained, it was no longer proposed to establish a separate Health Committee to monitor undertakings. Instead, undertakings would continue to be monitored by the Executive, with the ability to accept undertakings at an earlier stage expected to improve the efficiency of the process. The proposals had also been updated to reflect detailed legal advice on the definition of professional misconduct. Council was advised that, following discussion at the RPP meeting, an additional proposal has been included to reduce the Council quorum from 11 to 7 members, broadly aligning PSI with comparable regulatory bodies. Council discussed the proposed power to require a complainant to verify information by affidavit or provide further information. It was clarified that this verification mechanism already exists and has been used rarely and sparingly. Members mooted issues regarding the potential cost to complainants and the need to safeguard equitable access to the complaints process. It was confirmed that there was no proposal to introduce a general charge for making a complaint. Council also discussed the governance, accountability, operational and resource implications of transferring fitness to practise functions from Council to statutory committees. Council requested that an impact assessment and a dedicated discussion be scheduled when the likely form of the legislation is clearer. Council was advised that the Department was currently awaiting the final proposals and seeking approval to commence drafting through its relevant processes. Council was advised that it will be provided with regular updates on the progress of the legislation and will at the appropriate stage give full consideration to any governance and/or operational implications. It was agreed that

this could be considered at the March training and development day, supported by relevant expertise.

Following discussion, Council approved the updated policy proposals on reform of the Pharmacy Act and the fitness to practise processes for submission to the Department of Health.

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, the Updated Policy Proposals on Reform of the Fitness to Practise Processes.

Agenda Item 7.7 – Annual Reports from the new MPharm Programme Providers (ATU, University of Galway and SETU)

Issue
Annual Reports from the new MPharm Programme Providers (ATU, University of Galway and SETU)

Information
Council was advised that the Annual Reports from the new MPharm Programme Providers, ATU, University of Galway and SETU had been received. The Accreditation Team Chair confirmed that the reported developments are consistent with what is expected at this stage for each of the programmes. The Chair noted that both ATU and University of Galway are in year two and SETU is in year one of their programmes.

Decision Approved and/or Action Requested
Decision Approved: There was no decision for this item.

Agenda Item 8. Performance and Resources Committee

Agenda Item 8.1 – Report to Council from the Performance and Resources Committee.

Issue
Report to Council from the Performance and Resources Committee.

Information
Council received an update from the Performance and Resources Committee. In addition to the items for approval, Council was advised that the Committee had received updates on TCQR and PSI's preparations for NIS2. Although PSI has not yet been designated a

National Competent Authority, preparatory work has commenced in anticipation of this designation.

Decision Approved and/or Action Requested
Decision Approved: There was no decision or action arising from this agenda item.

Agenda Item 8.2 – Approval of Management Accounts to 30 June 2026, plus High-Level Forecast

Issue
Approval of Management Accounts to 30 June 2026, plus High-Level Forecast

Information
Council reviewed the Management Accounts to 30 June 2026. Council was advised that, alongside the Management Accounts, the Committee had received a year-end outturn, which provided a clear indication of the projected budget versus actual position for the year. A further outturn will be provided alongside the Quarter Three Management Accounts. Following discussion, Council approved the Management Accounts to 30 June 2026.

Decision Approved and/or Action Requested
Decision Approved: The Council approved the Management Accounts to 30 June 2026, by consensus.

Agenda Item 8.3 – Funding Drawdown for the Business Transformation Programme

Issue
Funding Drawdown for the Business Transformation Programme.

Information
Council was advised of the additional funding requirements for Phase Three of the Business Transformation Programme (BTP), as outlined by the Registrar. Council noted the additional organisational benefits associated with Phase Three and approved the associated funding drawdown to enable Phase Three to proceed.

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, the funding drawdown for Phase Three of the Business Transformation Programme.

Agenda Item 8.4 – Annual Review of Environmental Policy

Issue
Annual Review of Environmental Policy.

Information
Council was advised that, in line with policy, the Environmental Policy had been updated. The updates were minor, mostly editorial. Following discussion, Council approved the updates to the Environmental Policy.

Decision Approved and/or Action Requested
Decision Approved: Council approved, by consensus, the updated Environmental Policy.

Agenda Item 9 – AOB

Issue
AOB

Information
There was no AOB

Decision Approved and/or Action Requested
Decision Approved: There was no decision or action from this agenda item.

The meeting concluded at 10.15

Signed by

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Chair **Date**