

**NIPEC Council Meeting 26 March 2025
Room 1.7, First 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 Register of Council Members Activity (*Circulated for noting*)
- 2.4 Board Governance Self-Assessment Document 2024-25 (*Circulated for approval*)
- 2.5 Council Development Plan 2025-26 (*Circulated for approval*)
- 2.6 Signed Partnership Agreement (*Circulated for noting*)
- 2.7 Update on Health Minister's Visit to NIPEC on 9 April 2025 and Council workshop (*Verbal update*)
- 2.8 Update on Second Term Expressions of Interest (*Verbal update*)
- 2.9 Members' Appraisals 2024-25 (*Verbal update*)
- 2.10 Regional Ethnic Diversity Collaborative Workshop – 26 February 2025 (*Verbal update*)
- 2.11 Regional HSC Chairs' Forum – 5 March 2025 (*Verbal update*)

3.0 MINUTES OF THE PREVIOUS MEETING

- 3.1 Minutes of the meeting held on the 4 December 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 HSC Bodies dated 2 January 2025: Strategic Review of Senior Executive Posts within Health and Social Care (*Circulated for noting*)
- 5.2 Letter to CE dated 12 February 2025: Indicative Resource Budget Opening Allocation 2025/26 (*Circulated for noting*)
- 5.3 Briefing Paper on Definitions and Terminologies used in BSO Internal Audit Reports (*Circulated for information*)
- 5.4 BSO Fraud Alert re: WhatsApp Scam Messages dated 28 February 2025 (*Circulated for information*)

6.0 OPERATIONAL PERFORMANCE AND SERVICE IMPROVEMENT

- 6.1 Chief Executives Report (*Circulated for noting*)
- 6.2 NIPEC Professional Work Plan 2024-25 – Business Plan objectives progress Monitoring Report from 1 April to 28 February 2025 (*Circulated for consideration*)
- 6.3 Copy of the Consultation Activity Report (*Circulated for noting*)
- 6.4 Draft NIPEC Business Plan 2025-26 (*Circulated for consideration*)

7.0 CORPORATE CONTROL & FINANCE

- 7.1 Reports from Standing Committees:
 - 7.1.1 Unconfirmed minutes of the A&R Meeting held on 11 February 2025 (*Circulated for Noting*)
 - 7.1.2 Unconfirmed Minutes of the Professional & Business Committee held on 6 March 2025 (*Circulated for Noting*)
- 7.2 Finance:
 - 7.2.1 Financial Summary of Expenditure, Month 11 (*Late mailing*)
 - 7.2.2 Draft Budget 2025-26 (*Verbal update*)
- 7.3 Corporate Risk Register 2024-25, Version 9 (*Circulated for approval*)
- 7.4 KPIs 2024-25 (*Circulated for noting*)
- 7.5 Reporting of KPIs April 2025 onwards (*Circulated for approval*)
- 7.6 Business Continuity Update: Assurances from BSO and Desktop exercise
- 7.7 NIPEC Policies (*Circulated for approval*):
 - 7.7.1 Conflict, Bullying and Harassment in the Workplace Policy
 - 7.7.2 Accessible Formats Policy
 - 7.7.3 Alcohol and Substance Misuse at Work Policy
- 7.8 Procurement Act 2023 (*Verbal update*)

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 25 June 2025 at 2pm