



## Senior Management Team (SMT) Meeting Outputs 11 February 2026 at 10:00am

**Attendees:** Jacqui Durkin, Chief Inspector (JD)  
James Corrigan, Deputy Chief Inspector (JC)  
Lindsay Peel, FSD (LP)  
Muireann Bohill, Inspector (MB)  
Linda Boal, CSO (LB)

**Apologies:** Meloney McVeigh, Business & Communications Manager (MMcV)

### 1.0 Minutes

- Minutes of the previous meeting on 14 January 2026 were agreed and signed by JD.

**2.0 Matters arising** and the status of actions from previous management reviews in dealing with risks and opportunities - **ISO Clause 9.3.2 (a)**  
Actioned.

**3.0 Finance and Audit** - and information on the performance of external providers. **ISO Clause 9.3.2 (c)**

- LP provided the papers showing the January 2026 budget position in advance of the meeting.
- The year-to-date position shows an overspend on pay due to the 2025-26 pay remit and an underspend on non-pay. Non-pay underspends will reduce when anticipated outstanding consultancy and other costs are known by year end. The overall position is currently an underspend.
- The £90k technical transfer for the DACPA work was confirmed as part of the final budget allocation.
- LP, MMcV and JC will meet next week to analyse the position and make decisions in relation to under or overspends. From mid-February the Department will be seeking weekly forecast updates.
- The proposed draft budget of indicative allocations for the years 2026-27 to 2029-30 was issued on 6 February. The opening budget for 2026-27 has been set at the same amount as the opening budget in 2025-26. There is no capital budget allocation. This will mean that CJI will declare a pressure at the start of the financial year.
- A CJI response, as part of a wider collective Departmental response to the Draft Budget consultation is due to be submitted to FSD by 20 February.
- **Action: JC.**
- An Equality Screening return to screen 2026-27 to 2028-29 draft non-ringfenced resource DEL and 2026-27 Capital DEL budget is due to be submitted to FSD by 24 February 2026. A separate return is also required to consider and highlight any specific impacts on rural areas as a result of the draft 2026-27 to 2028-29 Budget.
- **Action: JC.**
- A CJI response to inform capital budget allocations for the remaining three years 2027-28 to 2029-30 is required to be submitted by 2 March.
- **Action: JC, MMV and LP.**
- The business case for the reduction in points on the Inspector pay scale is in



progress.

- **Action: MMV.**
- Preparation is underway for the year-end exercises.
- A planning meeting in respect of the year end audit was held with AAB Group and NIAO and the timeframe for delivery is similar to previous years.
- JD has replied to the Justice Committee letter regarding the draft multi-year budget.

#### 4.0 Staff and Resource

- MMcV has responded to an AWQ regarding staff sickness.
- Interviews to appoint a full time Inspector and establish a list of Associate Inspectors are taking place during February.
- Applications to join the CJI Audit and Risk Assurance Committee closed 16 January and potential new Non-Executive Member(s) are being approached.
- All staff are reminded to inform LB of all planned annual leave to be taken up to and including 31 March for accounting purposes.
- **Action: All staff.**
- MMcV, JC and IF met with representatives of the Integr8 Project to discuss the HR strand of the project. MMcV will act as point of contact for the Integr8 team.

#### 5.0 Business Manager Update including the effectiveness of actions taken to address risks and opportunities for improvement **ISO Clause 9.3.2 (e and f)**

- MMcV had provided a helpful note to inform the meeting.
- The Internal Audit proposed Prioritised Plan for 2026-27 has been received and an internal audit of communications and stakeholder engagement is proposed. Following a discussion on business risks and DoJ planned accommodation changes, JD asked JC to speak with the DoJ Head of Internal Audit to discuss if an internal audit relating to the risks associated with premises dependencies may be more helpful in risk management and controls for the future given budget pressures.
- **Action: JC.**
- The DoF Data Protection Assurance questionnaire was completed and returned before the end of January.
- Finalised copies of the CJI-PSNI Protocol and Information Sharing Agreement have been signed by JD and forwarded to the Chief Constable's Office for counter signature.

#### 6.0 Media and Communications including changes in external and internal issues that are relevant to the quality management system; customer feedback received since last meeting **ISO Clause 9.3.2 (b)**

- The Special Measures and Child Criminal Exploitation reports are being designed and await Ministerial permission to publish.
- The Magilligan Prison report SEHSCT FAC response is being discussed with RQIA before finalising and Ministerial submission.
- MMcV is collating information on staff preferences and involvement in social media content following discussion at the general staff meeting.
- **Action: MMcV.**
- Support was provided to publicise the ongoing survey for Victim and Witness Attendance at Court inspection, survey responses are encouraging.
- JD will speak at the VSNI Conference on 24 February.



## 7.0 Effectiveness of the Quality Management System

- NQA carried out the audit re-certification of the ISO:9001 Quality Management System on Tuesday 27 January. There were no non-conformances or areas for improvement identified in the audit.
- A programme of internal audits will begin in March, and each Process Owner is reminded to keep their areas under review.
- **Action: All Process Owners.**

## 8.0 Inspection Programme - ISO Clause 9.1.3 (c)

- The Inspection Programme was discussed and key points noted.

## 9.0 AOB

- There were no further points for discussion.

11 March 2026

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**Jacqui Durkin**  
**Chief Inspector of Criminal Justice**

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**Date**

Next meeting – Wednesday 11 March 2026 at 10:00am  
Inspector attending – Rachel Lindsay