



NIPEC/2/2023

**NIPEC Council Meeting, Wednesday 28<sup>th</sup> June 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 APOLOGIES**

### **2.0 CHAIR'S BUSINESS**

- 2.1 Welcome any Members of the Public
- 2.2 Council Members - Conflicts of Interest
- 2.3 Chief Nursing Officer ex-officio membership of Council
- 2.4 New Council Committee: Business and Professional (***Terms of Reference Circulated for Approval***)
- 2.5 Membership of Council Committees
- 2.6 Update from NIPEC Year End Accountability Meeting: 28<sup>th</sup> June 2023
- 2.7 Boardroom Apprentice 2023
- 2.8 Remuneration of Council Members
- 2.9 Draft Partnership Agreement
- 2.10 NIPEC Conference: 4<sup>th</sup> October 2023
- 2.11 Register of Council Members Activity (***Circulated for Noting***)

### **3.0 MINUTES OF THE PREVIOUS MEETING**

- 3.1 Minutes of the meeting held on the 15<sup>th</sup> March 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 Chief Nursing Officer and Assistant Director of Nursing, PHA: Delivering Care Policy Framework Review, issued 20<sup>th</sup> March 2023 (***Circulated for noting***)
- 5.2 Communication issued by HSC Trusts: Ceasing the use of Agency Nurses/Midwives employed by off-contract Recruitment Agencies in HSC organisations in NI, issued 21<sup>st</sup> March 2023 (***Circulated for noting***)

- 5.3 Departmental Circular: Counter Fraud responsibilities of all HSC and NIFRS employees, issued 21<sup>st</sup> April 2023 (***Circulated for noting***)
- 5.4 Departmental Circular: Annual Theft and Fraud Report 2020-21, issued 16<sup>th</sup> May 2023 (***Circulated for noting***)

## **6.0 OPERATIONAL PERFORMANCE AND SERVICE IMPROVEMENT**

- 6.1 Fiona Bradley, Senior Professional Officer: Maternity Support Workers Presentation
- 6.2 Chief Executives Report (***Circulated for Noting***)
- 6.3 A copy of the Consultation Activity Report (***Circulated for Noting***)

## **7.0 CORPORATE CONTROL & FINANCE**

- 7.1 Report from Standing Committee:
  - 7.1.1 Confirmed Minutes of the A&R Committee meeting held on the 14<sup>th</sup> March 2023 (***Circulated for Noting***)
  - 7.1.2 Draft Minutes of the A&R Committee meeting held on 23<sup>rd</sup> May 2023 (***Circulated for Noting***)
- 7.2 Finance
  - 7.2.1 NIPEC's Opening Allocation Letter 2023-24 and Confirmed Budget Position (***Circulated for Noting***)
  - 7.2.2 Financial Summary of Expenditure 2023-24, Month 2 (***Late Mailing for Noting***)
- 7.3 NIPEC Corporate Risk Register 2023-24, Version 2 (***Circulated for Approval***)
- 7.4 Final KPIs 2022-23 (***Circulated for Noting***)
- 7.5 Draft Annual Report and Accounts 2022-23 (***Circulated for Approval***)
- 7.6 Audit & Risk Committee's Annual Report on Activity and Assurance to Council for 2022-23 (***Circulated for Approval***)
- 7.7 Equality
  - 7.7.1 Draft Equality & Disability Action Plan 2023-28 (***Verbal update***)
  - 7.7.2 Equality Annual Progress Report 2022-23 (***Verbal update***)

## **8.0 SAFETY AND QUALITY**

- 8.1 NIPEC Professional Work Plan 2022-23 progress monitoring report from 1<sup>st</sup> January to 31<sup>st</sup> March 2023 (***Circulated for noting***)
- 8.2 NIPEC Professional Work Plan 2023-24 –progress monitoring report from 1<sup>st</sup> April to 30<sup>th</sup> June 2023 (***Circulated for noting***)
- 8.3 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 20<sup>th</sup> September 2023 at 10.00am.**

**The next public meeting date of NIPEC Council is 20<sup>th</sup> September 2023 at 2.00pm.**