

**NIPEC Council Meeting 4 December 2024**  
**Room 1.7, 4th 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 Feedback from Accountability meeting in October 2024
- 2.4 Invite to Minister and CNO to visit NIPEC
- 2.5 Updated Council Development Plan (***Circulated for approval***)
- 2.6 Dates/Topics for Council Workshops 2025
- 2.7 Register of Council Members Activity (***Circulated for noting***)
- 2.8 Meeting with CEO November 2024 to complete mid-year review of progress on Objectives (***Verbal Update***)
- 2.9 Attendance at Bengoa Conference October 2024 (***Verbal Update***)
- 2.10 Attendance at Chairs meeting on 19<sup>th</sup> November 2024 – presentation on ICSs (***Verbal Update***)
- 2.11 Council Social Event – January 2025
- 2.12 Christmas Quiz 19<sup>th</sup> December 2024

**3.0 MINUTES OF THE PREVIOUS MEETING**

- 3.1 Minutes of the meeting held on 18 September 2024 (***Circulated for approval***)

**4.0 MATTERS ARISING**

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

## 5.0 CORRESPONDENCE

- 5.1 Correspondence from HSCQI dated 16 October 2024 - New Appointment – Domenica Gilroy, Interim Lead for Health and Social Care Quality Improvement (HSCQI) ***(Circulated for noting)***
- 5.2 Correspondence from Permanent Secretary, DoH dated 23 October 2024 - Domestic Abuse E-Learning ***(Circulated for noting)***
- 5.3 BSO Procurement Regulations 2024 ***(Circulated for noting)***
- 5.4 Correspondence from PRONI dated 22 October 2024 - Records of Interest to the Truth Recovery Programme ***(Circulated for noting)***
- 5.5 Correspondence from Permanent Secretary, DoH dated 24 October 2024 – HSCQI Transfer to RQIA ***(Circulated for noting)***
- 5.6 Registrant identity fraud – information from the NMC ***(Circulated for noting)***
- 5.7 Correspondence from Permanent Secretary, DoH dated 11 November 2024 - Strategic Review of Senior Executive Posts within Health and Social Care ***(Circulated for noting)***
- 5.8 International Fraud Awareness week newsletter ***(Circulated for noting)***

## 6.0 OPERATIONAL PERFORMANCE AND SERVICE IMPROVEMENT

- 6.1 Presentation: Collective Leadership Framework for Nursing & Midwifery – Dr Carole McKenna, SPO ***(Circulated for noting)***
- 6.2 Chief Executives Report ***(Circulated for noting)***
- 6.3 NIPEC Professional Work Plan 2024-25 – Business Plan objectives progress Monitoring Report from 1<sup>st</sup> April to 30<sup>th</sup> November 2024 ***(Circulated for consideration)***
- 6.4 Consultation Activity Report ***(Circulated for noting)***
- 6.5 Draft Confirmation and Monitoring of Professional Registration Status Policy ***(Circulated for approval)***

## 7.0 CORPORATE CONTROL & FINANCE

- 7.1 Reports from Standing Committees:
  - 7.1.1 Unconfirmed minutes of the A&R Meeting held on 8 October 2024 ***(Circulated for noting)***
  - 7.1.2 Confirmed Minutes of the Professional & Business Committee held on 6 September 2024 ***(Circulated for noting)***
- 7.2 Finance:
  - 7.2.1 ALB Savings Scenario 2025-28 ***(Circulated for noting)***
  - 7.2.2 Financial Summary of Expenditure, Month 07 ***(Circulated for noting)***
- 7.3 Corporate Risk Register 2024-25, Version 4 ***(Circulated for approval)***
- 7.4 KPIs 2024 - 25 ***(Circulated for noting)***

- 7.5 NIPEC Policies:
  - 7.5.1 Draft Information Governance Policy (***Circulated for approval***)
  - 7.5.2 Draft Right to Raise a Concern Policy (Whistleblowing) (***Circulated for approval***)
  - 7.5.3 Draft Equality and Human Rights Screening Policy (***Circulated for approval***)
  - 7.5.4 Draft Data Protection Impact Assessment Policy (***Circulated for approval***)
  - 7.5.5 Draft Performance Management Framework (***Circulated for approval***)
- 7.6 NIPEC's Business Continuity Plan 2024 (***Circulated for approval***)

## **8.0 SAFETY AND QUALITY**

- 8.1 DoH Covid-19 Public Inquiry Group (***Verbal Update***)

## **9.0 ANY OTHER BUSINESS**

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

**The next public meeting date of NIPEC Council is 26 March 2025.**