

## **Management Team Meeting Outputs –22 June 2016**

**Those present:** Brendan McGuigan, Chief Inspector (BMcG)  
James Corrigan, Deputy Chief Inspector (JC)  
Meloney McVeigh, Business & Communications Manager (MMcV)  
David MacAnulty, Inspector (DMacA)  
Linda Boal, PA (LB)

**Apologies:** Joanne Jamison, FSD (JJ)

### **1.0 Minutes**

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

### **2.0 Matters arising - ISO Clause 5.6.2 (e)**

- None.

### **3.0 Finance and Audit - ISO Clause 5.6.2 (a and d)**

- Joanne Jamison (JJ) provided papers for distribution showing the up-to-date position in respect of resource funding based upon the opening 2016-17 budget profile.
- The signed CJI accounts were delivered to the NIAO on 16 June and certified by the C&AG on 21 June.

### **4.0 Staff and resource requirements**

- Staff who expressed an interest in VES have been informed of the Selection Panel decision and are now in the ten day standstill period. Their final response is due on 1 July. Civil Service Pensions Team have been kept updated.
- The interviews for the Inspector recruitment exercise were held on Monday 20 June. Two candidates met the required standard.

### **5.0 Business Manager Update**

- MMcV advised that the 2015 pay remit for the NICS aligned staff members in CJI has been signed-off by the Minister of Finance and should be paid in the July salary. The three remaining 2015 pay remits for other CJI staff are with the Minister for sign-off.

### **6.0 Media & Communications**

- A response has been received from the Minister of Justice in respect of the publication of the Anti-Social Behaviour follow-up review and publication is planned for week commencing 27 June.
- The Prisoner Recalls report has been circulated and designed. It is currently with the Minister for permission to publish.
- The first design version of the CJI Annual Report and Accounts has been received.
- The Driving Change report is ready for Ministerial submission.
- The full Maghaberry 2016 inspection report is currently with the Minister for permission to publish. A first design version received.

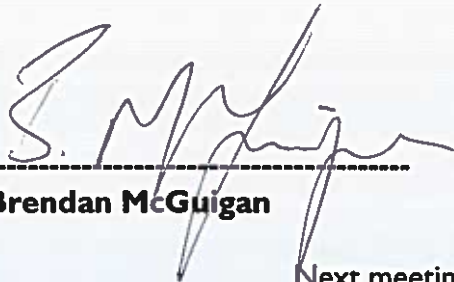
- An edition of the Spec is being prepared for publication in August 2016.
- The CJI web site was being reviewed for updating by end of June but this will now slip due to staff absence.

**7.0 Inspection Programme - ISO Clause 5.6.2 (c)**

- The inspection programme was discussed with no major issues to address.

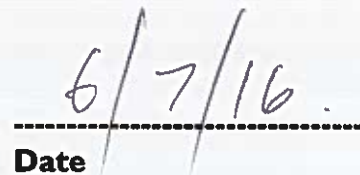
**8.0 AOB**

- There were no further points for discussion.



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**Brendan McGuigan**



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**Date**

Next meeting – Wednesday 6 July 2016 at 10:00am  
Inspector attending – Rachel Lindsay