

MINUTES

A Meeting of The Pharmaceutical Society of Northern Ireland was held at 7:00 pm on Thursday 15th April 2010, in the Society House, 73 University Street, Belfast. BT7 1HL

Present

Ms A Bowen (President)
Mr M Nelson (Vice-President)
Mr P Kelly (Hon. Treasurer)
Mr R Anderson
Mrs R Tasker
Prof J McElroy
Ms A McCollum
Prof P McCarron

In Attendance

Mr T Patterson (Chief Executive)
Mr B Kerr (Registrar)
Mr M Neale (Head of Public Affairs)
Mrs N McGarrell (Clerical Officer)

Apologies

Prof G Linden
Dr G Fleming
Mrs H Buchanan
Mrs J Hughes
Dr L Byers
Mrs M Singleton
Prof D Woolfson

Public Attending

1. Introduction and Welcome, Apologies.

The President welcomed everyone to the meeting and presented the apologies of those who were unable to attend.

2. Minutes of the Council Meeting of 25th March 2010

i. Matters of Accuracy

Prof P McCarron and the Chief Executive highlighted matters of accuracy recorded in last month's Council minutes.

Mrs N McGarrell will amend the minutes to reflect the changes.

ii. Adoption of Minutes

March's Council minutes were proposed by the Vice-President, seconded by Mrs R Tasker and agreed by Council.

iii. Matters Arising

All actions completed.

3. Tabling of Any Other Business

None.

4. Correspondence

The incoming correspondence log – 26.03.10 to 15.04.10 was included in Council packs for information.

The Chief Executive noted to the Council on a letter in the correspondence file relating to a complaint made against the Society. This matter was investigated by the CE and no further action was recommended.

i.&ii. This issue is covered in the Finance and House Committee report.

The President highlighted the issue of the Chemicals (Hazard Information and Packaging) Regulations (CHIP) consultations apparently not being received at the Society.

ACTION: Mr R Price to contact the Health & Safety Executive to highlight this issue and to request that they include the Society in their distribution list.

5. Staff Reports

(i) Director's Report

The Chief Executive noted that due to the short period of time which had elapsed since the last Council meeting and the Easter holidays, his report would be brief.

White Paper Work

The Society awaits a response to its solicitor's letter regarding the granting of additional sanctions to the Statutory Committee.

Confidence in Care

The next meeting is scheduled for 27th April 2010. There will be an update at the May Council meeting.

Key Engagements

The Chief Executive updated Council on meetings he had attended since Council last met.

Priorities

An updated spreadsheet of priorities was included in Council information packs.

CHRE

This subject will be covered in item six of the agenda.

Professional Forum

The Head of Public Affairs will provide an update during his report.

Revalidation

The documentation is on the PSNI website. One or more agencies have been contacted and advised to visit the website with a view to submitting a proposal.

(ii) Head of Public Affairs Report

Assembly Issues

The Chair and Vice-Chair of the Health Committee remain unchanged as Jim Wells and Michelle O'Neill respectively.

Media

There was media interest in the free prescription charges which became effective from 1st April 2010 – The President made a statement on this issue – and the Mephedrone issue. The Registrar was also interviewed on U105 regarding free prescriptions.

Professional Forum Manager

Mrs Julie Greenfield has been appointed as Professional Forum Manager and will commence employment on Tuesday 4th May 2010.

Meetings

The Head of Public Affairs updated Council on meetings he had attended since Council last met.

(ii) Registrar's Report

High Court Appeal Mr Stephen Twibill

The Registrar updated Council on the High Court ruling that Mr Twibill was removed from the register on 26th March 2010. The High Court judgement is now available on the PSNI website.

Statutory Committee 12th April 2010

The Registrar updated Council on the outcome of a Statutory Committee case which took place on 12th April 2010, the pharmacist was not removed from the register. The outcome is detailed on the PSNI website He noted that there were substantial learning points derived from this hearing.

Statutory Committee 13th May 2010

The Statutory Committee are to meet on 13th May 2010 to consider a new case.

Scrutiny Committee 16th April 2010

The Committee will meet to consider one single case on 16th April 2010.

Mr R Anderson highlighted the need for relevant information arising from FTP cases to be supplied to all pharmacists. The Registrar noted that his aim was to be able to produce a learning points paper for dissemination to all pharmacists after the current group of Statutory Committee meetings. This issue will also be addressed through the Society's newsletter. The Registrar stated that he would give continuing consideration as to the most appropriate way to do this generally.

