Summary Minutes of the meeting of the Medical Council, held virtually on 16th & 17th June 2021 through Zoom Meeting App.

MEMBERS PRESENT – 16th June 2021

Dr Suzanne Crowe (President)
Dr Thomas Crotty (Vice President)
Ms Vicky Blomfield
Ms Teresa Bulfin
Mr Ian Drennan
Mr John Gleeson
Mr Paul Harkin
Prof John Hyland
Prof Marina Lynch
Dr Michael McGloin
Prof Joe McMenamin
Dr Aoife Mullally
Mr John Murray
Dr Margaret O'Riordan
Prof Mary O'Sullivan
Mr Ronan Quirke
Professor Edna Roche

APOLOGIES

Dr Anthony Breslin
Dr Mary Davoren
Prof Paul Finucane
Ms Jill Long
Dr Erica Maguire
Mr Joe O'Donovan
Mr Jim O'Sullivan

In attendance
Mr Leo Kearns (CEO)
Mr Philip Brady (Director Strategic Projects & Registration)
Mr Damian Downes (Director of Corporate Services)
Ms Lorna Purcell (Head of Corporate Governance & Secretary to Council)
Mr William Kennedy (Director of Regulation, Solicitor)
Ms Jantze Cotter (Director of Professional Competence & Research)
Ms Úna O'Rourke (Director of Education & Training)
Ms Katie Mulroy (Head of Investigations & Complaints; Solicitor)
Ms Johanna Morris (General Counsel)
Ms Ruth Rock (Head of Investigations & Complaints; Solicitor & Legal Advisor)
Mr John Sidebottom (Head of Inquiries, Health and Monitoring)
Ms Ann Curran (Head of Registration)
Ms Ciara McMorrow (Head of Procurement & Facilities)
Ms Roseanne Fox (Head of Finance)
Mr Alan Gallagher (Head of Communications)
Mr Colin Cooper (Head of ICT)
Ms Marion Mitchel (Head of HR)
Ms Aoife Fitzsimons (Head of Quality Improvement, E&T)
Ms Beth Bolger (Complaints & Investigation Manager)
Ms Taylor Bates (Health & Monitoring Executive)
Ms Jan Fitzpatrick (Corporate Governance & Council Manager)
Ms Kate Zalewska (Corporate & Council Officer)

MEMBERS PRESENT – 17th June 2021

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Ms Teresa Bulfin
Mr Ian Drennan
Mr John Gleeson
Mr Paul Harkin
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Prof Marina Lynch
Dr Michael McGloin
Prof Joe McMenamin
Mr John Murray
Prof Mary O'Sullivan
Mr Ronan Quirke
Professor Edna Roche

APOLOGIES

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Ms Katie Mulroy (Head of Investigations & Complaints; Solicitor & Legal Advisor)
Ms Ruth Rock (Head of Investigations & Complaints; Solicitor & Legal Advisor)
Mr Kevin Walsh (Solicitor & Legal Advisor)
Ms Treasa Walsh (Solicitor & Legal Advisor)
Ms Jan Fitzpatrick (Corporate Governance & Council Manager)
Ms Kate Zalewska (Corporate & Council Officer)
Ms Beth Bolger (Complaints & Investigation Manager)
Mr Rob Watson (Case Officer)

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

The President welcomed the newly appointed Council members; Dr Margaret O'Riordan, Mr Ronan Quirke and Professor Edna Roche. Mr Kennedy gave a short presentation to the new members on the role of the Medical Council and related functions under the Act. It was agreed that in advance of each Committee report, the Chair of the Committee would provide a short overview of the work of the Committee.

CEO'S Business

CEO report

The CEO advised Council that good progress was being made on the development of the remote hearings platform. It was noted that a mock hearing would be held next week to test the system. It is intended that full remote hearings would commence in the latter half of July, through a panel firm, and the tender process for a Medical Council Remote Hearing Platform was ongoing. The CEO then advised Council that the entirety of his report was available as part of the Council Brief, and unless there were any questions, he would present to Council an update on the development plan for the Medical Council.

