

## Agenda

### Meeting of the BSO Board

**A meeting of the BSO Board will take place on Thursday 26 June 2025 at 10am the Boardroom, BSO HQ, 2 Franklin Street, Belfast, BT2 8DQ**

NO.	ITEM	ACTION REQUIRED	PAPER NO.
1.	<b>Apologies: Karen Hunter</b> <b>(Victoria Thompson, Interim AD SP&amp;CE attending obo K Hunter)</b>		-
2.	Conflicts of Interest Declarations		-
3.	Minutes of BSO Board Meeting held on 29 May 202	<i>Approval</i>	<b>A</b>
4.	Action Template – <b>Chair to Report</b>		<b>BSO 42/2025</b>
5.	Chair's Business	<i>Noting</i>	-
6.	Chief Executives Report	<i>Noting</i>	<b>BSO 43/2025</b>
7.	<b>Draft 2024/25 BSO Annual Report and Accounts – Acting Director of Finance/ Director of SP&amp;CE to Report/ GAC Chair to recommend approval</b>		
	7.1 Report on the 2024-25 Annual Report & Accounts (Draft)	<i>Review/Noting</i>	<b>BSO 44/2025</b>
	7.2 2024-25 Draft Governance Statement	<i>Review/Noting</i>	<b>BSO 45/2025</b>
	7.3 The Certificate and Report (Annex A) of the Comptroller and Auditor General to the NI Assembly ( <b>TO FOLLOW</b> )	<i>Review/Noting</i>	<b>BSO 46/2025</b>
	7.4 Letter of Representation	<i>Review/Noting</i>	<b>BSO 47/2025</b>
	7.5 Draft BSO Annual Report and Accounts for 2024/25	<i>Approval</i>	<b>BSO 48/2025</b>
8.	Finance Report – Month 2 – <i>Acting DoF to Report</i>	<i>Noting</i>	<b>BSO 49/2025</b>
9.	Update on Management of PPE and Audit Qualification – <i>Acting DoF and Director of Operations to Report</i>	<i>Noting</i>	<b>BSO 50/2025</b>
10.	Presentation on Procurement Function Re-Design – <b>Linda O' Hare, Assistant Director Procurement to Report</b>	<i>Noting</i>	<b>BSO 51/2025</b>

NO.	ITEM	ACTION REQUIRED	PAPER NO.
11.	Presentation – Equip Programme Update – <i>Craig Young, Programme Director to Report</i>	<i>Noting</i>	
12.	<b><i>Governance and Audit Committee (GAC)</i></b>  Report of Meeting held on 20 June 2025 – <i>Chair of GAC to Report</i>  Minutes of GAC Meeting held on 20 May 2025	<i>Noting</i>   <i>Noting</i>	BSO 52/2025
13.	Any Other Business		
14.	<b>Date of Next Meeting</b>  Thursday 28 August 2025 – 10 am – Conference Room, BSO Shared Services Centre, Greenmount House, Woodside Industrial Estate, Woodside Road, Ballymena Street, Belfast, BT42 4TP		