

**Minutes of the Council Public Meeting
 Remote – Via Zoom
 On Tuesday, 31 January 2023 @ 09:30**

	<p>Agenda Item - Present</p>	<p>Council Members: Dr Geraldine O’Hare (President) Mr Jonathan Patton (Vice President) Prof Patrick Murphy Mr Brendan Garland Ms Carol Moore Mr Philip Knox (Remote) Ms Colleen Duffy (Remote) Mr Barry Mimmagh Mr Scott Gill Mr Gary McMurray</p> <p>Visitors: Ms Siobhan Carson – PSA Mr Christopher Pawluczyk - PSA Ms Jenda McSwiggan – Boardroom Apprentice</p> <p>In Attendance: Ms Michaela McAleer (Chief Executive) Ms Laura Hughes (Registrar & Director of Regulation) Ms Joan Duffy (Director of Business Operations) Mr Mark Neale (Director of Public Affairs) Mr Peter Hutchinson (Policy Standards & Engagement Lead) Mr Ryan Duffy (Project Manager) Ms June Alexander (Executive Assistant)</p>	<p>Apologies Mr Mark McCrudden Ms Alison Ragg Ms Chanel Jones</p>
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1.0	Welcome & Apologies	<p>The President welcomed Council members to the meeting, given this was the first Council meeting of 2023, wished all present a Happy New Year.</p> <p>The following guests were welcomed:</p> <p>Siobhan Carson & Christopher Pawluczyk, PSA; and Jenda McSwiggan, Boardroom Apprentice</p> <p>Apologies were accepted from Council members Mark McCrudden, Alison Ragg and Chanel Jones.</p> <p>The President then welcomed the organisation's new Chief Executive, Michaela McAleer, to her first Council meeting. The CEO remarked that she was delighted to meet Council members and was looking forward to leading the organisation through a period of significant change.</p>	
2.0	Deputations	The President was in attendance throughout. No deputation required.	
3.0	Conflicts of Interest	No conflicts of interest were raised.	
4.0	Tabling of Any Other Business	No other business was tabled.	

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5.0	Minutes & Key Actions from last meeting For Approval	<p><u>Minutes:</u></p> <p>A correction at 6.2 (Committee Name) was noted and Council approved and adopted the Minutes of the Public meeting of 22 November 2022 as a true and accurate record of events.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Key Decision / Action: Council approved and adopted the Minutes of the Public meeting of 22 November 2022 as a true and accurate record of events.</p> </div>	<p>Proposed by: Carol Moore Seconded by: Barry Mimmagh</p>
6.0	President's Report For Information	<p>The President updated Council as follows:</p> <ul style="list-style-type: none"> • The President had invited the Chief Pharmaceutical Officer NI, Cathy Harrison, to join Council at its March 2023 meeting. The President noted that it was her intention to invite Cathy to Council meetings at least once a year. • Council members were thanked for making time to meet individually with the President. • A meeting had been arranged with the CEO of RQIA and the President and CEO would be scheduling regular meetings with other regulators. • The President noted that Prof Mike Scott had been awarded an OBE in the New Year's Honours List and she had sent him a letter of congratulations on behalf of Council. 	

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	President's Report (continued)	<ul style="list-style-type: none"> • The President advised of an upcoming meeting with the Chair of GPhC, Gisella Abbam, at the end of the week. • The CEO and President were meeting with Pharmacy Forum after the Council meeting. • Meetings were being scheduled, in alternate months commencing March 2023, between the CPO, President and CEO. The President will provide updates to Council on relevant matters. • A meeting has been arranged to meet with the CEO and Chair of NISCC. • The President thanked the Chairs of the Audit & Risk and Finance & Performance Committees for allowing her to observe their recent committee meetings. • The President directed Council's attention to her email of 18 January, within the agenda papers, in relation to the CPANI mentoring scheme and asked members to respond, if they wished to participate, by 06 February. 	
7.0	CEO's Report For Information	<p>The CEO firstly thanked the members of the PSNI team, including Pharmacy Forum colleagues, for making her so welcome since she took up post. She updated Council as follows:</p> <ul style="list-style-type: none"> • The CEO had been focussing on the vast range of areas which encompass the organisation's work. She noted the changes and progressions in the profession including the Pharmacy Workforce Review, Education Reform, Pharmacy Technicians, etc, all of which were very important. There were increasing demands in pharmacy services and it was important that there was focus on pharmacists' capacity and wellbeing. 	

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	CEO's Report (continued)	<ul style="list-style-type: none"> In relation to regulators' meetings, the CEO noted that it was important that the organisation work with them and share learning. She had the opportunity to meet with PSA and learn about the process for reviews. In relation to the extant Corporate Strategy, the CEO advised that there would be a series of meetings between the organisation and the Department to take forward various workstreams against the organisation's goals. 	
8.0	Quality Assurance of the Foundation Training Year For Information	<p>The Registrar directed Council's attention to the agenda paper which would reacquaint Council to what it had approved, the current situation and the pathway for NICPLD.</p> <p>The paper summarised the outputs from the assurance meeting with NICPLD.</p> <p>The Registrar confirmed that the organisation was satisfied that proper arrangements were in place and that the infrastructure was being implemented to lay the groundwork for the future and the transition stage to full implementation was underway. It was expected that the move to the full accreditation scheme would be complete by 2025.</p>	
9.0	Report on Progress Against Strategy For Information	<p>The CEO directed Council's attention to the Executive Summary and full report and took Council through the objectives and put Council on notice where the RAG rating had changed since the last Council meeting.</p> <p>Goal 1(b) – Policy Agreement with DHSC had not been secured in a number of key workstreams as they require legislative reform. Completion by May 2023 was, therefore, unachievable. The organisation was not in a position to forecast the timeframe.</p>	

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	<p>Report on Progress Against Strategy (continued)</p>	<p>Goal 1(c) – A notification had been received from the Department in relation to the delay to the planned registration of Pharmacy Technicians. Council was advised that there was mounting pressure in the Department in relation to delays caused by the lack of an Executive. The Department was aware that the infrastructure had to be in place to register Pharmacy Technicians. The organisation was very active in this space and the Registrar and CEO were pressing the Department. There was the possibility of a project board which was reassuring.</p> <p>However, completion would need to move out by one year which was realistic. Council was assured that the organisation was continuing to progress what it could where it believed it was worthwhile but was aware that things could become outdated very quickly.</p> <p>Goal 1(f) – No implementation in relation to the Premises Standards. The organisation had been informed by the DoH that its IT solution would take approximately 18 months. Given this delay, the organisation could not proceed further and Council was advised that it would have a detrimental impact on further standards work.</p> <p>The Registrar advised that, in relation to Pharmacy Technicians, enabling powers would be required before a policy could be written. The CEO would co-chair the project board and it would bring that work forward and when the enabling powers were in place the organisation would be able to start work on the FtP processes. There was no timeframe for when the legislation would be in place. However, the organisation was continuing to work of creating entry routes for Pharmacy Technicians.</p>	

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	Report on Progress Against Strategy (continued)	It was noted that many aspects were not within the control of the organisation. However, it was recognised that all delays posed a risk to the organisation's reputation and to public safety and the end goal still remained Council's responsibility.	
10.0	Any Other Business For Information	No other business had been tabled.	
11.0	Date of Next Council Public Meeting	The President thanked guests for their time and advised that the next Public Council meeting was scheduled for 09:30 on Tuesday, 21 March 2023. The venue would be confirmed to Council members at a later date.	

The Meeting closed @ 10:00 – to reconvene in In Committee at 10:15.