

PROBATION BOARD FOR NORTHERN IRELAND

SPECIAL BOARD MEETING – 28 JUNE 2013

338TH MEETING – 8TH OF TENTH TERM OF OFFICE

1. ATTENDANCE

1.1 Present

Mrs V Patterson (Chairman)

Mr R Mullan (Deputy Chairman)	Mrs M O'Rourke
Mr E Jardine	Mr D Rose
Mrs L Jennett	Dr R Wilson

1.2 Officials

Mr P Moss (Board Secretary) (Items 1-4[part])

Mrs G Robinson (Head of Human Resources) (Items 1-4[part])

2. APOLOGIES FOR ABSENCE

Apologies were received from Mr D Brown, Mrs J Erskine, Mr B McAllister, Mr T O'Hanlon, Ms P Shepherd and Mr M Wardlow.

3. OPENING REMARKS AND CONFLICTS OF INTEREST

The Chairman welcomed everyone to the meeting. Since it had not been possible to achieve a quorum for a full board meeting the previous week, she had convened a meeting of the Emergency Committee on 21 June 2013 to consider issues arising from the proposal to second the Director to the Northern Ireland Prison Service.

No conflicts of interest were declared.

4. SECONDMENT OF DIRECTOR TO NORTHERN IRELAND PRISON SERVICE

The Chairman outlined the timings of the Director's move to NIPS on secondment and the process by which the meeting would consider options for the temporary replacement of Director. The Chairman tabled a revised paper with the amendments printed in bold and asked the Head of Human Resources to present the document.

The Head of Human Resources explained that the paper presented three options for filling the Director's post:

- Option 1 – Internal trawl (interim arrangement minimum 6 months) and External recruitment campaign
- Option 2 – Internal recruitment campaign (2 year post)
- Option 3 – Internal recruitment campaign (1 year post with option to either extend or recruit in the external market).

The final part of the paper suggested that a systems review should be carried out and proceeded to make a number of recommendations.

The Head of Human Resources went through the three options and highlighted the Pros and Cons listed in each case.

After clarification of a number of points, the Head of Human Resources and the Board Secretary left the meeting.

Members discussed the three options individually and took into consideration the advantages and disadvantages of each option.

Each Member contributed to the discussion and the Board agreed unanimously to accept Option 3.

In conjunction with this it was agreed that a Systems Review would be carried out to provide evidence to inform organisational development and restructuring in areas of Probation delivery.

It was understood that further internal recruitment might be required to ensure that roles and responsibilities were fully covered.

5. ANY OTHER BUSINESS

There being no other business, the meeting ended.

Vilma Patterson
Chairman

Date