Pharmaceutical Society NI

**MINUTES**

**Public Council Meeting**

**Tuesday 23 September 2025**

**10.00 am, MDEC Craigavon Area Hospital**

**Present:**

Council:

Dr Geraldine O'Hare (President)
Mark McCrudden (Vice President)
Alison Ragg
Barry Mimnagh
Brendan Garland
Scott Gill
Anne Henderson
Lee Wilson
Philip Knox

PSNI:

Canice Ward (Chief Executive Officer)
Joan Duffy (Director of Business Operations)
Laura Hughes (Registrar/DR)
Stephen Moohan (Transformation and Governance Lead)
David McCann (Head of Regulatory Strategy)

**In Attendance:**

Abdul-Rahman Lawal (PSA)
Jackie Murray (Minutes)
Steve Wright (PSA)
Niall Bakewell (Communications Officer)

Observers

Gerard Greene (CPNI)
Michael Guerin (CPNI)
Richard Garvey (CPNI)

**Apologies:**

Siobhán Caslin
Gary McMurray
Philip Knox

| Opening Items | Notes | Actions |
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| **1. Welcome and Apologies** (President) | GOH thanked everyone for attending and welcomed those attending (names above) in an observer capacity at the venue and online.<br><br>GOH advised that the meeting had been preceded by opening remarks from Eileen Mullan (Chair of SHSCT) and Steve Spoerry (Interim Chief Executive of SHSCT) which was then followed by a presentation on pharmacy from Ann McCorry (Trust Head of Pharmacy). | |

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| | The opening remarks and presentation had formed part of the Society's Centenary Year arrangements which, following this meeting, will also include a visit to the Trust's Pharmacy Department and to a Community Pharmacy.<br><br>GOH welcomed Laura Hughes (Registrar/Director of Regulation) to her first Council meeting upon her return from maternity leave. | |
| **2. Deputations** (President) | The President was in attendance for the full meeting therefore no deputations required. | |
| **3. Conflicts of Interest** (President) | There were no Conflicts of Interest declared. | |
| **4. Tabling of Any Other Business** (President) | There were no tabled items of business. | |
| **Items for Approval** | | |
| **5. Draft Minutes of the Previous Meeting** (President) | The draft Minutes of the previous meeting held on 29 July 2025 were agreed as an accurate record of the meeting.<br><br>**Proposed by BG / MMcC / Show of Hands** | |
| **6. Action Log** (President) | The items in the paper were discussed and the log will be updated accordingly and outstanding actions progressed for the next meeting.<br><br>**Proposed by BG / Seconded by MMcC / Show of Hands** | |
| **7. Committee Membership Rotation** (President) | Committee Membership is due for review every four years and GOH had circulated a paper with suggested renewals to the Chair, with Deputy Chair positions when the current Chairs tenures end. The following appointments were agreed:<br><br>ARC Chair – Brendan Garland / ARC Deputy Chair – Lee Wilson | |

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| | FPC Chair – Anne Henderson / FPC Deputy Chair – Siobhán Caslin<br><br>HRC Chair – Scott Gill remains in position to 2028 / HRC Deputy Chair – Alison Ragg<br><br>When the three vacant posts are filled, Committee Membership will be populated further.<br><br>**Proposed by BM / Seconded by AH / Show of Hands** | |
| 8. **Council / Committee Schedule 2026** (President) | GOH presented the Council meeting dates for 2026 which have been arranged on a quarterly basis and an additional date for a Board Effectiveness session for Members.<br><br>The plan is to schedule Committee dates to align with the quarterly Council meetings and Chairs/Members will be contacted to have their relevant timetables confirmed. | **PC65: JM to agree dates with Committee Chairs and bring paper back to November meeting** |
| 9. **MPharm Reaccreditation Part II** (Registrar/DR) | LH presented the paper informing Council of the reaccreditation events for MPharm at Queen's University and Ulster University Part 2 in March 2025, and the decisions made by the accreditation team.<br><br>Further to review, Council ratified the accreditation and directed that the Chief Executive Officer write to both QUB and UU. | **PC66: CW will write to QUB / UU to detail the outcomes and decisions** |
| 10. **Fitness to Practise Committee: appointments and resignations** (DBO) | Council approved the proposed appointments from the reserve list to the Statutory Committee main list:<br>- Alex Coleman (legally qualified chair)<br>- Dr Chris Spence (registrant member)<br>- Michael Copeland; Barbara Stuart, Derek McFaul (lay members)<br><br>**Proposed by BG / Seconded by MMcC / Show of Hands**<br>Council noted the following resignations: | |

