

**PROBATION BOARD FOR NORTHERN IRELAND**

**BOARD MEETING – Thursday 14 March 2024**

**1.30pm – Ulster University, Belfast Campus, Board Room**

**ATTENDANCE**

**BOARD MEMBERS**

Mr M Murray, Chair  
Ms M Brunt  
Mr J Byrne  
Mr K Donaghy  
Mr B Ingram  
Mr J Johnston  
Ms A Lloyd-Stevens  
Mrs C Magee  
Ms B Mongan

**OFFICIALS**

Mr P King, Head of Finance & Estates  
Ms J Fitzsimons, Board Secretary

**1. WELCOME, OPENING REMARKS AND CONFLICTS OF INTEREST**

The Board Chair welcomed everyone to the meeting and set out the schedule for the day. A quorum was confirmed. There were no conflicts of interest.

**2. APOLOGIES FOR ABSENCE**

Apologies were recorded from Mr N Bodger, Ms E Patterson and Mrs C Sweeney.

Mrs A Stewart, Ms G Montgomery, Mr S Hamilton and Ms G McGreevy unavailable due to attendance at the Justice Committee.

**3. MINUTES OF THE BOARD MEETING – FRIDAY 23 FEBRUARY 2024 (PAPER)**

The minutes of the Board Meeting held on Friday 23 February 2024 were approved as a true record.

The minutes were approved by the Board.

**4. MATTERS ARISING FROM THE MINUTES (PAPER)**

The Board noted the paper.

**BOARD BUSINESS**

**5. DRAFT PBNI BUSINESS PLAN 2024-25 (PAPER)**

Mr King presented Board Members with an updated Business Plan for 2024-25, following discussion/feedback on the draft presented at the February 2024 Board meeting. He outlined the changes that had been made which included: an inclusion of narrative evidence of success to supplement survey data; the provision of 'performance on a page' reports for each quarter reporting; a loop back to the Strategic Risk register, which will be built upon in quarterly reporting; and a greater focus on the intended outcome/purpose of each action.

He advised Members that the budget 2024/25 was the one outstanding element in the Plan. Mr King confirmed that he had presented a paper on the proposed PBNI budget allocation for 2024/25 to the Corporate Resources Committee earlier in the month, noting that a formal budget is expected to be received at the end of April and will be brought to the Board for approval then. He also explained that PBNI is still looking quite healthy for the coming year on a flatline budget, but does not include any provision for future roll outs or expansions.

Mr Johnston noted that the ECO evaluation noted in the plan had been discussed at CRC and the Director had noted it was unlikely to be positive, owing to the changes made which would need to be reflected moving forward.

The Board approved the Draft Business Plan 2024/25

## 6. ANY OTHER BUSINESS

The Board Chair asked Mr King for an update on Pay Modernisation. He advised Members that DoF provided PBNI with two follow-up queries looking for clarification and further details of pay costs. Mr King advised that both queries were responded to earlier in the month. He also informed members that the end of March was a realistic timescale for approval of the OBC.

The importance of communicating the messaging to staff around pay modernisation was discussed and it was agreed that the Communications Strategy around this issue would be circulated to members when finalised.

**ACTION: The Head of Communications to share the Communications Strategy on Pay Modernisation with Board Members.**

Board Member Jonny Byrne will be resigning from the Board at the end of the month and the Board Chair took the opportunity to thank him for his invaluable input to the work of the Board during the last 5 years. He also proposed that Bria Mongan, deputy chair, would take on the role of PPC Chair. The Board approved.

The Board Chair thanked members and officials for attending. He also confirmed that the meeting was being followed by a Board themed meeting titled "*Working in Partnership within the Criminal Justice System*".

The next scheduled Board meeting will be on Friday 26 April 2024, PBNI Conference Room, 4<sup>th</sup> Floor Headquarters at 9.30 am.

The meeting ended at 1.45 pm.

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Mr Max Murray CBE  
Board Chair

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Date