

Summary minutes of the meeting of the Medical Council held in person on the 9th May 2023 in the Chartered Accountants House, Dublin 2.

MEMBERS PRESENT – 7th May 2023

Dr Suzanne Crowe (President)
Dr Anthony Breslin
Ms Vicky Blomfield
Ms Teresa Bulfin
Ms Marie Culliton
Dr Mary Davoren
Mr John Gleeson
Mr Paul Harkin
Dr Orla Kelly

Ms Jill Long
Dr Michael McGloin
Prof Joe McMenamin
Dr Aoife Mullally
Dr Margaret O’Riordan
Mr Jim O’Sullivan
Prof Mary O’Sullivan
Prof Edna Roche

APOLOGIES

Dr Thomas Crotty (Vice-President)
Mr Ian Drennan
Prof John Hyland

Mr Bill Maher
Mr John Murray
Mr Ronan Quirke

In attendance - In Person

Mr Leo Kearns (CEO)
Ms Johanna Morris (General Council)
Ms Jantze Cotter (Director of Professional Competence & Research)
Mr William Kennedy (Director of Legislative Affairs, Solicitor)
Ms Mairead Britton Doyle (Director of Fitness to Practise, Solicitor)
Ms Katie Mulroy (Director of Investigations & Complaints, Solicitor)
Ms Ann Curran (Head of Registration)
Ms Roseanne Fox (Head of Finance)
Mr Alan Gallagher (Head of Communications)
Ms Lorna Purcell (Head of Corporate Governance & Secretary to Council)
Ms Fiona Redmond (Chief Risk Officer and Governance & Compliance Manager)
Ms Jan Fitzpatrick (Corporate Governance & Council Manager)
Mr Michael Ryan (Corporate Governance & Council Executive)
Ms Mellisa Tierney (Corporate Governance & Council Executive)
Ms Gillian Foy (Corporate Governance & Council Executive)
Ms Magda Grejć (ICT Systems Administrator)

Note – all references to ‘the Act’ shall be construed as references to the Medical Practitioners Act 2007 unless otherwise stated.

CEO's Business

CEO Report

The CEO gave a high-level overview to Council of the CEO's report, covering the following sections:

1. CEO Report
2. BP Report 2023
3. Key Metrics & Data
4. Q1 Management Accounts March 2023
5. ICT Landscape
6. EU Proportionality Directive
7. Legal Expenditure

Council discussed this issue at length with many areas being highlighted as possible issues going forward. Council noted the remainder of this report.

Kingram House

This matter was presented to Council. Ms Cotter gave a detailed update of the refurbishments carried out in Kingram House, including the final account carried out by Currie & Brown Limited. The CEO thanked Ms Cotter for all her hard work and dedication on what proved a difficult task, noting that all timeframes were met during the course of the works and with relocating back to Kingram House.

Organisation Design Project Update

The CEO gave a high-level update on the Organisation Design Project including an update of the Drop in Clinics, where employees were encouraged to raise questions or concerns they had around the new ODP. The CEO also gave a status update as of May 2023, outlining the approach for the detailed Organisation Design, workstreams, timelines and ownership of various segments based on each Department.

Extension of Retention Refund Scheme

This matter was presented to Council by Ms Curran. Council was asked to approve the proposal that:

- a) the fee reduction of 50% for doctors on maternity leave that was applied on a pilot basis by Council in 2022 should be continued on a permanent basis
- b) a fee reduction of 50% will be applied to doctors on adoptive leave in accordance with the process outlined herein; such provision to commence from July 1 2023
- c) a fee reduction of 50% will be applied to doctors on surrogacy leave in accordance with the process outlined herein; such provision to commence from July 1 2023
- d) a fee reduction of 50% will apply to doctors on long term sick leave in accordance with the process outlined herein; such provision to commence from July 1 2023
- e) Council will be provided with an annual report on these matters for consideration of the efficacy of these provisions and potential amendments or further extensions

Having considered the matter carefully, Council approved the Extension of Retention Refund Scheme.

Waiving of Annual Retention late fee

This matter was presented to Council by Ms Curran. Council was asked to consider waiving the late retention fee for doctors as set out in the accompanying memorandum.

1. Memorandum of Information – Waive Late Payment Fee

Having considered the matter carefully, Council approved this matter to waive annual retention late fee and revisit a more optimal process next year.

Annual Report 2022

The Annual Report was presented to Council by Mr Gallagher. Council was asked to approve the first draft of the 2022 Medical Council Annual Report and Financial Statements. Council was informed the report will cover highlights of 2022, including Financial, CEO and Presidents reports.

Having considered the matter carefully, Council approved the first draft of the annual report, provided the suggested edits were added.

Risk Report

This matter was presented by Ms Redmond, Chief Risk Officer, to Council. Ms Redmond presented the following to Council:

1. The Q2 Red Risk Register
2. The Q2 Risk Register -Amber and Green Risks

Having considered the matter carefully, Council approved the Risk Report.

Committee Reports

Audit & Risk Committee

The report of the Audit & Risk Committee meeting held on 25th April 2023. Council was advised that there were

1. two matters for approval by Council, i.e., (draft financial statements for the year ended 31 December 2022 and the Practitioners' Health Matters Programme), and
2. three matters for noting by Council

Having considered the matters, Council approved the draft Financial Statement. Council agreed to postpone any decision on the Practitioners' Health Matters Programme until the presentation of the final Financial Statement for 2022.

Ethical Guide – update on Revision of the Guide

This matter was presented to Council by Ms Healy. Council was informed that there was a requirement for the organisation to produce a general guidance to registered practitioners outlining high level values and principles, including professional conduct, ethics, consent, confidentiality and continuity of care. Council was also informed that the guide will also cover regulatory requirements such as indemnity. Council members were invited to comment or make suggestions on what should be included in the Guide.

Council discusses the draft guide and thanked Ms Healy for the committee and her work to date on the draft Guide.

Health Committee

The report of the Health Committee meeting held on 19th April 2023 was presented to Council.

Council approved the report of Health Committee.

Monitoring Committee

The report of the Monitoring Committee meeting held on 20th April 2023 was presented to Council.

Council approved the report of Monitoring Committee.

Review of plan for development of new Statement of Strategy

This matter was presented to Council by Mr Gallagher. Council was updated on the Statement of Strategy 2024-2028 that will be required to be completed within six months of the start of the new term of Council commencing on the 1st June 2023. Council was informed of the legislative basis for having to develop the strategy as well as being informed of the five phases for its development and the next steps for the project to commence.

Council noted contents of presentation and agreed to the formation of a working group drawing on expressions of interest from Council members.

Medical Council Panels – Extension of Appointment

Ms Fitzpatrick presented this item to Council. Council was informed of the background regarding the Committee Appointment Duration. Council was requested to consider the proposal as set out in the memorandum below and approve the extension of membership of Medical Council Panels for one year, up to 31st May 2024.

1. Memorandum of Information - Extension of Membership of Medical Council Panels.

Council approved the extension of Membership of Medical Council Panels for one year, up to 31st May 2024.

Reports from Committees

The below reports were included in the brief for noting by Council. Council was advised that the full reports were available on Decision Time

- Report of the Education and Training Committee (ETC) meeting held on 29th March 2023
- Report of the Registration and Continuing Practice Committee meeting held on the 23rd March 2023

Any Other Business

No other business was raised.

The in-person meeting concluded at 15.15pm for the day, it resumed on the 10th May 2023 at 9.00am, for Day 2 – Regulatory, held virtually.