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| | - Statutory Committee Deputy Chair Alan Hunter<br>- Statutory Committee Registrant Member Paula McMaster<br>- Scrutiny Committee Lay Member Jennifer Knappe.<br><br>Further to a query from a Member, JD will ascertain what checks are made to ensure members remain eligible for reappointment and how many times Reserve Panel Members have attended hearings. | <br><br><br><br>**PC67: JD will provide report for November meeting** |
| **11. Consultations Update** (CEO) | CW provided an overview of work on current consultations and we plan to respond formally to the following consultations:<br><br>- Extending Medicines Responsibilities for Allied Health Professionals<br>- Extending Medicines Responsibilities for Optometrists and Contact Lens Opticians<br>- Amendments to Regulations to Support Vaccine Supply and Deployment<br>- Private Non-NHS Prescribing<br><br>GOH and Members agreed this was a helpful update and Council will be asked to contribute to responses when relevant and will also have sight of relevant responses. | <br><br><br><br><br><br><br><br><br><br>**PC68: Consultations Update to be a quarterly paper** |
| **12. Overarching Action Plan** (CEO) | Further to a request at a previous Council meeting, CW presented a Priorities paper and Overarching Action Plan. The Action Plan incorporated the items being progressed from the PSA, EDI and Culture Action Plans.<br><br>Members agreed having all the Actions listed in one document was very helpful and for future versions, the areas of priority for each plan and the list of actions not being progressed will be included. | <br><br><br><br>**PC69: Revised format for future agendas** |
| **13. Fitness to Practise Update** (Registrar/DR) | LH presented the monthly update for August 2025.<br><br>Members were impressed by the number of cases (19) closed since the July report. | |

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| | Further to a query from a member regarding following up on third party delays, LH confirmed that in line with the Communication Policy, monthly updates are sought from the third party and an update is provided to the registrant every three months.<br><br>Members also agreed that the format and breakdown of detail in this paper would be preferred to the presentation of the FtP Dashboard and there may not be a need for both documents to be presented.<br><br>LH advised the forthcoming FtP training on 5-6 November 2025 will include the recently appointment members (33) and this will improve the frequency of scheduling going forward. | <br><br><br><br><br><br><br><br>**PC70: an update paper on training will be provided to the November meeting** |
| **14. Internal Audit Report 2024-25** | Discussion on the Internal Audit Reports had been deferred to the Private meeting due to the restricted content of the papers. | |
| **15. PSA Action Plan** (DBO) | The paper was noted. | |
| **16. Equality, Diversity and Inclusion Action Plan** (DBO) | The paper was noted. | |
| **17. Cultural Action Plan** (DBO) | The paper was noted. | |
| **18. Performance Dashboards (PSA Q1)** (DBO) | The Dashboards for April – June 2025 were presented.<br><br><u>FtP</u> - further to the previous discussion at item 13 regarding the level of detail provided in the FtP monthly report, it was agreed that a more streamlined version of the FtP Dashboard would be presented going forward.<br><br><u>ROL/IT</u> – further to a query regarding the issue with Broadband access and charged incurred by the provider, JD will report back via ARC.<br><br>The Registration, CPD and Complaints Dashboards were noted. | <br><br>**PC71: FtP Dashboard to be reformatted**<br><br><br><br><br>**PC72: JD to report via ARC** |

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| **19. Communications and Engagement Update** (Comms Officer) | Members commented on the useful report and in particular updates on upturn in engagement; news story on CPD; consultation engagement. | |
| **20. President's Update** | GOH provided an update on recent engagement and also referenced the forthcoming events on afternoon tea for past Presidents, Vice Presidents and Fellows on 18 November 2025. There will be an exhibition open that afternoon for those attending to show documents and artefacts. | |
| **21. Chief Executive Officer's Update** | CW passed on thanks to Ann McCorry for hosting Council and Staff today and is looking forward to meeting staff at the hospital pharmacy department.<br><br>The recent event hosted by the Society with NICPLD and the GPhC on FTY/CRA had been very well received . | |
| **22. Council Work Plan** (President) | The document was noted. | |
| **23. Any Other Business** | There were no further items of business | |
| **24. Date of Next Meeting** | Tuesday 18 November 2025 at 10.00 am. | |