



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

Attendees: Jacqui Durkin, Chief Inspector (JD)
James Corrigan, Deputy Chief Inspector (JC)
Meloney McVeigh, Business & Communications Manager (MMcV)
Lindsay Peel, FSD (LP)
Rachel Lindsay, Inspector (RL)
Linda Boal, CSO (LB)

1.0 Minutes

- Minutes of the previous meeting on 11 February 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/in progress.

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 February 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.
- The £90k technical transfer for the DACPA work was confirmed as part of the final budget allocation.
- The amount of £13K within non-pay was released back to the Department which related to recruitment costs, reappointment of an audit committee member and advertising for a new Inspector.
- The £1.5k overspend in depreciation has been notified to the Department and no further action is required.
- Other potential underspends will be reviewed in relation to prison inspection consultancy, DACPA monies, website cost and legal costs.
- A capital planning return for 2027-28 – 2029-30 was submitted to FSD on 3 March noting a requirement for mobile phones and software licences.
- An exercise to refresh the financial estimates for 2026-27 – 2028-29 along with a summary of options to close the gap between the indicative budget and the refreshed estimates is due with FSD by Friday 13 March.
- The business case for the reduction in points on the Inspector pay scale is in progress.
- **Action: MMcV.**
- Preparation is underway for the year-end exercises.
- **Action: LP and MMcV.**

4.0 Staff and Resource

- Following the recent full time Inspector recruitment exercise an offer has been made to the top ranked candidate. The start date is to be confirmed.



- Letters will be sent to the successful candidates in the Associate Inspector recruitment exercise this week.
- Two new Independent Members of the CJI Audit and Risk Committee have been selected and will attend the April meeting.
- **Action: JC.**

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)**

- The dates for FSD review of the Annual Report and Accounts have been received.
- MMcV will meet with HMICFRS to share CJI experience of using AI for inspection reports.
- MMcV and CF will attend a group meeting around the use of AI in April.
- MMcV attended the Criminal Justice Communications Forum and CJI will host the next one in June.
- Work will commence on the new pay remits for the new financial year after details of the next NICS pay award are known.
- **Action: MMcV.**

6.0 Annual Report and Corporate and Business Plan development

- JD, JC and MMcV have met to discuss and agree how to take these reports forward.
- They agreed who would take lead on each document and they are now being drafted.
- **Action: JD, JC and MMCV.**

7.0 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 Child Criminal Exploitation report was published 25 February with a high level of media coverage.
- The Special Measures report was published Friday 6 March with limited media coverage. MMcV is investigating other opportunities to publicise the report.
- The Magilligan Prison report is being prepared for publication. The podcast was recorded on site and will be released the same day as the report. Posters and the summary version of the report for distribution in the prison are being printed by the print unit in Magilligan. Publication is planned for the last week of March.
- The Review of the Effectiveness of Part I of the Domestic Abuse and Civil Proceedings Act and the Review of Multi-Agency Review Arrangements in Northern Ireland reports are being designed for publication after the Easter NIA Recess.
- JD and ME will attend the Justice Committee meeting on 19 March to discuss the Child Criminal Exploitation report.

8.0 Effectiveness of the Quality Management System

- The new programme of internal audits has begun.
- One audit was carried out this month which identified no non-conformances or areas for improvement. A scheduled audit was postponed due to inspection work and another report is being drafted.

9.0 Inspection Programme - ISO Clause 9.1.3 (c)

- The Inspection Programme was discussed and key points noted.



10.0 AOB

- There were no further points for discussion.

Jacqui Durkin
Chief Inspector of Criminal Justice

11 March 2026

Date

Next meeting – Wednesday 22 April 2026 at 10:00am
Inspector attending – David MacAnulty