

WEEKLY BUSINESS REVIEW
Monday 29 November 2021 @ 2:00pm
A G E N D A

1. Apologies
2. Matters arising
3. Minister's diary
4. Forthcoming Executive and Assembly business
5. Media and presentational issues
6. Fol and EIR requests
7. Chair's business
8. Emerging issues
9. Response, Recovery, Resilience
10. Preparation for weekly stocktake
11. AOB

Action Points

Present Katrina Godfrey (Chair)
 Declan McGeown
 Julie Thompson
 Andrew Murray
 Sian Kerr
 Áine Gaughran
 Christine McCotter
 Emma Duffy
 Lindsay Rainey (note taker)

Agenda Item No.	Action Required	Officer Responsible
2.	<p>Matters Arising Reminder to be issued re NICCY presentation.</p> <p>Submission on developer engagement in relation to reservoirs being finalised.</p>	<p>Sian, Emma</p> <p>Andrew</p>
3.	<p>Minister's diary It was agreed that when an invitation was received the updated PHA advice should be considered when making a recommendation to the Minister.</p>	All
4.	<p>Forthcoming Executive and Assembly business Requirement for in person appearance of officials at the Committee being considered in light of recent Executive announcements.</p>	Sian
5.	<p>Media and presentational issues The implications of the recent Executive announcements for the Minister's media engagements were discussed.</p> <p>Áine would meet with SpAd each week to discuss the week ahead.</p>	Áine

	<p>It was agreed that everyone needed to be very aware of the approaching election and the rules that will apply.</p>	All
7.	<p>Chair's business Katrina noted her thanks to everyone involved in 'storm duty' over the weekend. It was noted that the comms had been very effective</p> <p>Katrina provided an update on Thursday's SOG meeting at which the possibility of some funding easements within EU programmes had been mentioned. Declan agreed to explore further.</p> <p>Katrina provided an update from the recent SOLACE meeting and, in particular, the discussions around planning matters.</p> <p>Katrina also provided an update on last Friday's NICS Board meeting, noting the following specific issues:</p> <ul style="list-style-type: none"> • agreement of the Private Office resourcing paper; • HOCS's future work programme (details circulated to G3s); • civil contingencies planning; • implications of energy price increases for the public sector; • update from the G3 task and finish group on whistleblowing; • sickness absence levels; • update on the People Plan; • update on temporary promotions, vacancies and promotion competitions; and • the need for all staff to be updated on the working from home messaging and the need to adhere to PHA guidance – a note is to issue to staff. <p>Katrina also advised that interviews had been completed for our Non-Executive Departmental Board members. Announcements were due soon, with the successful candidates likely to take up post on 4 January 2022.</p>	<p>Declan</p> <p>Katrina, Sian</p>
8.	<p>Emerging issues Julie provided an update on the recent NIAO meeting re planning matters. She would share the draft report as necessary for clearance.</p> <p>Campaign advertising was discussed. Julie stressed that a decision was required by the end of the week from the Minister.</p>	Julie

	<p>Julie would schedule a meeting of the SMT to discuss the RSTNTP, which is currently being finalised.</p> <p>It was noted that Liz Loughran would be attending the NW Strategic Growth Partnership meeting.</p> <p>Declan provided an update on a positive meeting with Foyle Port last week.</p> <p>Declan was to meet with Chris Conway later this week.</p> <p>Following the recent LWW Board meeting it was agreed that the governance documentation requires fine tuning.</p> <p>Andrew advised that the A6 Adjudication Report had been received. The Minister and Finance Directorate had been informed.</p>	<p>Julie</p> <p>Declan</p> <p>Declan</p>
9.	<p>Response, Recovery, Resilience Winter service was proceeding as planned.</p> <p>Sian provided an update on the preparations for the NWW and the workstyle agreement pilot.</p> <p>Declan provided an update on matters related to Brexit and the NI Protocol.</p> <p>Sian to investigate the impact of COVID on the Departmental sick absence figures.</p>	<p>Sian</p>
10.	<p>Preparation for weekly stocktake It was agreed that briefing on the following areas should be available:</p> <ul style="list-style-type: none"> • Adam Street (abandonment) • Harmony Lane • Buses paper • RSTNTP • Finance submission and implications for Committee briefing 	<p>Andrew Andrew Julie Julie Declan</p>
	<p>Next Meeting The next meeting was scheduled for Monday 6 December at 2pm.</p>	<p>Lindsay</p>