

Management Team Meeting Outputs – 8 February 2017

Those present: Brendan McGuigan, Chief Inspector (BMcG)
James Corrigan, Deputy Chief Inspector (JC)
Meloney McVeigh, Business & Communications Manager (MMcV)
Ian Cameron, Inspector (IC)
Joanne Jamison, FSD (JJ)
Linda Boal, PA (LB)

1.0 Minutes

- Minutes of the previous meeting were agreed and signed by BMcG.

2.0 Matters arising - ISO Clause 9.3.2 (a)

- Actioned.

3.0 Finance and Audit - ISO Clause 9.3.2 (c)

- JJ distributed papers showing the resource funding based upon the October monitoring (awaiting request from FSD for re-profiling of January monitoring outcome).
- There is a small balance against budget of £704 in respect of VES. Arrears will be due to VES leavers in relation to the pay rise due from August 2016. MMcV to check the position with Pension Services.

Action: MMcV

- The final budget for the 2016-17 year was confirmed on 3 February as £1,107K.
- A return was submitted to the Department on the non-cash resource depreciation costs on 24 November 2016 with a pressure of £3K declared.
- We have been advised that FSD will be seeking a refresh of the capital forecast submitted in May/June 2016.

4.0 Staff and resource requirements ISO Clause 9.3.2 (d)

- No points for discussion.

5.0 Business Manager Update ISO Clause 9.3.2 (e&f)

- MMcV is working on the CJI pay remits.

Action: MMV

6.0 Media & Communications ISO Clause 9.3.2 (b)

- No points for discussion.

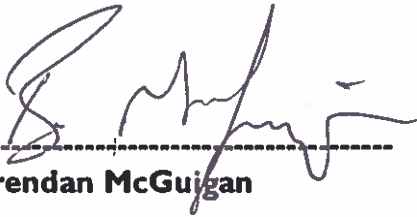
7.0 Inspection Programme - ISO Clause 9.1.3 (c)

- The inspection programme was discussed with no major issues to address.
- The SMT agreed to hold reports ready for Ministerial submission until a new Justice

Minister is appointed. Reports containing recommendations for criminal justice agencies will be shared with them.

8.0 AOB

There were no further points for discussion.



Brendan McGuigan

22/2/17

Date

Next meeting – Wednesday 22 February 2017 at 10:00am
Inspector attending – Bill Priestley