



Summary of Board meeting – 28 & 29 March 2024

Members attended a two-day Board meeting in Belfast. Day 1 focused on strategic matters with governance the focus on day 2. The expected outcome of the two-day meeting was the Board's recommendation for how to proceed with the commencement of the Commission's powers.

The Board welcomed the positive feedback from a number of Commissioner engagements across Northern Ireland, Great Britain and Ireland.

The Board received a range of assurances on IT and estates, with the gradual and phased process being noted across a number of sites. The Board appreciated the mitigations introduced and discussed the planning for a phased and gradual beginning to the Commission's public work. The Board were also briefed on the budget, biometrics, secondary legislation. Assurances from the gateway review were particularly welcomed by the Board, so too were assurances from the CEO about the confidence of the Executive Committee regarding recruitment, processes and IT. The Board discussed the areas they would want to consider further – including progress made – at their next meeting on 15 April 2024.

The Communications Plan was welcomed by the Board. The importance of explaining the Commission's work and its phased and gradual commencement of its investigations function, so that it could understand demand and obtain further feedback from potential requesters, was agreed. The Board were updated on development of the Commission's resilience and a trauma informed approach. Some further work was requested by the Board to fully articulate the Commission's offer on emotional and crises support.

The Board held a risk workshop to discuss its view of risk appetite and risk tolerance, as well as for Board members to share suggestions for significant risks and opportunities the Commission could face in its operational state. A key risk of

organisational coherence and inducting all from different backgrounds and roles into the Commission's culture and new approach was subjected to detailed discussion. There was further consideration about how risk would be presented to the Audit and Risk Committee as well as the Board going forward.

In line with the requirements of the Framework Document, the Board agreed the content and timeline for the annual workplan to be released to the Northern Ireland Office and noted that it would subsequently be published. The Board also agreed an initial set of performance reporting so that the Board could understand overall organisational performance across key areas.