

## Agenda

**Performance and Resources Committee**  
**Meeting taking place on 13 April 2022 at 09h30**  
**The meeting will be held online via MS Teams**

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**Colour code: Red—for decision; Green—for discussion; Blue—for information**  
**Agenda Notation: \* - document provided in advance; \*\* - will be presented in slide deck at meeting; \*\*\* - verbal update**

Indicative Time	Item Descriptor		Item Presenter
09h30	1.	Apologies	Chair
09h35	2.	Declaration of Interests (See Appendix A below)	Chair
09h40	3.	Agreement on the meeting agenda	Chair
09h45	4.	Approval of Draft Minutes of Committee meeting held on 30 March 2022 deferred to June 1st meeting	Chair
09h50	5.	2022 Work Plan Project – Continue delivery of our Business Transformation Programme (BTP)	Acting Head of Corporate Services and Chair of the Programme Board
	5.1	Recommendation to Council to increase the BTP change budget to enable drawdown of funds for additional phases of the Business Transformation Programme*	
09h55	6.	Any other business	Chair
	6.1	As tabled under item 3.	

**We anticipate the meeting should end at approximately 10:00am.**

**The next meeting will be on: 01 June 2022**

**Paul Turpin, 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.