

NICS Board Meeting
Belfast Room, Ulster Museum
Tuesday 29 November 2022 @ 9.30am
Minutes

Board Members

Jayne Brady (Chair)	Colum Boyle
Denis McMahon	Richard Pengelly
Hugh Widdis	Julie Harrison
Katrina Godfrey	Jill Minne
Peter May	Mark Browne
Neil Gibson	Mike Brennan

In Attendance

Chris Stewart	For item 2 only - Emer Morelli
Jayne Byrne	For item 6 only – Karen Pearson & Doreen McClintock
Gareth Black	

1. Standing Items

- 1.1 Apologies** - Apologies were received from Alex Gordon.
- 1.2 Declarations of Interest** No interests were declared.
- 1.3 Minutes of Last Meeting** - Minutes of the meeting of 25 October 2022 were agreed.
- 1.4 Matters Arising**

Item	Action	Person Responsible	Action Taken
2.2	Contractual Requirements of pay progression to be examined and feedback provided to the Board	N Gibson	Complete
2.3	An overview of evaluation of options, timeline and next steps to be provided at the next Board meeting	P Duffy	To attend December Board meeting
3	Funding opportunities to be discussed.	D McMahon / M Browne	Complete
4.2	NICS Board website presence to be brought back to a future meeting	HOCS Office	
4.3	SCS Partial Retirement Policy obligations of the Board to be checked.	J Minne	Complete

2. Renewal

2.1 Renewal Update to include update on Integr8 Programme

Emer Morelli joined the meeting.

Emer Morelli (EM) provided a progress update on NICS Renewal and thanked members for their contributions to the ongoing development of the Renewal programme. EM provided an update on the recent work of the Renewal Design Team, including the widening of the Finance & HR Board to offer departmental input, challenge, and validation for Renewal. She highlighted the ongoing evolution of the Renewal framework, as well as relaying identified opportunities for early Renewal benefits. There was a discussion on the strategic development of cross-departmental working groups and relationships with ALBs.

EM highlighted the Grade 2/3 Engagement Session on 2 December 2022 and thanked members in advance for their participation. Feedback from the session will be fed back to the NICS Board at the December meeting.

The Board noted progress to date and agreed participation at the Grade 2/3 event on 2 December 2022.

Emer Morelli left the meeting.

[ACTION: NICS Board]

3. Update on Missions / potential funding

Denis McMahon (DMcM) updated the Board on recent strategic discussions on Missions and commended the work of Scott Wilson in preparing a working paper. The paper identifies 3 key areas and can be used to support bids to the Shared Investment Fund. DMcM agreed to circulate the paper to Board members.

Jayne Brady (JB) suggested Party Leaders update on relevant Missions progress before Christmas.

[ACTION: D McMahon / J Brady]

4. Update on NEM Recruitment Process

JB advised the application process for NEMs had now closed and 53 applications were received. Interviews will take place on Monday 12 December and Thursday 15 December 2022. Jayne will provide a further update in due course.

The Board noted the progress to date.

5. HR Update

Jill Minne (JM) advised on the set up of the new People and Organisational Development (POD) function from 1 November 2022. She updated on key areas regarding HR including her work with Catherine Shannon (CS) (Director of NICS HR) around transition, workforce modelling, planning and governance arrangements. CS is working closely with Neil Gibson (NG) around what the NICS HR dashboard might be for NICS Board going forward.

NG confirmed the postponement of large-scale recruitment exercises in the current budget climate.

6. Autumn/Winter Civil Contingencies Update

Karen Pearson and Doreen McClintock joined the meeting.

Karen Pearson (KP) and Doreen McClintock provided an update on Autumn/Winter General Civil Contingencies, NI Civil Contingencies Risk Register, Control of Major Accident Hazards, and general winter preparedness in view of potential industrial action and cost-of-living strains.

KP asked the Board to consider their learning and development needs in the civil contingencies arena and consider participating in forthcoming training and exercising events.

The Board noted the update.

Karen Pearson and Doreen McClintock left the meeting.

7. AOB

7.1 It was agreed PSS would meet on Friday 2 December 2022 @ 8:30am in PRONI, Titanic Quarter to receive an update on NIO/NICS progress and any outstanding issues.

8. Date of Next Meeting

The next meeting will be Tuesday 20 December 2022 @ 9.30am in the Executive Room, Stormont Castle.

Action List

Item	Action	Person Responsible
2.1	Feedback from the G2/3 session to be fed back to the NICS Board at the December meeting.	E Morelli
3	Circulation of Mission narrative working paper to be circulated to NICS Board	D McMahon
3	Arrange pre-Christmas briefing for Party Leaders on Missions progress.	J Brady
6	Letter of thanks to Iggy O'Doherty on his retirement	HOCS

*Following the Board meeting William Blair (Director of Collections) and Kathryn Thompson (Chief Executive of National Museums NI) gave a number of Board members a tour of the Ulster Museum's *Legacy of the Troubles* exhibition.