

RISK MANAGEMENT AUTHORITY

Board Meeting

19 October 2020, Video Conference

Board Meeting Minutes

Present

Mr David Crawford - Chair
Dr Aileen Burnett
Ms Jane Davey (arrived from 7.1)
Mr Terry Powell
Mr Chris Hawkes
Ms Michele Gilluley
Mr Stephen Swan
Mr Stephen McAlister

In Attendance

Mr Mark McSherry, Chief Executive
Mr Paul Keoghan, Director Corporate Services
Mrs Debbie Campbell, Head of OLR
Ms Lesley Weber, Head of Effective Practice

Welcome

1. The Chair called the meeting to order and welcomed all present.

Apologies

2. The Chair noted no apologies were submitted.

Declarations of Interest

3. No declarations of interest were noted

Approval of Previous Minutes

4. Members reviewed and approved the minutes from the Board meeting held on the 17 August 2020.

Matters Arising

5. The Chief Executive confirmed the letter seeking an update from an Accredited Assessor had been issued to the Assessor and the Accreditation Committee updated on this matter.

6. The Chief Executive updated the Board on the status of the review of the Counter Terrorism Bill and confirmed the Head of Effective Practice will be leading the review and a report is scheduled for completion in January.

Corporate Governance

7. Judicial Review – Board Paper 863

- 7.1. Jane Davey joined the meeting
- 7.2. The Chief Executive presented Paper 863 which informed members of the outcome of a recent Judicial Review where the RMA was cited as an interested party.
- 7.3. The Chief Executive provided a summary of the matters considered under the Judicial Review and confirmed the petitioner's claims were not upheld by the Court. The Chief Executive also outlined lessons learned from the review process and reviewed plans to mitigate these issues.
- 7.4. The Board noted Counsel for the Parole Board was the author of the legislative review papers and queried whether there was a potential conflict of interest. The Chief Executive confirmed the RMA was alert to this matter and it is intended to seek secondary advice in relation to elements of the legislative review.
- 7.5. The Chief Executive informed the Board of a second Judicial Review where the RMA is an interested party. The Chief Executive provided a brief outline of the issues and the rationale for RMA involvement. The Chief Executive confirmed the review was in early stages and would update the Board as it progresses.
- 7.6. The Board noted the paper and agreed the outcome of the Judicial Review was a positive result for the RMA.

Policy & Research

8. OLR Research Proposal – Verbal Update

- 8.1. The Chief Executive provided a verbal update to the Board which informed Members of two research proposals relating to OLR data. The Chief Executive confirmed the two proposals are expected to be completed in the next couple weeks and will be circulated to Members for feedback.
- 8.2. The Board noted the verbal update.

Corporate Governance

9. Legislative Review – Board Paper 862

9.1. The Chief Executive presented the Legislative Review paper to the Board. Members were informed this item was previously presented to the Board in February 2020 and the purpose of today's meeting was to review feedback provided by Members.

9.2. The Chief Executive proposed a second legal opinion be sought on the following range of issues which included:

- (i) Section 8(1) – Review interpretation of preparation of plan to be completed no later than 9 months.
- (ii) Section 9(2) – Review interpretation the function is distinct from that provided under Section 9(4) and widening of remit to include inspection, assessment, and audit function.
- (ii) Section 9(6) – Review interpretation of requirement to produce an amended plan where there is a change of lead authority.

9.3. The Board noted and supported the Chief Executive's proposal to seek second legal opinion and requested that progress on this matter be reported back to the Board.

Action: CE

9.4. The Board in noting the paper stated the RMA should proceed to adopt all other recommendations noted in the legislative review and requested to be updated on progress.

Action: HOLR

10. COVID Home Working Allowance – Board Paper 864

10.1. The Director Corporate Services presented the home working allowance proposal for Board approval. The Director informed the Board the rationale for the proposal was to negate any additional costs staff may incur due to imposed home working.

10.2. The Board noted the paper and approved implementation of the proposed home working allowance.

Committee Minutes

11. No Committee minutes were considered by the Board.

AOCB

12. The Chair informed the Board the recruitment process to replace two Board members has commenced with appointments expected to be made in March 2021. The Chair also updated the Board on the extensions of contracts due to expire in 2021. The Chair

informed the Board the contract extension accounted for succession planning arrangements.

13. The Chair also informed the Board the annual review meeting with the Director of Justice had taken place and there were no issues to report.
14. The Board noted the risk to the Audit & Assurance Committee with both the Chair and Vice Chair due to vacate office in 2021. The Chair agreed to review the structure of the Audit and Assurance Committee and would contact members over the next few weeks to gauge interest in joining the Committee.

Action: Chair

15. The Chair asked members if there were any other competent business.
16. No further matters were raised.

Date of Next Meeting

17. Chair noted the date for the next Board meeting was scheduled for 14 December 2020.
18. The Chair thanked everyone for attending and closed the meeting.