

**CHAIR AND NON
EXECUTIVE DIRECTORS
BUSINESS**

Chair's Business:

29 November 2018 – 23 January 2019:

External Representation:

1. Royal College of Nursing (Northern Ireland) Annual Lecture and Christmas Reception – Belfast
2. Performance Appraisal – Department of Health, Belfast

Internal Representation:

1. Meetings with the Chief Executive
2. Meetings with the Board Assurance Manager
3. Trust Board Meeting
4. Meeting with Assistant Director of Human Resources and Non Executive Director
5. Leadership Walk – Psychology Services
6. Family Nurse Partnership Client Graduation Event
7. Consultant Interviews – Consultant Urologist; Consultant in Anaesthesia and IC Medicine;
8. Trust Choir Annual Christmas Carol Service – St. Luke's Church
9. Chair's Christmas Receptions
10. Trust Nurse Recruitment Day
11. Meeting with Ms E Mullan, Non Executive Director; Chief Executive; and Board Assurance Manager – update on Governance Committee
12. Patient and Client Experience Committee Meeting
13. Meeting with Mr J Wilkinson, Non Executive Director; Chief Executive; and Board Assurance Manager – update on Patient and Client Experience Committee
14. Directors' Workshop
15. Autism Services Christmas Formal – Armagh City Hotel
16. Bluestone 10th Year Anniversary Event
17. Newry, Mourne and Down Council Chair's Christmas Visit to Daisy Hill Hospital
18. Induction Meeting with Medical Director

25 Years' Service Letters Completed (October-December 2018):	12
Staff Retirement Letters Completed (October-December 2018):	21

Non Executive Directors Business:

Ms Geraldine Donaghy – 24 November 2018 – 21 January 2019:

1. Non Executive Directors Meeting with the Chair
2. Trust Board Meeting
3. Grievance Appeal Panel/Hearing
4. Inquiry into Hyponatraemia Related Deaths (IHRD) 'Being Open' Sub Group Meetings – Belfast
5. Excellence Awards Committee Meetings
6. Governance Committee Meeting
7. Chair's Christmas Reception – South Tyrone Hospital
8. Consultant Anaesthetist Interviews – Daisy Hill Hospital
9. Photograph - Launch of Excellence Awards – ARC Centre, Bessbrook

Mrs Pauline Leeson – 22 November 2018 – 19 December 2018:

1. Northern Ireland Public Sector Leadership and Governance Conference 2018
2. Non Executive Directors Meeting with the Chair
3. Trust Board Meeting
4. Governance Committee Meeting
5. Adoption Panel Induction Meeting
6. Directors' Workshop
7. Consultant Paediatric Interviews
8. Chair's Christmas Reception – Lurgan Hospital

Ms Eileen Mullan – 29 November 2018 – 23 January 2019:

1. Non Executive Directors Meeting with the Chair
2. Trust Board Meeting
3. Governance Committee Meeting
4. Meeting with the Chair, Chief Executive and Board Assurance Manager – update on Governance Committee
5. Patient and Client Experience Committee Meeting
6. Chair's Christmas Reception – St. Luke's Hospital; Craigavon Area Hospital
7. Visit to Bocombra Children's Home
8. Leadership Walk – Health Visiting Team, South Tyrone Hospital
9. Meeting with the Board Assurance Manager
10. Excellence Awards Committee Meeting

Mrs Hilary McCartan – 8 November 2018 – 11 December 2018:

1. Meeting with the Chair and Non Executive Director
2. Trust Board Development Day
3. Healthcare Financial Management Association (HFMA) Dinner (Northern Ireland Branch)
4. Northern Ireland Public Sector Leadership and Governance Conference 2018
5. Non Executive Directors Meeting with the Chair
6. Trust Board Meeting
7. Governance Committee Meeting
8. Visit to Cedar Grove Children's Home
9. Chair's Christmas Reception – Bannvale House

Mr Martin McDonald – 16 November 2018 – 4 December 2018:

1. Visit to Cherrygrove Children's Home

Mrs Siobhan Rooney – 17 November 2018 – 20 December 2018:

1. Non Executive Directors Meeting with the Chair
2. Trust Board Meeting
3. Governance Committee Meeting
4. Organ Donation Meeting
5. Adoption Panel
6. Mortality and Morbidity Meeting
7. Directors' Workshop
8. Visit to Carrickore Children's Home
9. Chair's Christmas Reception – Daisy Hill Hospital

Mr John Wilkinson – 30 November 2018 – 15 January 2019:

1. Raising Concerns Meeting
2. Governance Committee Meeting
3. Visit to Oaklands Respite Unit
4. Patient and Client Experience Committee Meeting
5. Meeting with the Chair, Chief Executive and Board Assurance Manager – update on Patient and Client Experience Committee
6. Directors' Workshop
7. Patient Client Experience Recognition Event
8. Christmas Carol Service – Craigavon Area Hospital
9. Chair's Christmas Reception – Lurgan Hospital
10. Bluestone Anniversary Event
11. Excellence Awards Committee Meeting