

**DEPARTMENTAL BOARD MEETING**  
**- Minutes -**  
**Wednesday 31 May 2017**  
**Castle Buildings, Stormont Estate, Belfast**

<b>Present:</b>	Nick Perry (Permanent Secretary) Clarke Black (Independent Board Member) David Lavery (Director, Access to Justice) Lianne Patterson (Director, Justice Delivery) Anthony Harbinson (Director, Safer Communities) Ronnie Armour (Director, Reducing Offending) Judith Black (NICSHR)
<b>Apologies:</b>	Mark Goodfellow (Strategic HR Business Partner, NICSHR)
<b>In Attendance:</b>	Maria Watson (Secretary)

**OPERATING ENVIRONMENT**

**ACTION**

- 1.1 The Chair welcomed Board members to the May meeting. Apologies were noted from Mark Goodfellow, with Judith Black deputising.
- 1.2 No conflicts of interest were declared.
- 1.3 The Board agreed the April minutes without amendment.

**Board Secretary to place  
April minutes on  
Departmental website.**

**Critical Issues**

- 2.1 The Chair noted recent developments in the security situation with the loyalist murder in Bangor and the bombing in Manchester. He confirmed that contingency plans were in place in the event of a similar attack in Northern Ireland.
- 2.2 The Political talks in Northern Ireland will resume after the General

Election on 8 June; the DoJ is well placed to support discussions on Legacy, HIU and PfG when required.

## **Resourcing**

- 2.3 The Director of Justice Delivery confirmed that there was no change in the current year position following indicative budgets being allocated to business areas. DoF have initiated an exercise looking at anticipated profiling and pressures for 2018/19 and 2019/20.

## **STRATEGY**

### **Policing and Community Safety Partnerships (PCSPs)**

- 3.1 Steven McCourt, Michael McAvoy and Lesley McCombe delivered a presentation on Policing and Community Safety Partnerships (PCSPs). The presentation outlined the roles and responsibilities of PCSPs, their funding and governance arrangements and current delivery expectations.
- 3.2 Discussions took place with Board members on the challenges and barriers experienced by PCSPs in delivering outcomes, how they demonstrate value for money and how their work aligns with the new Programme for Government.

### **Tackling Paramilitarism**

- 3.3 Julie Harrison and Katie Taylor presented paper BP(17)25 on the Tackling Paramilitarism Programme.
- 3.4 The paper outlined the Department's role in delivering the Executive action plan on tackling paramilitary activity, criminality and organised crime and updated the Board on the approaches being taken to progress delivery.
- 3.5 Discussions highlighted the challenges facing the programme, and the importance of making progress where possible despite current political uncertainties. The Director of Safer Communities noted that engagement was ongoing both with HOCS and at NICS SCS level to address some of the barriers to progress.

### **Brexit Legislation Workstream**

- 3.6 The Director of Access to Justice tabled paper BP(17)26 which

updated Board members on progress on the Brexit Legislative Workstream Project.

## **GOVERNANCE**

### **DOJ Annual Resource and Accounts**

- 4.1 The Director of Justice Delivery presented paper BP(17)27 which provided an overview of the draft Annual Report and Accounts 2016/17 for DOJ. Following discussions, members confirmed that they were content to approve the performance summary and noted no objection to the publication of salary and pension information for Directors and IBMs in the Remuneration report.
- 4.2 The Chair expressed his thanks to the teams in FSD and CECD for their work in producing this year's report.

### **Judicial Pension Scheme**

- 4.3 The Board noted paper BP(17)28 which provided an overview of the draft Annual Report and Accounts 2016/17 for the Northern Ireland Judicial Pensions Scheme (NIJPS).

### **HR Management Information Report**

- 4.4 Judith Black (NICS HR) presented the monthly HR management information report. She explained that May saw the introduction of a standardised HR report for all departments and NICS HR would be keen to take feedback on this from Board members over the next few months.
- 4.5 Discussions took place on sick absence figures and the end of year position for 2016/17. It was acknowledged that the new HR report contained more detailed sick absence data which would be helpful in informing future discussions. The Board also reviewed the compliance rates for the completion of 2016/17 annual performance reviews. The Chair expressed concern about the low rates in some business areas and asked Directors to follow this up urgently with managers.

### **DARC Annual Report**

- 4.6 The Board noted the content of the DARC Annual Report 2016/17 which was tabled by the Audit and Risk Chair, Clarke Black.

## **COMMUNICATION**

### **Communications Strategy : Use of Social Media**

- 4.7 The Principal Press Officer, Ciara Dolan, attended the meeting to present paper BP(17)31 on the use of social media in the wider departmental communications strategy. The paper outlined research on the current position and considered the benefits to the Department of establishing a social media presence. Ciara highlighted which social media channels the department could use to engage with a broad spectrum of citizens and how this could be introduced within DOJ.
- 4.8 Members welcomed the proposals and discussed how the risks associated with using social media would be mitigated and the practicalities of managing social media accounts. The Board approved the suggested way forward and the resources required.

### **Staff Engagement**

- 4.9 The Director of Justice Delivery updated members on the publication of the Staff Engagement Forum Action plan on 18 May and the events that had taken place during NICS Staff Engagement week which have received very positive feedback.

### **Board Brief**

- 4.10 The Board agreed the draft Board Brief [BP(17)32].

## **ANY OTHER BUSINESS**

### **Date of Next Meeting**

- 5.1 The next meeting will take place on Wednesday 28 June 2017 at 11.00 in Laganside House.