
Agenda Item H.1

Report on material decisions of the Performance & Resources Committee

From: Graham Knowles, Chair, Performance and Resources Committee

The Performance and Resource Committee met on Wednesday, 19 May 2021 by MS Teams in light of the COVID-19 Public Health Emergency.

The agenda items below refer to the matters before Council for decision. The agenda from the Committee meeting can be found in Annex 1 and highlights the additional items that the Committee discussed.

Agenda Item 3: Approval of Agenda

The Committee considered and approved the agenda. The agenda was proposed by Ms Dorothy Donovan and seconded by Mr Roy Hogan.

Agenda Item 4.1: Approval of Minutes

The Committee considered and approved the minutes of the 31 March 2021 meeting. The minutes were proposed by Ms Dorothy Donovan and seconded by Graham Knowles as Chair in the absence of another Committee member who had been present at the 31 March meeting.

Agenda Item 8.1.1: Approval of Management Accounts to 31 March 2021, incorporating a high-level year-end forecast, for submission to Council

The Committee discussed the Management Accounts to 31 March 2021. Any variances in the accounts were noted. The Committee also noted the high-level year-end forecast carried out by the Executive and the current forecasted saving of c. €168k.

The Committee agreed to recommend to Council the approval of the management accounts (incorporating the high-level year-end forecast) at its June meeting. The Management Accounts to 31 March were proposed by Mr Roy Hogan and seconded by Mr Shane McCarthy.

Agenda Item 8.2.1: Approval of Revised Treasury Management Policy

The Committee discussed the revisions to the Treasury Management Policy (TMP) which have been introduced to reflect the distinction between State-backed investment institutions (referred to in the Treasury Management Policy as Category A institutions) and commercial institutions (referred to as Category B institutions). The Committee additionally discussed waiving upper deposit limits for State-backed investment institution deposits.

Subject to an update to the TMP to waive upper deposit limits for State-backed investment institutions, the Committee agreed to recommend to Council at its June meeting the approval of the revision of the Treasury Management Policy to reflect a differentiation between State-backed investment institutions and the commercial banking sector. The revised Treasury Management Policy was proposed by Ms Dorothy Donovan and seconded by Shane McCarthy.

Agenda Item 8.2.2: Approval of Proposal to open a second deposit account with the National Treasury Management Agency (NTMA)

The Committee discussed opening a second account with the National Treasury Management Agency for the purposes of investing the legacy superannuation scheme funds (PSI Superannuation Scheme 2016). The Committee was advised that the first National Treasury Management Agency account for general funds was opened in early March.

The Committee agreed to recommend to Council at its June meeting the opening of a second deposit account with the National Treasury Management Agency for the purposes of the PSI Superannuation Scheme monies held by PSI on behalf of the state. The proposal to open a

second deposit account with the National Treasury Management Agency was proposed by Mr Roy Hogan and seconded by Mr Shane McCarthy.

Agenda Item 9.2: Approval of Appointments and Reappointment to the Disciplinary Committees for submission to Council

The Committee discussed the proposed appointments and reappointment of members to Disciplinary Committees.

The Committee agreed to recommend to Council at its June meeting, the reappointment of Mr William Paul Ard to the Preliminary Proceedings Committee when his current term expires, for a further term of 5 years. Proposed by Mr Shane McCarthy, seconded by Mr Roy Hogan.

Agenda Item 12.1: Approval of ICT Security Policies for Council and Committee Members

The Committee discussed the ICT Security Policies for Council, Advisory Committee and Disciplinary Committee Members.

The Committee agreed to recommend to Council the ICT Security Policies for Council and Advisory Committee and Disciplinary Committee Members at its June meeting. The ICT Security Policies for Council and Advisory Committee and Disciplinary Committee Members was proposed by Ms Dorothy Donovan and seconded by Mr Roy Hogan.

Annex 1 – Agenda, Performance and Resources Committee, Wednesday, 19 May 2021.



Agenda

Performance and Resources Committee

Meeting taking place on 19 May 2021 at 09h30

The meeting will be held online via MS Teams

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.	Approval of Agenda	Chair
09h45	4. 4.1	Draft Minutes Draft Minutes of Committee meeting held on 31 March 2021*	Chair
09h50	5. 5.1	2021 Work Plan Project Deliver the Year two objectives of our Business Transformation Programme – Project Health Card*	Head of Operations

10h00	6. 6.1 6.2 6.3	2021 Work Plan Project – Develop the Strategic Financing Review for PSI Review of assumptions underpinning the Strategic Financing Review* Overview of scenario modelling assumptions** Project Health Card*	Chair Chair Head of Operations
10h15	7. 7.1 7.2	2021 Work Plan Project – Implement an organisation and people development programme to underpin business transformation (ODP) Request for approval of 2021 budget re-allocation to support delivery and implementation of the ODP* ODP Project Health Card*	Registrar
10h35	8. 8.1 8.1.1 8.1.2 8.2 8.2.1 8.2.2 8.2.3 8.3	Finance Management accounts and end-year financial forecast Approval of Management Accounts to 31 March 2021 for submission to Council* High level financial forecast to year-end* Treasury Management Revised Treasury Management Policy* Proposal to open a second deposit account with the National Treasury Management Agency (NTMA)* Quarterly review of compliance with the Treasury Management Policy (invested funds and policy metrics)* Update on 2020 PSI Procurement Plan delivery and contract extensions*	Finance and Operational Performance Manager
11h05	9 9.1 9.2	Disciplinary Committees Update on EOI for Disciplinary Committees* Appointments and Reappointment to the Disciplinary Committees for submission to Council*	Legal Affairs Manager
11h15	10. 10.1 10.2	Staffing and Recruitment matters Workforce planning and recruitment update* Development of PSI's new HR Strategy 2021-2023: overview of key elements**	Head of Operations

	10.2	Update on new Employee Handbook***	
11h30	11 11.1 11.2 11.3 11.4	Service Plan Performance Update on 2021 Service Plan Project Health Tracker* EFQM – Embed the discipline and approaches underpinning Excellence throughout PSI* Develop and commence delivery of a new HR Strategy 2021-2023* Enhance our customer services and engagement with key stakeholders by developing an improved website and improve our use of social media platforms*	Registrar
11h40	12 12.1 12.2	IT Updates ICT Security Polices for Council and Committee Members* Cybersecurity update and overview of vulnerability assessment (March/April 2021)**	ICT Manager
12h00	13. 13.1 13.2	General matters Areas of focus for next meeting*** Recap of decisions taken at this meeting for Committee Report to Council***	Chair

We anticipate the meeting should end at approximately 12h15.

The next meeting will be on: 1 September 2021

To note: remaining dates for 2021 meetings: 17 November 2021

Graham Knowles, 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.