

## AGENDA

### 100<sup>th</sup> Council Meeting of the Patient and Client Council

**Tuesday 12<sup>th</sup> September 2023**  
**Open session 10am – 12.30pm**

PCC Lurgan, Quaker Buildings

**Present:**

Ms Ruth Sutherland (Chair)  
Mr Stephen Mathews  
Mr Alan Hanna  
Mr Paul Douglas  
Mr Paddy Farry

**In Attendance:**

Ms Meadhbha Monaghan, Chief Executive  
Ms Carol Collins, Head of Business Support  
Ms Una McKernan, Head of Operations  
Mr Peter Hutchinson, Senior Policy, Impact and Influence Manager  
Ms Clare McGlone, Executive Assistant  
Mr Martin Quinn, Regional HSC PPI Lead, PHA

**Apologies:**

Cllr Martin Reilly  
Mr Tom Irvine

OPEN SESSION			
1	Welcome and apologies  <b>Chair</b>	Verbal	<b>10:00</b>
2	Minutes and Matters arising <ul style="list-style-type: none"> <li>• Minutes of the Council meeting on 18<sup>th</sup> July 2023</li> <li>• Minutes of the Special Council meeting on 19<sup>th</sup> July 2023</li> <li>• Matters arising</li> </ul>	Paper 724 Paper 725 Paper 726	<b>10:05 APPROVAL</b> <b>APPROVAL</b> <b>NOTING</b>
3	Declaration of Interests  <b>Chair</b>	Verbal	<b>10:10 NOTING</b>
4	Chair's Update  <b>Chair</b>	Verbal	<b>10:15 NOTING</b>

5	CEO update  <b>M Monaghan, CEO</b>	Verbal	<b>10:25 NOTING</b>
6	<b>Strategic discussions</b> <ul style="list-style-type: none"> <li>• 'Collective Voice' paper for Regional Learning Disability Resettlement Summit</li> </ul>	Paper 727	<b>10:35 DISCUSSION</b>
<b>BREAK 11:15 – 11:30</b>			
<b>GOVERNANCE MATTERS FOR INFORMATION AND APPROVAL</b>			
7	<b>Governance/risk</b> <ul style="list-style-type: none"> <li>• Information Governance report</li> </ul> <b>C Collins, Head of Business Support</b>	Paper 728	<b>11:30 NOTING</b>
8	<b>Finance</b> <ul style="list-style-type: none"> <li>• Financial plan 2023-24</li> <li>• Finance update - Month 4</li> <li>• MAHI legal spend at August 2023</li> </ul> <b>C Collins, Head of Business Support</b>	Paper 729 Paper 730 Paper 731	<b>11:45 APPROVAL NOTING NOTING</b>
9	<b>Operations Management</b> <ul style="list-style-type: none"> <li>• Q1 Monitoring and Performance report July 2023</li> <li>• Q1 - April-June 2023 Quarterly Advocacy Report</li> <li>• Safeguarding report</li> </ul> <b>P Hutchinson, Senior Policy, Impact and Influence Manager</b> <b>K McElroy, Service Manager</b>	Paper 732  Paper 733  Paper 734	<b>11:55 NOTING NOTING NOTING</b>
10	<b>ARAC:</b> <ul style="list-style-type: none"> <li>• Committee Update (Chairs Reports)</li> </ul> <b>P Farry, Chair of ARAC</b>	Verbal	<b>12:05 NOTING</b>
11	<b>Business Committee:</b> <ul style="list-style-type: none"> <li>• Committee Update (Chairs Reports)</li> <li>• Minutes from Business Committee on 2<sup>nd</sup> May 2023</li> </ul> <b>A Hanna, Chair of Business Committee</b>	Verbal Paper 735	<b>12:10 NOTING NOTING</b>

12	<b>Business Support/ HR</b> <ul style="list-style-type: none"> <li>• Summary – Workforce Information Report</li> </ul> <b>C Collins, Head of Business Support</b>	Paper 736	<b>12:15</b>  <b>NOTING</b>
13	<b>AOB</b>		<b>12:20</b>
14	<b>Date of next Council meeting</b>  Tuesday 14 <sup>th</sup> November 2023, 10am – 1pm		<b>12:25</b>
15	<b>Close</b>		<b>12:30</b>