

NICS Board Meeting
Glasshouse, Stormont Castle
Tuesday 29th August 2022
Minutes

Board Members

Jayne Brady (Chair)

Alex Gordon

Denis McMahon

Hugh Widdis

Katrina Godfrey

Julie Harrison

Neil Gibson

Peter May

Richard Pengelly

David Malcom (for Mike Brennan)

Lianne Patterson (for Mark Browne)

Colum Boyle

Jill Minne

In attendance

Chris Stewart

David Hughes

Roisin Coleman

Ann-Marie McCoy (Secretariat)

Shane Murphy (Agenda Item 4a)

Louise Crilly (Agenda Item 3c)

Olivia Martin (Agenda Item 3c)

Jane Holmes (Agenda Item 3a)

1. Introduction

a. Welcome

b. Apologies

Apologies were received from Mark Browne and Mike Brennan.

c. Declarations of Interest

No interests were declared.

2. Minutes

a. Minutes of the meeting of 26 July

Minutes were agreed.

b. Matters arising

Jayne advised that a fresh matter arising table will be created for future management of issues.

[ACTION : HOCS Office]

3. Governance and Risk

a. Covid Inquiry

Jane Holmes provided an update on the UK Covid Inquiry. Jane advised that Module One has gone live with a cut of date of Jan 2020 and Module Two is scheduled to go live on 29th August with a scope from January 2020 to March 2022. Module One will focus on TEO, DoH and DoF with Module Two focussing across all NICS Departments.

Corporate Statements will be requested from Ministers in the coming weeks which will be approved at Permanent Secretary level.

Jayne Brady extended her thanks to Jane Holmes and her colleagues for their work on the Inquiry.

b. NICS HR Update

Jill Minne provided an update on HR resourcing and advised that the aim was to clear the backlog and revise resourcing principles by November 2022.

Jill confirmed that the ability to fill a vacancy *via* Internal Moves applies only to sideways moves and is subject to release by the current line manager. It was agreed that the internal mobility/career progression aspect of the revised recruitment policy would be discussed at a separate meeting.

[ACTION : Jill Minne]

Jill advised that a successful candidate had been identified to fill the post of Director of NICS HR. The candidate is scheduled to take up post in November.

On foot of Neil's report and EY's review of the organisation's HR service delivery model, it was agreed that further consideration (including some lessons learnt from the NICSHR project, the proposed strategic design principles and alignment to Integr8's work on Target Operating Model) would be helpful.

[ACTION : Jill Minne]

Jill opened discussion around the 360° analysis process. Members expressed that they found the trial important and valuable but voiced their concerns around the timing of delivery. Jayne Brady proposed the timeline for completion is delayed from September to the end of October.

4. Planning and delivery

a. Engagement with Parties/Cost of Living

Members reviewed proposed presentational slides ahead of Jayne Brady's meeting with Party Leaders on 1 September.

Shane Murphy provided an overview of potential implications as a result of increasing cost of living pressures.

b. Missions Update

Members reviewed proposed presentational slides ahead of Jayne Brady's meeting with Party Leaders.

c. NICS Renewal

Neil Gibson agreed to circulate a paper to members for comment.

[ACTION: Neil Gibson]

5. AOB

Members discussed the benefit of holding fewer meetings of both NICS Board and Permanent Secretary Stocktake. It was agreed that PSS would be formally held once every four weeks with informal meetings where required and NICs Board meetings would be reduced to six meetings annually. Jayne Brady agreed to come back with a formal proposal of scheduled meetings moving forward.

[ACTION : Jayne Brady]

6. Date of next meeting

The next meeting will be on 27 September.

Action List

Item	Action	Responsible Person
3b	internal mobility/career progression aspect of the revised recruitment policy would be discussed at a separate meeting.	Jill Minne
	Further consideration (including some lessons learnt from the NICSHR project, the proposed strategic design principles and alignment to Integr8's work on Target Operating Model) would be helpful on foot of Neil's report and EY's review of the organisation's HR service delivery model.	Jill Minne
4c	NICS Renewal paper to be circulated for comment	Neil Gibson
5	Formal proposal of scheduled meetings for NICS Board and PSS	HOCS Office