

NICS Board Meeting
Clare House, Stormont Castle
Tuesday 27th September 2022
Minutes

Board Members

Jayne Brady (Chair)

Alex Gordon

Denis McMahon

Hugh Widdis

Katrina Godfrey

Julie Harrison

Neil Gibson

Peter May

Glyn Capper (for Richard Pengelly)

Mike Brennan

Mark Browne

Colum Boyle

Jill Minne

In attendance

Chris Stewart

David Hughes

Pamela Carson (Secretariat)

1. Introduction

a. Apologies

Apologies were received from Richard Pengelly

b. Declarations of Interest

No interests were declared.

c. Minutes of the meeting of 30 August 2022

Minutes were agreed subject to two small amendments.

d. Matters arising

Jayne provided an update on the matters arising:

Item	Action	Responsible Person	Action taken
3b	Internal Movements to be a substantive item for discussion at the next meeting of NICS Board	Jill Minne	To be scheduled in line with development of NICS Board agenda
	Session to be scheduled with EY for NICS Board Members to discuss findings of various reviews undertaken on HR Organisational Development.	Jill Minne	
4c	NICS Renewal paper to be circulated for comment	Neil Gibson	Item 2a
5	Formal proposal of scheduled meetings for NICS Board and PSS	HOCS Office	Complete: diaries updated

2. Delivery

a. Renewal

i. Renewal Framework

Neil Gibson reflected on the changes made to the Renewal Proposal since the discussion at PSS on 16 September.

Following agreement of the framework, updates on specific work streams would be provided to the Board at subsequent meetings. The Board pack would comprise the reporting dashboards for the Board's programme of work, including NICS renewal.

The Board discussed internal communications, including the value of the Perm Sec/Dep Sec group meeting.

Neil commended the staff in DoF undertaking the work.

Following discussions, the NICS Board agreed:

- to provide the mandate for TEO and DoF to take forward the development and management of a renewal portfolio of work on behalf of the NICS Board with an emphasis on continuous improvement, co-design and agile development.

- to provide collective leadership and individual sponsorship for Renewal Sponsoring Group and areas of work as they emerge.

ii. Cultural Analysis

Jayne referred the Board to key findings in the Cultural Analysis Report provided by EY following the focus-group engagement with G3s and G5s and wider stakeholders.

The Board noted the report and agreed for it to be provided to the workstream leads in the Renewal framework.

iii. Non-Executive Members of the Board

The Board discussed the CIB for the Non-Executive Members of the Board. Following discussions, it was agreed that

- the 'Right to Work' section and the costs of travel from outside these islands should be confirmed with SIB.
- A revised CIB should be re-circulated by email to reach agreement in correspondence;
- if agreement cannot be reached, the finalised CIB would be brought to the October Board;

[ACTION: PPS/HOCS]

b. Missions

Denis provided an update on the ongoing work and outlined how the Missions were now more aligned among themselves. He advised that he was working with Julie Harrison and Scott Wilson to produce a summary product by 7 October.

Verbal updates to accompany the papers were provided by Colum Boyle, Katrina Godfrey and Mike Brennan.

Jayne advised that Paul Grocott is working on the delivery and reporting model; a paper would be circulated this week.

The summary product would be available for a session with the Party Leaders would take place week commencing 17 October. (The session would also cover areas such as the cost of living, fiscal matters and implications post 28 October.)

c. Formation of an Executive

David Hughes circulated a draft letter for Jayne to send to the NIO. Further comments and amendments could be received and a new draft prepared for the following day. Consideration would be given to sharing the letter with Party Leaders.

Neil Gibson advised of Minister Murphy's intention to write to Ministers about expenditure.

Peter May asked about having a common set of principles regarding delegated authority to Perm Secs. Jayne agreed to work with Hugh to draft a paper.

[ACTION: Hugh Widdis / HOCS]

3. People

a. G3/G5 Development

Jill Minne outlined the arrangements, revised to take account of comments.

It was agreed that a note should issue to G3s, setting out arrangements for Grade 3s and inviting engagement on the equivalent process for Grade 5s.

[Action: Jill Minne / HOCS]

b. Litigation

Closed session.

c. HR Report

Jill provided an overview of the HR report and updated the group on the number of applicants for the Graduate Management Programme. The Board agreed to bring forward further bids for Graduate Management entrants.

[ACTION: All]

4. AOB

Denis advised the new short Policy Guide is almost complete and would be brought to a future meeting for sign off.

Hugh advised that a Working Group is in place to consider the REUL Bill and to manage the response collectively, and that a Working Group led by TEO will advise on Art. 2 (non-diminution of rights) of the Protocol.

Julie advised the Board she would be recruiting a Grade 5 for a communications and engagement role within her department.

5. Date of next meeting

The next meeting will be on 25 October 2022.

Action List

Item	Action	Responsible Person
2a(iii)	To confirm with SIB the 'Right to Work' section in the NEMs' CIB, and the costs of travel from outside these islands To recirculate the CIB To schedule the CIB for the October Board, if necessary	PPS/HOCS
2c	To prepare a common set of principles regarding delegated authority to Perm Secs	Hugh Widdis / HOCS
3a	To issue a note to G3s, setting out arrangements for Grade 3s development and moves, inviting engagement on the equivalent process for Grade 5s.	Jill Minne / HOCS
3c	To bring forward bids for further Graduate Management entrants.	All