

# WEEKLY BUSINESS REVIEW MEETING

MONDAY 26 NOVEMBER 2018

## AGENDA

1. Matters Arising
2. PSS/Chairman's Issues
3. Emerging Issues
4. DfI Decisions Taken Under the Northern Ireland (Executive Formation and Exercise of Functions) Act 2018

## ACTION POINTS

**Present:** Katrina Godfrey  
Andrew Murray  
John Irvine  
Tom Kennedy  
Tom Reid  
Grainne McConnell  
Alan Doherty (notetaker)

**Apologies:** John McGrath

Agenda Item No.	Action Required	Officer Responsible
1.	<p><b>Matters Arising</b></p> <p><u>NI Executive Formation and Exercise of Functions Act 2018</u> Tom Kennedy advised WBR that DCU was drafting guidance on how the submission of decisions to senior management were to be taken forward and how they were to be recorded in order for TEO to be informed.</p> <p><u>Foyle Reeds</u> Tom Reid informed Katrina he had drafted a response to Richard Pengelly and undertook to seek Katrina's agreement before issuing.</p> <p><u>Anaerobic Digesters</u> John Irvine confirmed that Planning officials were liaising with DAERA colleagues on this matter. He agreed to provide Grainne with some background information in case of media interest.</p>	<p><b>Tom Kennedy / DCU</b></p> <p><b>Tom Reid</b></p> <p><b>John Irvine</b></p>

<p><b>2.</b></p>	<p><b>PSS/Chairman's Issues</b></p> <p><u>Budget 2018/19</u> Katrina asked Andrew to speak to Gordon Best regarding the outcome of October Monitoring.</p> <p><u>PPS Minister Post</u> WBR held a brief discussion around this matter and Katrina asked Tom Kennedy to prepare a draft response to reflect the points raised at the meeting.</p> <p><u>A6 Site Visit by DSO Staff</u> John informed WBR that Hugh Widdis had been very complementary following the visit to the A6 site by DSO staff. He said this had been a very worthwhile exercise which might be repeated.</p> <p><u>DoF Savings Measures</u> John reported DE was considering de-coupling school transport from the measures. Katrina expressed some doubt that this was possible and asked for this suggestion to be verified.</p> <p><u>People Survey</u> Katrina asked WBR members to encourage their commands to complete the survey.</p> <p><u>NI Executive Formation and Exercise of Functions Act 2018</u> Katrina indicated that this issue become a standing item on the agenda, to enable WBR members to highlight any decisions which are coming forward for consideration under the new legislation.</p> <p>Katrina asked that the list of issues mentioned as an annex to the "Delores Kelly" letter also be taken under this item.</p> <p>It was also agreed that items of Subordinate Legislation which are made should be included in the list of decisions and that submissions to the Permanent Secretary under this Act be signed off at SCS level before issue to the Permanent Secretary. Consideration should also be given to provide Press Office with lines to take associated with any approved decisions.</p> <p>Tom Kennedy pointed out that the Situation Report was also due to be updated and returned to TEO by Wednesday 28 November.</p>	<p><b>Andrew Murray</b></p> <p><b>Tom Kennedy</b></p> <p><b>Andrew Murray to note</b></p> <p><b>John McNeill</b></p> <p><b>WBR to action</b></p> <p><b>Alan Doherty</b></p> <p><b>WBR to note</b></p> <p><b>Alan Doherty</b></p>
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<p><b>3.</b></p>	<p><b>Emerging Issues</b></p> <p><u>TBUC</u> Tom Kennedy had attended a recent meeting of the above, during which he had received positive feedback on the introduction of BRT, especially around the theme of “connecting people”.</p> <p>He said he hoped the HR People sub-group, which Katrina chaired would meet in January and that each G3 would be expected to nominate a G5 representative.</p> <p>WBR passed on it’s appreciation to those who had organised a very successful Children in Need Day.</p> <p><u>NICS HR – MSc at Ulster University</u> WBR agreed for each business area to deal with their respective applications for this year. However it was felt that a more coordinated approach be taken for future years. Accordingly Katrina asked Tom Kennedy to speak to Anne Breen regarding the provision of central funding for future applications. It was also felt that consideration be given for the People sub-group to be used as an approval forum for future applications.</p> <p><u>BRT – Translink’s Lines to Take</u> Grainne undertook to speak to Translink regarding how they deployed press releases issued to reflect the increased patronage of BRT routes.</p> <p><u>High Tide – Possible Flooding</u> Andrew mentioned the possibility of flooding around the Victoria Park area of East Belfast, associated with a high tide. He undertook to keep Katrina informed.</p> <p><u>Central Claims Unit</u> Andrew mentioned a case currently being processed within CCU which may have implications for future cases. Andrew said he wanted to speak to CCU management before briefing Katrina.</p> <p>John Irvine said that he was aware of a similar case which may impact on NIW’s responsibilities and he would welcome a discussion with Andrew.</p> <p><u>Brexit Contingency Planning</u> Tom Reid and Tom Kennedy updated WBR on their respective attendance at inter-departmental meetings established to oversee Brexit arrangements.</p>	<p><b>Andrew Murray to note</b></p> <p><b>G3s to note</b></p> <p><b>Tom Kennedy to advise organisers accordingly</b></p> <p><b>G3s to note</b></p> <p><b>Tom Kennedy</b></p> <p><b>Grainne McConnell</b></p> <p><b>Andrew Murray</b></p> <p><b>Andrew Murray</b></p> <p><b>John Irvine / Andrew Murray</b></p>
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<b>4.</b>	<b>Next Meeting</b> The next meeting will be held on <b>Monday 3 December at 9.15am</b> in the Ford Room.	<b>WBR to note</b>
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