

**NIPEC Council Meeting, Wednesday 20<sup>th</sup> September 2023 at 2.00pm in  
the Conference Room,  
4<sup>th</sup> Floor, James House, 2-4 Cromac Avenue,  
Belfast BT7 2JA**

**A G E N D A**

**1.0 WELCOME AND APOLOGIES**

**2.0 CHAIR'S BUSINESS**

- 2.1 Welcome any Members of the Public
- 2.2 Council Members - Conflicts of Interest
- 2.3 Boardroom Apprentice: Sara Haller
- 2.4 Membership of Council Committees ***(Final approval)***
- 2.5 Appointment of Interim Audit & Risk Committee Chair ***(For approval)***
- 2.6 Update on Council Members' On Board Training
- 2.7 Register of Council Members Activity ***(Circulated for noting)***
- 2.8 Permanent Secretary's attendance at NIPEC Council meeting
- 2.9 Update on NIPEC Conference

**3.0 MINUTES OF THE PREVIOUS MEETING**

- 3.1 Minutes of the meeting held on the 28<sup>th</sup> June 2023 ***(Circulated for approval)***

**4.0 MATTERS ARISING**

- 4.1 Detailed in updated Action Plan ***(Circulated for approval)***

**5.0 CORRESPONDENCE**

- 5.1 Correspondence from the Permanent Secretary to ALB Chief Executives: Accounting Officer responsibilities regarding budget spending, issued 25<sup>th</sup> August 2023 ***(Circulated for noting)***

**6.0 OPERATIONAL PERFORMANCE AND SERVICE IMPROVEMENT**

- 6.1 Chief Executives Report ***(Circulated for noting)***

- 6.2 NIPEC Professional Work Plan 2023-24 – Business Plan objectives progress Monitoring Report from 1<sup>st</sup> April to 31<sup>st</sup> August 2023 (***Circulated for noting***)
- 6.3 Copy of the Consultation Activity Report (***Circulated for noting***)

## **7.0 CORPORATE CONTROL & FINANCE**

- 7.1 Report from Standing Committee: Unconfirmed Minutes of the A&R Meeting held on 27<sup>th</sup> June 2023 (***Circulated for noting***)
- 7.2 Finance: Financial Summary of Expenditure, Month 5 (***Circulated for noting***)
- 7.3 Corporate Risk Register 2022-23, Version 4 (***Circulated for approval***)
- 7.4 KPIs 2023 - 24 (***Circulated for noting***)
- 7.5 Equality
  - 7.5.1 Equality Annual Progress Report 2022-23 (***Circulated for approval***)
  - 7.5.2 Equality and Disability 5 Year Action Plans 2023-28 (***Circulated for approval***)
- 7.6 NIPEC Policies: Standing Orders (***Circulated for approval***)
- 7.7 Review of Decision Time (***Verbal update***)
- 7.8 Draft Partnership Agreement (***Verbal update***)

## **8.0 SAFETY AND QUALITY**

- 8.1 Draft Annual Quality Report 2022-23 (***Late mailing - for approval***)
- 8.2 DoH Covid-19 Public Inquiry Group (***Verbal update***)

## **9.0 ANY OTHER BUSINESS**

## **10.0 DATE, TIME AND VENUE OF NEXT MEETING**

**The next Council Workshop date is the 6<sup>th</sup> December 2023 at 10.00am: Equality Duties.**

**The next public meeting date of NIPEC Council is 6<sup>th</sup> December 2023 at 2.00pm**