



**Minutes of the Board meeting 11 October 2007**  
**Board Room, 9th Floor, Riverside Tower, Lanyon Place, Belfast**

**Present**

Ian Carson (Chairman)  
*(Confidential session only)*  
Richard Adams (*Chairman for Public Session*)  
Geraldine Donaghy  
Joan Harbison  
Jim Jamison  
Lilian Jennett (*Public session only*)  
Patricia McCoy  
Allen McCartney  
Ruth Laird  
Una O'Kane  
Colin Reid  
Austin Smith

**Officers of the Board present**

Sandra Bell (Planning and Policy Manager)  
John Black (Acting Director of Operations, Social Services)  
Phelim Quinn (Acting Chief Executive) (*Confidential session only*)  
David Stewart (Medical Director Designate)  
John Stewart (Director of Corporate Services)

**Apologies**

Connor Mulholland

**Apologies**

Robert Graham (Committee Administrator)  
Theresa Nixon (Director of Operations, Social Services)

**PUBLIC SESSION**

**07.112 Welcome and Chairman's remarks**

- 07.112.1 The Deputy Chairman welcomed Board members, Executive Team and staff members to the public session of the Board meeting.
- 07.112.2 He particularly welcomed Muriel Dickson who had recently been appointed as Acting Director of Operations (Nursing).

**07.113 Minutes of the meeting of the Board held on Thursday 13 September 2007, Board Room, Riverside Tower, Lanyon Place, Belfast [Paper min/Sep/07]**

The Board **APPROVED** the minutes of the meeting of the Board meeting held on 13 September 2007.

**07.114 Matters arising from minutes**

**07.103 Update on Clinical and Social Care Governance Reviews**

07.114.1 The Acting Director of Operations (Social Services) confirmed that the reports would not be provided to the DHSSPS without submission to the Board first. He reported that the composite report would be provided to the Board later in the meeting.

**07.115 Chairman's report**

07.115.1 In the absence of the Chairman, there was no Chairman's Report presented at this meeting.

**07.116 Chief Executive's Report [Paper B/07/07]**

07.116.1 Board members and staff were asked to refer to the tabled report for details of the Chief Executive's report.

**07.117 DHSSPS Shared Services Consultation Paper - Director of Corporate Services [Paper C/07/07]**

07.117.1 The Director of Corporate Services presented the Shared Services consultation paper, stating that this should be reviewed within the context of the recent Ministerial statement delaying the draft Reform Order until at least 1 April 2009.

07.117.2 He reported that the response document would be submitted to the Board for comment prior to submission to the DHSSPS.

07.117.3 A Board Member expressed concern about RQIA's lack of involvement in the initial consultation workshops and suggested that the Director of Corporate Services write to the DHSSPS expressing this concern and ask them to set up a workshop with RQIA and other smaller agencies.

07.117.4 Other key points raised were the timescales, the quality and consistency of services provided and any potential risks to RQIA's plan to re-enforce in-house capacity both in finance and the recruitment of

an Organisational Development/HR Manager.

- 07.117.5 The Director of Corporate Services reported that using the Organisational Development Strategy as a lever for change RQIA would proceed with its plans.
- 07.117.6 One Board Member questioned why the DHSSPS shared services review had not been part of the larger Civil Service review and why private sector providers had been ruled out.
- 07.117.7 The Director of Corporate Services reported that he would incorporate this Board discussion in the consultation response.
- 07.118 Memorandum of Understanding with Her Majesty's Inspectorate of Prisons - Acting Chief Executive [Paper D/07/07]**
- 07.118.1 The Acting Director of Operations (Social Services) presented to the Board the Memorandum of Understanding with the Criminal Justice Inspectorate and Her Majesty's Inspectorate of Prisons.
- 07.118.2 He also reported that the transfer of health and social care in prisons to the HSC had not taken place on 1 October 2007 as planned and without this transfer RQIA has no remit to inspect health and social care in prisons.
- 07.118.3 A Board Member welcomed the inclusion of RQIA inspectorate staff in the inspection of the Juvenile Justice Centre and the addition of a terms of reference for this in the memorandum of understanding.
- 07.118.4 The Board **AGREED** that the memorandum of understanding should be brought back to the Board following review of the text in order to make it easier to understand and to provide clarification about the apparent inconsistencies between announced and unannounced inspections.
- 07.119 Information Strategy - Interim Findings and Initiatives - Presentation by Stephen Morton, Deloitte**
- 07.119.1 The Board welcomed Stephen Morton, Cara McCrory and Neil Doyle from Deloitte to the Board Meeting.
- 07.119.2 Stephen Morton stated that it was a highly summarised version of the strategy which would be presented at the meeting. A more detailed report will go to Executive Team in the next 3 - 5 days.
- 07.119.3 The presentation outlined the strengths and weaknesses of RQIA's

