

13 January 2026

Neurology Compensation Project Board

We are seeking documentation for the period 1 January 2022 to 31 December 2023.

Please provide the following, if held:

1. Board Structure and Governance

- The Board's membership during the relevant period.
- Its terms of reference, remit, or equivalent governance documentation.
- Any revisions or amendments to the above.

2. Meeting Documentation

For all meetings of the Neurology Compensation Project Board held within the period, please provide:

- agendas
- minutes (draft or final)
- action or decision logs
- papers circulated for discussion
- reports or slide decks presented to the Board

Where final minutes are unavailable, draft or near-final versions are acceptable.

If items are redacted, please confirm the existence of the original material.

3. Liaison and Correspondence

Copies of correspondence (emails, memoranda, briefings or attachments) exchanged between the Board or its Chair and any of the following:

- Directorate of Legal Services (BSO)
- Department of Health
- Belfast HSC Trust (including Medical-Legal)
- PSNRAG
- HSC Trusts
- External legal or risk advisers

Please include any communication referencing:

- case-handling strategy
- liability considerations
- cohort-level decision-making
- risk assessments or exposure estimates
- discussions regarding expert evidence

4. Outputs and Reports

Any reports, summaries, internal reviews or outcome documents produced by or for the Neurology Compensation Project Board during the period.

If no formal reports exist, please confirm whether none were produced.

5. Document Management

Any available description of how Board-related documentation is stored, indexed or categorised within your organisation.

Belfast Health and Social Care Trust does not have access to this information.
Directorate of Legal Services Foi.bso@hscni.net