

**Ref: TB1/88/15**

**Appendix A**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject:** Minutes of the meeting held on 22 January 2015

**Presented by:** Mr McCann

**FOR APPROVAL**

**Ref:TB2/88/15**

**Appendix B**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject:** Performance Report

**Content:** To consider performance at 28 February 2015

**Presented by:** Ms B Donaghy

**FOR CONSIDERATION**

**Ref: TB3/88/15**

**Appendix C**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject:** Finance

**Content:** - To consider report on position at 28 February 2015

**Presented by:** Mr L O'Neill

**FOR CONSIDERATION**

**Ref: TB4/88/15**

**Appendix D**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject:** Capital Programme

**Content:** To consider position on schemes at 28 February 2015

**Presented by:** Ms B Donaghy

**FOR CONSIDERATION**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject: Outline Business Cases**

**Content:** To consider summaries of Outline Business Cases for:

- the decontamination arrangements for Podiatry and Dental services; and
- relocation of Pharmacy Department , Mid Ulster Hospital

**Presented by: Ms B Donaghy**

**FOR APPROVAL**

**Ref: TB6/88/15**

**Appendix F**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject: Board Governance Self-Assessment Tool for 2014/15**

**Content:** On 18 November 2014, the Permanent Secretary requested all DHSSPS Sponsored Arms Length Bodies to carry out the annual Board effectiveness evaluation for 2014/15 and submit the self assessment by 31 March 2015.

The completion of one case study was also mandatory for 2014.

This year there is a requirement to have the ratings independently verified. This is being undertaken through the NHS Leadership Centre and will be completed by 31 March 2015.

**Presented by: Mr B McCann**

**FOR APPROVAL**

**Ref:TB7/88/14**

**Appendix G**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject: Audit Committee**

**Content: To note the minutes of the meeting held on 21 October 2014**

**Presented by: Mr J Moore**

**FOR NOTING**

**Ref: TB8/88/15**

**Appendix H**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject: Governance Committee**

**Content: To note the minutes of the meetings held on 22 September 2014 and 29 January 2015**

**Presented by: Professor D Whittington**

**FOR NOTING**

**Ref: TB9/88/15**

**Appendix I**

**Northern Health and Social Care Trust**

**Subject: Equality Steering Group**

**Content: To note minutes of meeting held on 18 February 2015**

**Presented by: Ms P Montgomery**

**FOR NOTING**

**Northern Health and Social Care Trust****Subject: Update on Procurement Matters****Content:**

In light of the recent issues within the Trust on procurement related matters, an update is now being provided to Trust Board; on both the specific issues raised in the reports on Estates Management and on general procurement.

**General Procurement**

The process by which Single Tender Actions (STA's), which can also be referred to as Direct Award Contracts (DAC's), are approved has been strengthened.

- All STA's are RAG rated and advised on by the Procurement and Logistics Compliance Unit before being issued to the Director of Finance's office. They are then signed off by the relevant director before being reviewed and confirmed by the Director of Finance for approval by the Chief Executive.
- From 26<sup>th</sup> February 2015 the Public Procurement Regulations have been changed and all STA's over £111,676 must go to the Permanent Secretary for approval. The previous limit was £172,514.
- Once STA's are approved and returned to the Procurement and Logistics Service, they are copied to the relevant director to remind them that they are accountable for ensuring that the advice provided is followed.
- STA's are discussed at the Directorate Accountability meetings held every other month. A report on STA's is also brought to each meeting of the Audit Committee.
- A report is submitted on a monthly basis to Procurement and Logistics, and the Directorate of Finance and Personnel, on all STA's over £30,000.

For those areas that are not considered by the Procurement and Logistics Compliance Unit, that is, Estates and Pharmacy, a monthly reminder is issued to the Head of the Service requesting details of all STA's over £30,000 to be submitted to the Compliance Unit to ensure they have a complete record.

- The Heads of Service are also reminded of the need to submit details of any STA's to the Director of Finance's office.

- The Trust has a Procurement Board meeting held, at least twice yearly, in conjunction with regional and local Procurement and Logistics Service officers at which procurement matters are discussed. All directorates are invited to be represented at the meeting.

#### **Estate Services**

- The matters raised in the Internal Audit report are currently the subject of ongoing disciplinary proceedings within the Trust.
- A meeting was held recently with Health Estates/Central Procurement Directorate to discuss the specific STA's for the Day Term Contracting, as dealt with in the Report. The interim Head of Estates and the Director of Finance attended the meeting.

**Presented by:** Mr L O'Neill

**FOR NOTING**

**Re: TB11/88/15**

**Appendix K**

**NORTHERN HEALTH AND SOCIAL CARE TRUST**

**Subject: Corporate Nursing Annual Quality Report**

**Content: To note the report for the period October 2013 –  
December 2014**

**Presented by: Mrs O MacLeod**

**FOR NOTING**