

Report on material decisions of the Special Purposes Committee

From: Ms. Katherine Morrow, President and Chair of the Special Purposes Committee.

The Special Purposes Committee met online on Wednesday 20 February 2024. The agenda items below reflect the material decisions made by the Committee at its meeting on 20 February 2024. The agenda from the meeting can be found in Appendix 1.

Agenda Item E – Performance Appraisal of the Registrar

The Committee considered the Performance Appraisal Process for the Registrar, which had been discussed at the previous meeting on 17 January. Following that meeting there were a number of small updates to the process for the Committee to agree to at this meeting. Following discussion, the Committee agreed to the finalised process to recommend to Council for approval at its meeting on 7 March.

Agenda Item F – Appointments to the Advisory Committees

The Committee discussed the appointment of Mr Richard Hammond to the Advisory Committees of the PSI. The Committee were reminded that Mr Hammond was appointed to Council by the Minister as the representative of the provision of Continuing Professional Development (CPD) in relation to pharmacy.

The Committee noted that Mr Hammond expressed an interest in being appointed to both the Regulatory and Professional Policy Committee ('RPP') and the Performances and Resources Committee ('P&R'). Generally, a Council member sits on one Advisory Committee, however, there is no rule precluding a Council member sitting on two.

The Committee noted that there is currently a shortage of members on the P&R but given Mr Hammond's appointment as the CPD representative to Council, his appointment to the RPP Committee would be more appropriate. The Committee noted that Mr Hammond would be an excellent addition to either or both Committees. In the interests of fairness and transparency it was agreed that an EOI would be carried out for the P&R Committee and any members (including Mr Hammond) who wish to sit on a second Committee would be encouraged to apply.

The Committee agreed to recommend the appointment of Mr Hammond to the RPP Committee to Council at its meeting on 7 March.

Appendix 1



Agenda for the Special Purposes Committee

Meeting 20 February 09.30

Location: Online – MS Teams

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

| <u>Indicative Time</u> | <u>Item Descriptor and Presenter</u> | | |
|-------------------------------|---|--|---|
| 09:30pm | A | Apologies | President |
| 09:35pm | B | Declaration of Interests (See Appendix A) | President |
| 09:40pm | C | Approval of Meeting Agenda | President |
| 09:45pm | D | Request for Approval of the draft Minutes of the Meeting of the Special Purposes Committee held on 17 January 2024 | President |
| 09:50pm | E | Review Performance Appraisal Process for Registrar | President |
| 10:05pm | F | Appointments to Advisory Committees | President |
| 10:10pm | G | Council Training for March – Council Development Day 21 March | President |
| 10:20pm | H | Update on EOI process for Disciplinary Committees | Head of Governance and Programme Delivery |
| 10:25pm | I | AOB | |

We anticipate the meeting should end at approximately: 10:30

Next Meeting Dates:

Wed 10 Apr

The President