



Summary of Board meeting – 5 December 2024

The Board met in person in Belfast.

The Board welcomed the first CEO report to Board. Its purpose was to advise the Board on what the CEO is seeing and addressing. The report focused on the external environment and leadership and culture within the Commission and touched on programme closure, risk management, stakeholder engagement, governance and case load data. The Board welcomed the report.

The Board heard from the Lead Non-Executive Commissioner and Chair of the Audit and Risk Committee (ARC). He provided an overview of the recent ARC meeting and an update on the risk management framework. The Board discussed the Commission's risk appetite and, on the recommendation of ARC and management, approved both the risk management framework and the risk appetite statement.

The Board reviewed the latest iteration of the performance dashboard which included an overview of the two highest scoring risks. Board members discussed the rating of the risks and noted the commitment that the Executive Leadership Team would review in full on a quarterly basis. The Board enquired how data breaches and near misses are managed and were reassured by the Senior Information Risk Owner. The Board asked for further staff data on equality, diversity and inclusion to be included in the next dashboard. They also asked for information on counselling/emotional support for both Requesting Individuals and staff to be included.

The Board was addressed by an independent Board evaluation consultant on the findings of her recent review into Board effectiveness. She reflected on the unique structure of the Commission at executive level and for the importance of clarity on roles and responsibilities. She recommended the agreement of clear Board objectives to ensure the Board could make best use of its time to address the most pressing strategic matters.

The quarterly report from the Investigative Oversight Committee was well received by the Board. As well as providing a broad update on engagement with Requesting Individuals, the report considered recent legal proceedings, the political context and the impact on investigations. The Board discussed how cases are proceeding through the Case Support and Information Recovery stages. Detail was provided on the scoping phase of cases and on case categorisation.

The Board considered work done to date to scope the potential for Requesting Individuals to meet (alleged) perpetrators but expressed some reservations about the term “mediation” and the broader role of the Commission and indicated a wish to discuss further in due course.

The Board were updated on staffing figures and how conflicts of interest are recorded and managed in relation to investigations. The Board were satisfied with the assurances provided. The continued impacts of delays in the vetting process were noted and Board members were assured that all reasonable actions were being taken to address the delays.

The Board approved the Annual Workplan in principle. The final plan will be published on the Commission website before the end the calendar year. The Board also reviewed the communications plan and considered the direction of travel for communications and engagement in 2025.