



## Agenda

**Meeting:** 105th Council Meeting of the Patient and Client Council **Date and Time:** Tuesday 12<sup>th</sup> November 2024

Venue/Online: Microsoft Teams

Closed session: 2-3.00pm

Open Session: 3-5.00pm

## **Council Members**

Ms Ruth Sutherland (Chair) Mr Stephen Mathews Mr Alan Hanna Mr Paul Douglas Mr Paddy Farry Mr Tom Irvine Ms Emma O'Neill Mr Gary McMichael Dr Julie Aiken Ms Paula Bradley Ms Rhoda Walker Mr Cadogan Enright Mr Tom Sullivan Ms Briege Arthurs

## In attendance

Ms Meadhbha Monaghan, Chief Executive Ms Una McKernan, Head of Operations Mr Peter Hutchinson, Senior Policy, Impact and Influence Manager Ms Katherine McElroy, Principal Practitioner Mr Martin Quinn, Regional HSC PPI Lead, PHA Ms Lauren Toner, Executive Assistant

No.	Agenda Item	Update by	Timing & Action
1.	Welcome and apologies	Verbal	3pm
	Chair		

2.	Minutes and Matters arising (Paper	Paper	3.05				
	819)						
3.	Declaration of Interests	Verbal	3.10				
	Chair		NOTING				
4.	Chair's update	Verbal	3.15				
	Chair		NOTING				
5.	CEO Update (Paper 820)	Paper	3.25				
	M Monaghan, CEO		NOTING				
6.	Connection to Purpose	Presentation	3.30				
	Ursula Murray		DISCUSSION				
7.	Operations – Impact and Influence	Paper	3.50				
	Peter Hutchinson, Senior PII	Presentation	DISCUSSION				
	Manager						
BREAK 4.15-4.30							
MATTERS FOR DISCUSSION, NOTING AND APPROVAL							
8.	Business Support and		4.30				
8.	Business Support and Governance	Verbal	4.30				
8.	••	Verbal	NOTING				
8.	<b>Governance</b> Equality Report (Paper 821)	Verbal					
8.	Governance Equality Report (Paper 821) New Corporate Risk Register (Paper	Verbal	NOTING				
8.	<b>Governance</b> Equality Report (Paper 821)	Verbal	NOTING				
8.	Governance Equality Report (Paper 821) New Corporate Risk Register (Paper	Verbal	NOTING				
8.	Governance Equality Report (Paper 821) New Corporate Risk Register (Paper 822)	Verbal	NOTING				

9.	ARAC:	Verbal	4.40
	ARAC Annual Chairs Report		APPROVAL
	2023-2024 (Paper 823) • PCC CRR (new) (revised		APPROVAL
	wording for approval) (Paper		
	824)		NOTING
	<ul> <li>Committee Update (Chair Reports)</li> </ul>		NOTING
	<ul> <li>Draft Minutes and actions</li> </ul>		
	from meeting held 2 July 2024		NOTING
	<ul><li>(Paper 825)</li><li>PCC Annual Customer</li></ul>		NOTING
	Assurance – BSO (Paper		
	826) Final Depart to these Charged		NOTING
	<ul> <li>Final Report to those Charged with Governance (Paper 827)</li> </ul>		
	<ul> <li>Departments Report to those</li> </ul>		NOTING
	Charged with Governance – ALB implementation of Audit		NOTING
	Recommendations (Paper		
	828)		NOTING
	<ul><li>Progress report (Paper 829)</li><li>Mid-year follow up of</li></ul>		NOTING
	recommendations (Paper		NOTING
	830) Sharad Carries and sta (Dan ar		NOTING
	<ul> <li>Shared Service update (Paper 831)</li> </ul>		
	HIA Mid-year assurance		NOTING
	<ul><li>statement (Paper 832)</li><li>BSO Business Services Team</li></ul>		
	Audit 24-25 (Paper 833)		NOTING
	Assurance Framework v5		NOTING
	(Paper 834)		NOTING
	PCC Mid Year Assurance		
	Statement (Paper 835)		NOTING
	Direct Award Contracts     Begister (Baper 826)		
	<ul><li>Register (Paper 836)</li><li>Statement of Delegated</li></ul>		NOTING
	Authority (SODA)		
	<ul><li>(Paper 837)</li><li>Update from BSO ITS on</li></ul>		
	cyber security and general		
	support (Paper 838)		
	P Farry, Chair of ARAC		
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10	Business Committee:		4.50
	<ul> <li>PAMP (Paper 839)</li> </ul>	Verbal	APPROVAL
	<ul> <li>Revised Terms of Reference</li> </ul>		APPROVAL
	(Paper 840)		
	Committee Update (Chair		NOTING
	Reports)		
	<ul> <li>Minutes of previous meeting</li> </ul>		NOTING
	held 16 <sup>th</sup> July 2024 (Paper		NOTINO
	841) Durain and Committee Calf		NOTING
	Business Committee Self-		NOTING
	Assessment (Paper 842)		NOTING
	<ul> <li>Quarter 2 Operational Plan report (Paper 843)</li> </ul>		NOTING
	<ul> <li>Quarter 2 Advocacy Report</li> </ul>		
	(paper 844)		NOTING
	<ul> <li>Safeguarding Report (Paper</li> </ul>		
	845)		NOTING
	<ul> <li>Information Requests (Paper</li> </ul>		
	846)		NOTING
	<ul> <li>Workforce Information Report</li> </ul>		NOTING
	(Paper 847)		NOTING
	Monthly finance report Month		NUTING
	6 (Paper 848)		
	Review of Interface between		NOTING
	PCC and BSO Finance		
	<ul><li>(Paper 849)</li><li>Draft Quality Report 2023-24</li></ul>		
	Dran Quality Report 2023-24     (Paper 850)		
	A Hanna, Chair of Business		
	Committee		
11	AOB		5.00
12	Close		
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