

# **CHAIR AND NON-EXECUTIVE DIRECTORS' BUSINESS**

**Chair's Business and Visits  
24<sup>th</sup> March 2025 to 16<sup>th</sup> May 2025**

1. Trust Board
2. Meetings in SHSCT: <ul style="list-style-type: none"> <li>a. Chief Executive Bi-monthly meeting with Non-Executive Directors</li> <li>b. Chair and Chief Executive 1:1</li> <li>c. Meetings with Head of Office</li> <li>d. Meeting with Board Assurance Manager</li> <li>e. Meeting with Non-Executive Directors</li> <li>f. Encompass Go Live Readiness 30 day</li> <li>g. Internal Audit Review Meeting</li> </ul>
3. External Representation: <ul style="list-style-type: none"> <li>a. NIA Health Committee visit to Daisy Hill Hospital</li> <li>b. Northern Ireland Audit Office</li> <li>c. Daisy Hill Future Group representatives</li> <li>d. Department of Health Permanent Secretary</li> <li>e. Department of Health</li> <li>f. SPPG</li> <li>g. HSC Trust Chairs</li> <li>h. Northern Ireland Public Sector Chairs Forum</li> </ul>

**Non-Executive Directors Business and Visits**

**Liz Ensor, 24<sup>th</sup> March 2025 to 16<sup>th</sup> May 2025**

1. Trust Board
2. Trust Committee Meetings: <ul style="list-style-type: none"> <li>a. Audit &amp; Risk Assurance Committee(s)</li> <li>b. Finance, Performance &amp; Workforce Committee</li> <li>c. Strategy and Transformation Committee Meeting</li> </ul>
3. Meetings in SHSCT: <ul style="list-style-type: none"> <li>a. Chief Executive Bi-monthly meeting with Non-Executive Directors</li> <li>b. Audit &amp; Risk Assurance Committee pre-meetings</li> <li>c. Internal Audit – Head of Internal Audit – re planning (virtual)</li> <li>d. Audit &amp; Risk Assurance Committee assessment reporting (virtual)</li> </ul>
4. Training: <ul style="list-style-type: none"> <li>a. ALB Audit &amp; Risk Assurance Committee Chairs – Business Case Workshop</li> </ul>
5. External Representation: <ul style="list-style-type: none"> <li>a. External Audit (virtual)</li> </ul>

**Rob Lynas, 24<sup>th</sup> March 2025 to 16<sup>th</sup> May 2025**

1. Trust Board
2. Children's Home Visit: a. Bocombra
3. Leadership Walks: a. Closed Records, Lurgan Hospital (with Dawn Ferguson)
4. Meetings in SHSCT: a. Chief Executive Bi-monthly meeting with Non-Executive Directors b. Discussion with Assistant Director of Assurance

**Alastair Hughes, 24<sup>th</sup> March 2025 to 16<sup>th</sup> May 2025**

1. Trust Board
2. Trust Committee Meetings: a. Audit and Risk Assurance Committee
3. Children's Home Visits: a. Oaktree
4. Leadership Walks: a. Trust Estates, Lurgan Hospital Site (with Trudy Reid)
5. Meetings in SHSCT: a. Chief Executive Bi-monthly meeting with Non-Executive Directors b. New Non-Executive Directors meeting with Medical Director c. Interim Chief Executive update meeting (with Non-Executive Directors) d. Chair, Non-Executive Directors, SLT meeting Permanent Secretary (Mike Farrar) e. Meeting with Stephen Wallace (Head of Office) f. Annual Appraisal – 3 Month Review
6. Medical Recruitment: a. Consultant Neurologist
7. Training: a. Mandatory online Cyber Training x 2
8. Virtual Meeting a. Chat with the Chief

**Geraldine Browne, 24<sup>th</sup> March 2025 to 16<sup>th</sup> May 2025**

1. Trust Board
2. Trust Committee Meetings: a. Audit & Risk Assurance Committee
3. Children's Home Visits: a. Cherry Grove
4. Meetings in SHSCT: a. Chief Executive Bi-monthly meeting with Non-Executive Directors b. 3 month Appraisal with Trust Chair c. New Non-Executive Directors meeting with Director of Planning, Performance and Informatics - virtual d. Chair, Non-Executive Directors, SLT meeting Permanent Secretary (Mike Farrar) e. Meeting with Dr Damian Scullion Deputy Medical Director
5. External Representation: a. Meeting with Patient & Client Council (virtual)

**Michele Corkey, 24<sup>th</sup> March 2025 to 16<sup>th</sup> May 2025**

1. Trust Board
2. Trust Committee Meetings:
a. Audit and Risk Assurance Committee
3. Children's Home Visits:
a. Cedar Grove
4. Meetings in SHSCT:
a. Chief Executive Bi-monthly meeting with Non-Executive Directors
b. 3 month appraisal with Trust Chair
5. Adoption Panel Meetings x 2

**Chris Stewart, 24<sup>th</sup> March 2025 to 16<sup>th</sup> May 2025**

1. Trust Board
2. Meetings in SHSCT:
a. Chief Executive Bi-monthly meeting with Non-Executive Directors
b. Meeting with Mrs Margaret O'Hagan and Mrs Dawn Ferguson as part of Maternity Safety Champion role
c. New Non-Executive Directors meeting with Medical Director
d. New Non-Executive Directors meeting with Director of Planning, Performance and Informatics
e. Chair, Non-Executive Directors, SLT meeting Permanent Secretary (Mike Farrar)
3. External Representation:
a. Meeting with Mrs Mairead McAlinden as part of Maternity Safety Champion role
b. Regional Neonatal and Maternity Conference
c. Meeting with Mrs Liz Bannon as part of Maternity Safety Champion role