

NIPEC Council Meeting 1st July 2024
Meeting Room 1.7, 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 Introduce Peter May, DoH Permanent Secretary and Maria McIlgorm, Chief Nursing Officer
- 2.2 Welcome any Members of the Public
- 2.3 Presentation from Linda Kelly/Frances Cannon on the Regional Learning Disability Network report
- 2.4 Council Members - Conflicts of Interest
- 2.5 Workshop: Boardroom Leadership Programme and 2024-25 Action Plan
- 2.6 Chairs' Meeting with Health Minister Robin Swann, May 2024: Budget Overview
- 2.7 Council Members' appraisals 2023-24
- 2.8 Council Training – Business Continuity Planning
- 2.9 NICON Communications on Decision Time
- 2.10 Register of Council Members Activity (*Circulated for noting*)

3.0 MINUTES OF THE PREVIOUS MEETING

- 3.1 Minutes of the meeting held on the 13th March 2024 (*Circulated for approval*)

4.0 MATTERS ARISING

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

5.0 CORRESPONDENCE

- 5.1 Letter to Permanent Secretaries, May 2024, from Treasury Officer of Accounts: Governance and Accountability Issues (*Circulated for noting*)
- 5.2 Permanent Secretary letter to CEs/Chairs of ALBs, May 2024: Election Guidance (*circulated on 28 May 2024 to Council members*)
- 5.3 Fraud Alert: FA 03 2024: Attempted Mandate Fraud and cyber related security incident (*Circulated for noting*)

- 5.4 BSO Regional Counter Fraud: End of Year Report 2023-24 (***Circulated for noting***)

6.0 OPERATIONAL PERFORMANCE AND SERVICE IMPROVEMENT

- 6.1 Presentation on Draft Performance Management Dashboard by Gary Cousins, Senior Professional Officer
- 6.2 Chief Executive's Report (***Circulated for noting***)
- 6.3 NIPEC Final Professional Work Plan 2023-24 –Monitoring Report from 1st April 2023 to 31st March 2024 (***Circulated for noting***)
- 6.4 NIPEC Professional Work Plan 2024-25 Q1 –Monitoring Report from 1st April to 30th June 2024 (***Circulated for consideration***)
- 6.5 A copy of the Consultation Activity Report (***Circulated for noting***)

7.0 CORPORATE CONTROL & FINANCE

- 7.1 Reports from Standing Committees:
 - 7.1.2 Confirmed minutes of the Audit & Risk Committee Meeting held on 13th February 2024 (***Circulated for Noting***)
 - 7.1.3 Unconfirmed minutes of the Audit & Risk Committee held on the 21st May 2024 (***Circulated for Noting***)
 - 7.1.4 Confirmed minutes of the Professional & Business Committee Meeting held on 16th February 2024 (***Circulated for Noting***)
- 7.2 Finance
 - 7.2.1 NIPEC's Opening Allocation 2024-25
 - 7.2.2 Financial Summary of Expenditure, Month 02 (***Late mailing***)
- 7.3 Draft Annual Report and Accounts 2023-24 (***Circulated for Approval***)
- 7.4 Chair of A&R Committee's Annual Report on Activity and Assurance for 2023-24 (***Circulated for Approval***)
- 7.5 Corporate Risk Register 2024-25, Version 2 (***Circulated for approval***)
- 7.6 Draft Corporate Plan 2024-28 (***Verbal update***)
- 7.7 Draft Business Plan 2024-25 (***Verbal update***)
- 7.8 Equality Annual Progress Report 2023-24 (***Verbal update***)
- 7.9 NIPEC Policies:
 - 7.9.1 Standing Orders (***Circulated for approval***)
 - 7.9.2 Fraud Policy and Response Plan (***Circulated for approval***)
 - 7.9.3 Extension of Workplace Policy on Domestic Abuse (***Circulated for approval***)

7.9.4 NIPEC Quality Strategy 2024-28 (*Circulated for noting*)

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 18th September 2024 at 2pm