South Eastern Health and Social Care Trust

Paper No: SET/135/26	
Trust Board Meeting: 30 September 2026	
Public Agenda Item 2.3	

Title of Paper:	**Involvement & Consultation Scheme**		
For **Decision**	~~**For Assurance**~~	~~**For Information**~~	~~**For Discussion**~~

1.0	**Background:**
	The Health and Social Care (Reform) Act (Northern Ireland) 2009 places a statutory duty on Health and Social Care organisations to involve and consult the Patient and Client Council, service users and carers in the planning and provision of health and social care. The act requires Health and Social Care Trusts to prepare and maintain a consultation scheme which sets out how they will discharge their statutory duties in relation to Involvement and Consultation. Working in partnership with the Public Health Agency, Health and Social Care Trusts across Northern Ireland worked collectively to develop a regional template for Involvement and Consultation Schemes. The Scheme sets out how the Trust will meet its statutory duty of Involvement and Consultation and fulfil its Personal and Public Involvement (PPI) responsibilities. Trust Board considered and approved the draft updated Scheme in January 2024. The Scheme has remained in operation since that time and the Trust has continued to discharge its statutory responsibilities for involvement and consultation.
2.0	**Key Issues:**
	Subsequently, the Trust, working in partnership with the Public Health Agency (PHA) and other Health and Social Care organisations, undertook a regional public consultation on the updated Involvement and Consultation Schemes. The consultation concluded in November 2024 and demonstrated broad support for the Schemes, with a small number of minor amendments recommended. The amended Scheme, incorporating consultation feedback, is now being presented to Trust Board for awareness and approval (**SET/136/26**). The amendments proposed are minor in nature and do not alter the substantive commitments contained within the Scheme, which has remained operational since its approval by Trust Board in January 2024. Subject to Trust Board approval the updated scheme will be submitted to Department of Health for approval in accordance with the requirements of the Health and Social Care (Reform) Act (Northern Ireland) 2009.
3.0	**Link to Strategic Objectives:**
	Our People ☐ Population Health & Health Inequalities ☐ Delivering Care Closer to Home ☐

	Hospital Care ☐ Safety, Quality and Experience of Care ☒
4.0	**Resource Implications (inc Organisational, Financial, Human Resources):**
	1. Organisational
	The Scheme formalises the Trust's existing arrangements for Involvement and Consultation. Implementation will continue through established governance and operational arrangements, including oversight through the Involvement and Experience Leadership Committee.
	2. Financial
	No additional financial implications have been identified. Any costs associated with individual involvement or consultation exercises will continue to be considered and managed through the relevant planning processes.
	3. Human Resources
	No additional human resource implications have been identified as a direct result of approving the Scheme. Delivery will continue through existing roles, responsibilities and governance structures.
	4. Environmental Factors Yes ☐ No ☒
	No direct environmental implications have been identified.
5.0	**Impact on Safety, Quality and Experience (SQE):**
	1. Safety
	No direct adverse impact identified. Meaningful involvement and consultation can support the identification and consideration of potential safety impacts when services, policies or proposals are developed or changed.
	2. Quality
	The Scheme supports the Trust to involve service users, carers and the public in the planning, development, delivery and review of services, helping to inform quality improvement and decision-making.
	3. Experience
	The Scheme sets out the framework for listening to and involving service users, carers and the public, with the aim of ensuring that their experience and views inform Trust activity and decisions.
6.0	**Key Risks and Proposals to Mitigate:**
	1. Key Risks
	No new material risks are anticipated from approval of the Scheme. However, failure to secure formal approval, maintain the Scheme or consistently apply its requirements could create a governance and statutory assurance risk for the Trust.

	2. Proposals to Mitigate
	Trust Board approval is sought. Implementation and compliance will continue to be supported through established Trust governance arrangements, including the Involvement and Experience Leadership Committee, with ongoing monitoring and reporting.
7.0	**Risk Register:**
	It is listed on BAF? Yes ☐ No ☒ Is it listed on CRR? Yes ☐ No ☒

Lead Director:	**Helen Moore, Director of Planning, Performance and Informatics Professor David Robinson, Deputy Chief Executive, Executive Director of Nursing, Midwifery & AHPs and Director of Support Services**
Date:	**16 September 2026**

Reasons for Paper Presentation

Decision	*Used when an item requires a formal agreement or endorsement by the meeting / committee members. Examples are approving minutes, budgets, proposals or policies.*
Assurance	*Used when an item can be measured against a certain criteria / standard. Examples are a project is on course with delivery or financial targets are being met.*
Information	*Used when an item is presented for the purpose of updating or informing the attendees without requiring a decision or action, such as reports, updates, or announcements.*
Discussion	*Used when an item is listed primarily for open discussion, brainstorming or gathering input from the members without requiring an immediate decision.*