

WEEKLY BUSINESS REVIEW
Monday 11 November 2019
9.15 am
Ford Room Clarence Court
A G E N D A

1. Matters Arising
2. PSS/Chairman's Issues
3. FOI
4. Emerging Issues

ACTION POINTS

Present Katrina Godfrey
 Andrew Murray
 Julie Thompson
 John McGrath
 Grainne McConnell
 Robert Crawford (Notetaker)

Agenda Item No.	Action Required	Officer Responsible
1.	<p>Matters Arising</p> <p><u>Public pay policy</u> Katrina advised that information on this had been sent to staff and no further communication of this by Permanent Secretaries was required.</p> <p><u>Accommodation</u> John McGrath advised that he had not yet received a reply to his letter to Sue Gray. He proposed that a Steering Group be set up with representatives from DfI and Properties Division. Katrina asked that the Group provide her with regular reports which she could share with Sue Gray.</p>	John McGrath
2.	<p>Chairman's issues</p> <p><u>PSS</u> Katrina provided an update on discussion at PSS, noting that the meeting had received a presentation from NI Libraries which she would circulate. Key points to note include:</p> <ul style="list-style-type: none"> • Plans for a budget engagement exercise were underway and some work on grant mapping was also 	

<p>4.</p>	<p>Emerging Issues</p> <p><u>Grainne McConnell</u> Grainne advised that Communications Team would shortly issue guidance on team briefing.</p> <p>Grainne provided an update on the Belfast City Centre Connectivity event. She would contact DfC to discuss representation and handling.</p> <p>WBR noted that requests/correspondence were being dealt with in accordance with the guidance issued by HOCS.</p> <p>Grainne provided an update on recent/current media reporting.</p> <p>Grainne advised that the new SIO in Comms would have a particular focus on Road Safety.</p> <p>Grainne noted that Katrina would be visiting the salt mine on 27 November.</p> <p><u>John McGrath</u> John advised that he would be discussing the in-year monitoring position with Terry Deehan and there would be a meeting of the Finance Committee to consider this.</p> <p><u>Andrew Murray</u> Andrew provided an update on discussions with Derry and Strabane City Council about City Deal planning. Some clarification would be needed about respective responsibilities.</p> <p><u>Julie Thompson</u> Julie provided an update on Casement Park.</p> <p>Julie advised that she would be meeting Dalradian representatives to discuss progress on their application.</p> <p>DfI had written to BCC inviting it respect of its Local Development Plan and a response was awaited.</p> <p>Julie reported on a good meeting with Roads and Rivers staff about diversity and inclusion.</p> <p>Julie advised that there would be further communication on JAM card training this week. She asked that G3s encourage</p>	<p>Grainne McConnell</p> <p>Grainne McConnell</p> <p>Grade 3s</p>
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	<p>managers to ensure that all staff do the online training.</p> <p>Julie reported on a meeting with DoF on 8 November which explored the long-term direction and funding for strategic infrastructure. Katrina and Sue would discuss further in the coming weeks what work it would be useful to progress to inform advice for returning ministers and how best to take this forward.</p> <p>Following a discussion about assurance statements it was agreed that Katrina and Grade 3s would meet to discuss this.</p>	<p>Katrina Godfrey and Grade 3s</p>
<p>5</p>	<p>Next Meeting:</p> <p>Monday 18 November, 9.15. Ford Room (Julie to chair in Katrina's absence)</p>	