6. CHRE Performance Review Draft Report – Motion to Council

The Chief Executive updated Council by running through the tracked changes in CHRE's Performance Review Draft Report for 2009/10. He noted that the report was now technically accurate and asked Council members if they had any issues or questions surrounding the report.

Mr R Anderson noted that he would like Council's appreciation of the work that had gone into this process by the Office put on record.

The Chief Executive thanked Mr Anderson and stated that the Policy Advisor's contribution was extremely important to this process and had played a significant part in achieving the very satisfactory outcome.

Council were then asked to agree the content of the tracked change draft report dated April 10th for publication by CHRE.

This motion was proposed by Mr R Anderson, seconded by the President and agreed by Council.

7. Vacancies Created by Dr Kate McClelland's Retirement from Council

A discussion on the issue of nomination to the NICPLD Committee was held, following advice that membership was due for review in June 2010.

It was decided that Dr K McClelland be contacted to ask if she would be prepared to remain on the NICPLD Committee until June 2010 and then re-nomination could occur at the July Council meeting, reflecting any necessary changes.

<p>ACTION: Mr R Anderson to contact Dr K McClelland to ask if she would be prepared to remain on the NICPLD Committee until June 2010.</p>

A discussion then evolved around representation of Council members on the NICPLD Committee. Council stated that terms of reference regarding who is representing and in what capacity they are attending was needed. It was decided that Council members attend as individuals and do not represent the views of the Society but should submit a report to Council on relevant matters.

A discussion arose around returning onto the register and the training costs associated with this. Distance learning was mentioned as a possible help in the way forward. It was decided that a framework was needed and that it was appropriate for some discussion between the Registrar and the NICPLD Committee.

ACTION: The Registrar to meet with the Society's Council nominees – Ms Jacqui Dougan, Mrs R Tasker and Dr K McClelland – regarding issues to be discussed and strategies to be decided. The meeting will take place in Society House, a few hours in advance of the next NICPLD Committee meeting.

8. Report from Committee Meetings:

(i) Education Committee

The last meeting of the Education Committee was held on 3rd March 2010. The date of the next meeting is 12th May 2010.

(ii) Finance and House

The Honorary Treasurer updated Council on the main points of the last Finance and House Committee meeting and presented three motions to Council. (Report was included in packs for details). The Chief Executive provided additional detail and highlighted the fact that although income was frozen at 09/10 levels, significant additional activity would take place in 10/11 for which funding would be provided through savings in expenditure included in the budget and via project work, funded from reserves.

Motion One:

This Council approves the financial plan for 2010/2011 and associated business plan.

Council agreed to approve the financial plan and associated business plan subject to minor amendment to wording on the business plan.

This motion was proposed by Prof P McCarron, seconded by Prof J McElnay and agreed by Council.

ACTION: Mrs N McGarrell to update the Business Manager with the amendments to the wording of the business plan.

Motion Two:

This Council approves the procurement of a corporate life assurance policy (death in service) covering all staff at an annual cost of £958 as per quotation presented.

The current economic situation was discussed along with the obligations that Council, as a responsible employer, would have in the unfortunate event of a serving staff member passing away. A vote was then taken. There was no opposition to the motion and one abstention.

This motion was proposed by the Honorary Treasurer, seconded by Mrs R Tasker and agreed by Council.

The Twibill appeal was then discussed by Council.

Motion Three:

<p>This Council approves the date for the Annual General Meeting (AGM) to be Thursday 30th September 2010 at 7.15pm.</p>
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This motion was proposed by the Honorary Treasurer, seconded by the President and agreed by Council.

The minutes of the Finance and House Committee were proposed by the Honorary Treasurer, seconded by the President and agreed by Council.

(iii) Legislation, Standards and Practice Committee meeting

Ms A McCollum provided a verbal update of the last Legislation, Standards and Practice Committee meeting which was held on 14th April 2010. This meeting convened to discuss the General Legal Requirements – A guide for pharmacists in Northern Ireland 2010 Edition.

The minutes of this meeting will be brought to the May Council meeting.

9. Recent and Coming Events

All events were detailed in the circulated agenda.

10. Any Other Business

None.

11. Date of Next Meeting

Thursday 20th May 2010.

The Council meeting concluded at 9.05pm