

Agenda

Performance and Resources Committee
Meeting taking place on 21st of February at 9:30am
The meeting will be held 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 draft Minutes of Committee meeting held on 28 th November 2023 | Chair |
| 09:40 | 5 | Approval of 2024 Committee Workplan | |
| 09:50 | 6. | <u>Finance and Support Services</u> | Finance and Support Services Manager Finance and Support Services Manager and Head of Corporate Services |
| | 6.1 | Approval of the Updated Corporate Procurement Plan 2021-2024 | |
| | 6.2 | Approval of the Updated Procurement Policy | |
| | 6.3 | Approval of the Procurement Plan for 2024 | |
| | 6.4 | Finance and Support Services Update | |
| | 6.5 | Overview of draft financial outturn to 31 December 2023 | |
| | 6.6 | Strategic Financing Review Overview | |
| 10:30 | 7. | <u>HR, People and Organisation Development</u> | Strategic HR Manager |
| | 7.1 | Workforce Planning and Recruitment Update | |

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|-------|------|--|-------------------------------------|
| 10:40 | 8 | <u>ICT</u> | ICT and Corporate Reporting Manager |
| | 8.1 | Approval of the ICT Strategy 2024-2027 | |
| | 8.2 | Penetration Testing and General Cybersecurity Update | |
| 10:50 | 9 | Performance Update | Registrar |
| | 9.1 | Update on 2024 Service Plan Project Health Tracker | |
| | 9.2 | Update on Health Cards: <ul style="list-style-type: none"> 1. Business Transformation Programme 2. ICT Strategy Implementation 3. Organisation Development Project 4. Strategic Financing Review 5. New Website Redevelopment and Roll-out 6. HR Strategy Implementation | |
| 11:05 | 10. | General matters | Chair |
| | 10.1 | Areas of focus for next meeting | |
| | 10.2 | Recap of decisions taken at this meeting for Committee Report to Council | |

We anticipate the meeting should end at approximately 11:15am.

The next meeting will be on: Wednesday, 10 April 2024 at 9:30am.

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.