

Agenda

Performance and Resources Committee
Meeting taking place on Tuesday 26th of November at 9:30am
The meeting will be held at PSI House and online via MS Teams

Colour code: Red—for decision; Green—for discussion; Blue—for information

Indicative Time	Item Descriptor	Item Presenter
09:30	1. Apologies	Chair
09:32	2. Declaration of Interests (See Appendix A below)	Chair
09:34	3. Approval of Agenda	Chair
09:37	4. Approval of the draft Minutes of the Committee meeting held on 17th September 2024.	Chair
09:40	5. <u>Finance and Support Services</u>	Finance & Support Services Manager
	5.1 Finance and Support Services Update	Finance and Business Support Officer
	5.2 Approval of Management Accounts to 30 September 2024 for recommendation to Council	Head of Corporate Services
	5.3 Annual review of PSI's Reserves Policy for recommendation to Council	Head of Corporate Services
	5.4 Approval of Treasury and Investment Management Policy for recommendation to Council	Head of Corporate Services
	5.5 Recommendation to Council on the wind up of a pension scheme established prior to the Pharmacy Act 2007	Head of Corporate Services
	5.6 Health Card: Strategic Financing Review	Finance and Support Services Manager

10:10	6. 6.1 6.2	2025 Budget PSI Draft 2025 Service Plan Review of 2025 Budget for recommendation to Council	Registrar Registrar, Head of Corporate Services and Finance and Support Services Manager
10:40	7. 7.1 7.2 7.3	<u>HR, People and Organisation Development</u> Workforce Planning and Recruitment Update Health Card: HR Strategy Implementation Health Card: Organisation Development Project	HR & People Development Manager
10:50	8 8.1 8.2	<u>ICT</u> Penetration Testing and General Cybersecurity Update Health Card: ICT Strategy Implementation	ICT and Corporate Reporting Manager
11:00	9 9.1 9.2	<u>Performance Update</u> Update on 2024 Service Plan Project Health Tracker Health Card: Business Transformation Programme	Registrar
11:10	10 10.1 10.2 10.3 10.4	<u>General matters</u> Annual review of Committee Terms of Reference Update on performance review of the Committee Proposed dates of meetings in 2025 for approval: <ul style="list-style-type: none"> - Thursday 20th February 2025, 9:30am – 12:30pm (ahead of 6th March Council) - Thursday 22nd May 2025, 9:30am – 12:30pm (ahead of 26th June Council). - Wednesday 17th September 2025, 9:30am – 12:30pm (ahead of 2nd October Council) - Thursday 27th November 2025, 9:30am – 12:30pm (ahead of 11th December Council) Areas of focus for next meeting	Chair Registrar

	10.5	Recap of decisions taken at this meeting for Committee Report to Council	
--	-------------	---	--

We anticipate the meeting should end at approximately 11:30am.

The next meeting will be on: tbc.

Dr Ann McGarry, Chair of the Performance and Resources Committee

APPENDIX A

Pharmacy Act 2007 Schedule 1, Section 9: Disclosure of certain interests

9. (1) In this paragraph— “connected relative”, in relation to a person, means a spouse, a man and woman who are not married to each other but are cohabiting as husband and wife, parent, brother, sister, child or spouse of a child of the person;

“meeting” means a meeting of the Council or of a committee of the Council;

“member” includes a member of a committee of the Council;

“specified matter” means—

- (a) an arrangement to which the Council is a party or a proposed such arrangement, or
- (b) a contract or other agreement with the Council or a proposed such contract or agreement.

(2) A member present at a meeting where a specified matter arises who, otherwise than in his or her capacity as a member, has an interest in that matter—

- (a) shall at the meeting, disclose that fact and the extent of the interest,
- (b) may not influence or seek to influence a decision to be made in relation to the matter,
- (c) shall absent himself or herself from the meeting or that part of the meeting during which the matter is being discussed,
- (d) may not vote on a decision relating to the matter, and
- (e) may not take part in any further deliberation of the Council or any of its committees relating to the matter.

(3) For the purposes of this paragraph, but without prejudice to the generality of *subparagraph (2)*, a member shall be regarded as having an interest in a matter if a connected relative of that member or a nominee of either of them has such an interest.

(4) The disclosure shall be recorded in the minutes of the meeting and, for as long as the specified matter is being dealt with by the meeting, the member making the disclosure may not be counted for the purposes of determining the presence of a quorum for the meeting.

(5) The question of whether a member’s course of conduct, is or would be a contravention of *subparagraph (2)* shall be determined by the chair, whose decision shall be final, and the particulars of the determination shall be recorded in the minutes of the meeting.

(6) Where the member referred to in *subparagraph (4)* is the chair, the meeting shall choose another member to chair it for the purposes of the determination.

(7) If satisfied that a member has contravened *subparagraph (2)*, the Minister may remove the member from office and that person is then disqualified from office.