The CEO informed Council that since joining the Medical Council he has been conducting a review of the organisation and had developed an overview of priorities for action, set out under the following themes:

- Governance & Strategic Alignment
- Operational Performance
- People
- Stakeholder Engagement

Council was then informed that an exercise was underway within the Executive, led by Mr Philip Brady, to develop a 2-3 year change programme, addressing key priorities within these themes, with a view to finalising a draft plan in September. Council will be kept updated on the development of the plan as it progresses. In parallel Mr Brady is also developing a governance infrastructure to enable the implementation and ongoing management of the plan. The CEO noted that this would require significant change to the structure and practises within the Medical Council, but it was intended that the plan would bring about a more streamlined approach and make the best use of resources available.

In a further presentation, the CEO advised Council of a proposal on the immediate staffing needs of the organisation. It was noted that the urgent need has arisen from excessive workload, the implementation of legislative amendments and the risk, both legal and reputational of being under resourced. The proposal set out the number and type of roles required, and an overall cost/benefit analysis of introducing these roles. It was noted that should Council approve the proposal, sanction would have to be given by the Department of Health.

Council approved the workforce proposal subject to verification of affordability by AFRC, and the CEO Report overall.

Business Plan Full Reporting

Council noted this item.

Media Log

Mr Gallagher presented the Media Log to Council. Council was advised of the purpose and content of the report on media coverage from 1st April to 31st May 2021.

Council noted this item.

President's Business

President's Report

The President advised Council of the final report of the outgoing President of her public activities with a variety of stakeholders.

The President then informed Council of her recent meeting with the Committee Chairs to determine their workload and to develop an appropriate pathway to support progress going forward. Council was also advised that the President is working with the CEO to progress the development plan as outlined in his report to Council.

The President then informed Council that her report will now focus on developing Council business in accordance with the Strategy.

Council was then updated on the Education & Training Consultative Forum and invited all Council members to attend the next forum on 25th June 2021.

Council then noted the President's report.

Committee Reports:

For the benefit of the new Council members, each Chair gave a short presentation on the function and ongoing work of their respective committees.

Strategy & Governance Committee (SGC)

The report of the Strategy and Governance Committee meeting held on 19th May 2021 was presented to Council.

Council was updated on the following matters:

- The SGC endorsement of the CEO's actions to deliver an effective and responsive organisation.
- The SGC received a comprehensive report on the Council's Information Governance function which ensures our compliance with Freedom of Information (FOI) and Data Protection (DP) legislation and outlines our interactions with the Office of the Information Commissioner (OIC).
- The SGC approved the establishment of a Working Group of the Education & Training Committee to review Council's *Guidelines for Medical Schools on Ethical Standards and Behaviour Appropriate for Medical Students*.
- A vacancy has arisen on SGC following the completion of Dr Rita Doyle's term of appointment. Expressions of Interest will be invited from medical members of Council once the new Council is established.

Council was then advised of the intention to review the composition and function of all the committees, as part of the review by the CEO, to promote skills matching and to help manage the workload of Council members.

Council approved the report of the Strategy and Governance Committee.

Education and Training Committee (ETC)

The report of the Education & Training Committee meeting held on 1st June 2021 was presented to Council.

Council was advised that there were no items for decision from the Education & Training Committee. The Chair gave a brief overview of the items for noting.

Council approved the report of the Education & Training Committee meeting of 1st June 2021.

Ethics Committee

The Report of the Ethics Committee meeting held on 26th May 2021 was presented to Council.

Council was updated on the progress regarding the review of the Ethical Guide. It was noted that the Committee received presentations on Data Protection perspective from the Medical Council, Fiona Redmond, Information Governance Manager & Data Protection Officer, and the Data Protection Commission, David Murphy, Assistant Commissioner, Data Protection Commission. Council was also advised that the Committee had reviewed the structure and content of the proposed first round of stakeholder consultation survey and it is anticipated that this will go live as planned around mid-June.

Council approved the report of the Ethics Committee.

Monitoring Committee

The report of the Report of the Monitoring Committee meeting held on 10th June 2021 was presented to Council.

Council approved the report of the Monitoring Committee.

Health Committee

The report of the Report of the Health Committee meeting held on 9th June 2021 was presented to Council.

Council approved the report of Health Committee.

Matters considered by Council under Parts 6, 7, 8 and 9 of 2007 Act

A number of matters were considered by Council under Parts 6, 7, 8 and 9 of 2007 Act

Any other business (AOB)

No other business was raised.

Date and Time of next meeting

The next scheduled meeting is on Wednesday 7th July 2021. (Regulatory)

There being no further business, the meeting concluded at 15:15.