

## Agenda

**Meeting:** 101<sup>st</sup> Council Meeting of the Patient and Client Council

**Date and Time:** Tuesday 14<sup>th</sup> November 2023

**Venue/Online:** via Microsoft Teams

**Closed session:** 9.30am – 10.30am

**Open session:** 10.30am – 1pm

### Council Members

Ms Ruth Sutherland (Chair)

Mr Stephen Mathews

Mr Alan Hanna

Mr Paul Douglas

Mr Paddy Farry

Mr Tom Irvine

Cllr Martin Reilly (Co-opted member)

### 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

### Apologies

Mr Martin Quinn, Regional HSC PPI Lead, PHA

No.	Agenda Item	Update by	Timing & Action
1.	Welcome and apologies <b>Chair</b>	Verbal	<b>10.30</b>
2.	Minutes and Matters arising <ul style="list-style-type: none"> <li>Minute of the Council meeting on 12<sup>th</sup> September 2023</li> <li>Matters arising</li> </ul>	Paper 738  Paper 739	<b>10:32</b> APPROVAL  APPROVAL
3.	Declaration of Interests <b>Chair</b>	Verbal	<b>10:35</b> NOTING

4.	Chair's update <b>Chair</b>	Verbal	<b>10:40</b> NOTING
5.	CEO Update <b>M Monaghan, CEO</b>	Paper 740	<b>10:50</b> NOTING
6.	<b>Strategic discussion</b> Maximising the opportunities for Council to discharge its role and responsibilities in support of strategy delivery  <b>M Monaghan, CEO &amp; EMT</b>	Paper 741	<b>11:00</b> DISCUSSION
<b>BREAK 11:45 – 11:55</b>			
<b>MATTERS FOR DISCUSSION, NOTING AND APPROVAL</b>			
7.	<b>Business Support and Governance</b> <ul style="list-style-type: none"> <li>• Register of Sealing</li> <li>• IT solutions</li> <li>• Risk <ul style="list-style-type: none"> <li>○ High level Summary &amp; Discussion re the way forward</li> </ul> </li> <li>• Equality and Disability 5-year action plan</li> <li>• Partnership Agreement</li> <li>• Finance <ul style="list-style-type: none"> <li>○ Finance Update – month 6</li> </ul> </li> </ul> <b>C Collins, Head of Business Support</b>	Paper 742 Verbal  Paper 743  Paper 744  Paper 745  Paper 746	<b>11:55</b> APPROVAL NOTING  NOTING  APPROVAL  NOTING  NOTING
8.	<b>Operations</b> <ul style="list-style-type: none"> <li>• Operational Performance</li> </ul> <b>P Hutchinson, Senior Policy, Impact and Influence Manager</b>	Presentation	<b>12:15</b> NOTING
<b>COMMITTEE BUSINESS</b>			
9.	<b>ARAC:</b> <ul style="list-style-type: none"> <li>• Committee Update (Chairs Reports)</li> <li>• Schedule of Delegated Authority</li> <li>• PCC Mid-Year Assurance Statement 2023-24</li> <li>• Final Report to those Charged with Governance</li> <li>• Assurance Framework</li> </ul>	Verbal Paper 747 Paper 748  Paper 749  Paper 750	<b>12:25</b>  NOTING APPROVAL APPROVAL  NOTING  APPROVAL

	<ul style="list-style-type: none"> <li>• Standing Orders</li> </ul> <p><b>P Farry, Chair of ARAC</b></p>	Paper 751	APPROVAL
<b>10.</b>	<p><b>Business Committee:</b></p> <ul style="list-style-type: none"> <li>• Committee Update (Chairs Reports)</li> <li>• Q2 monitoring and Performance report September 2023</li> <li>• Q2 Quarterly Advocacy Report</li> </ul> <p><b>A Hanna, Chair of Business Committee</b></p>	<p>Verbal Paper 752</p> <p>Paper 753</p>	<p><b>12:40</b></p> <p>NOTING NOTING NOTING</p>
<b>11.</b>	<b>AOB</b>	Verbal	<b>12:50</b>
<b>12.</b>	<p><b>Date of next Council meeting</b></p> <p>Tuesday 13<sup>th</sup> February 2024, 10am – 1pm</p>		<b>12:55</b>
<b>13.</b>	<b>Close</b>		<b>13:00</b>