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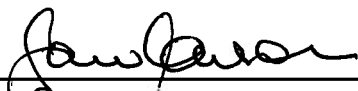
current information management and 9 key information strategy initiatives.

- 07.119.4 Following the presentation Board Members were provided with an opportunity to ask questions.
- 07.119.5 Stephen Morton was challenged on the generic nature of the initiatives provided. He reiterated that these were high-level recommendations and that the strategy document would include more detailed RQIA specific actions.
- 07.119.6 A Board Member questioned whether any consideration had been given as to how RQIA can use other information sources outside the organisation. Stephen Morton said that consideration had been given to this but that it was most important for RQIA established processes to allow it to use its own information in the first instance. He confirmed that there was a desire to improve among RQIA staff.
- 07.119.7 A question was raised as to whether consideration had been given to involving Dr Tracey Power's department at the DHSSPS and possible secondment to the Authority.
- 07.119.8 The Deputy Chairman thanked Deloitte for their presentation.
- 07.119.9 Following their departure the Board discussed the quality of the work that had been provided and it was **AGREED** that the full Information Strategy be brought back to the Board along with the terms of reference provided to Deloitte.
- 07.120 Clinical and Social Care Governance Reviews - Overview Report - Acting Chief Executive [Paper E/07/07]**
- 07.120.1 The Board welcomed the Assistant Director of Operations (Mental Health and Learning Disabilities) who is also currently covering the work of the Assistant Director of Operations (Clinical and Social Care Governance) to the meeting.
- 07.120.2 The Assistant Director of Operations (MHLD) presented to the Board the key findings of the Clinical and Social Care Governance reviews and provided them with a copy of the overview report.
- 07.120.3 He also provided Board Members with a list of individual reports which Board Members can request copies from for information.
- 07.120.4 Board Members **AGREED** that the reports should not be submitted to the DHSSPS without prior discussion by the Board.

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- 07.120.5 The Medical Director Designate stated that this could cause a delay in the agreed timetable with the DHSSPS.
- 07.120.6 The Deputy Chairman agreed to speak to the Chairman with regards to how best to provide Board Members with the opportunity to have a full discussion on the reports.
- 07.121 Update on Review of Mental Health and Learning Disability - Verbal presentation - Jude O'Neill, Acting Assistant Director of Operations**
- 07.121.1 The Deputy Chairman asked the Chairman of the Audit Committee to chair the rest of the meeting and provided apologies for the rest of the meeting.
- 07.121.2 The Assistant Director of Operations (MHL D) presented to the Board an update on the review of Mental Health and Learning Disability including an overview of some of the initial findings stating that they reflect what was found in the clinical and social care governance reviews.
- 07.121.3 A Board Member stated that she was surprised at how forthcoming service providers had been about the inadequacies of the service. Executive Team members stated that this may be due to the change of structures within HSC.
- 07.121.4 Board Members requested that the reporting timetable to the DHSSPS be established around the Board timetable.
- 07.122 Any other business**
- 07.122.1 There being no other business the Chairman drew the meeting to a close.

**Date of next meeting:  
13 November 2007 at 2pm  
Manor House Hotel, Enniskillen**

Signed   
Dr Ian Carson  
Chairman

Date 13<sup>th</sup> Nov 2007

