

**Minutes of the Plenary Meeting held on Tuesday 14 June 2011, Ground  
Floor Boardroom, Headline Building, Victoria Street, Belfast.**

**Present:** The Right Honourable Sir Declan Morgan, the Lord Chief  
Justice of Northern Ireland (Chairman)  
Mrs Sinead Burns  
The Right Honourable Lord Justice Coghlin  
Mr Peter Cush  
Mr Donal Flanagan OBE  
Mr John Gordon  
District Judge (Magistrates' Courts) Amanda Henderson  
Mrs Ruth Laird  
Her Honour Judge Loughran  
Professor John Morison  
Dr Raymond Mullan OBE  
Professor Nichola Rooney  
The Honourable Mr Justice Weatherup

**In Attendance:** Mr Edward Gorringe (Chief Executive)  
Mrs Helen Anderson  
Ms Adeline Frew  
Mr Tim Horgan  
Miss Catherine Woods

**Apologies**

None

### **Minutes of the Last Meeting**

1. The minutes of the meeting held on 14 April 2011 were agreed by the Commissioners.
2. The Commission confirmed there were no conflicts of interest before proceeding with the meeting.

### **Register of Interests and Gifts and Hospitality Register**

3. The Commissioners were asked to complete and return the Register of Interests and Gifts and Hospitality forms by 1 July 2011. The forms were handed out at end of the meeting.

### **Updates on Accommodation and Staff HR support and payroll**

4. The Commissioners were updated by the Chief Executive. Two buildings have been inspected by the Executive Team, one would require substantial work to make it suitable for NIJAC, the other was found to be unsuitable. A letter has gone to OFMDFM requesting a decision on the lease of Headline Building to be made before the summer.
5. Following the notification in April 2011 from the NI Courts and Tribunals Service of the withdrawal of HR support and payroll for direct recruits and Commissioners, the Commission have agreed to take the HR support in-house and outsource the payroll function to the Equality Commission.

### **Review of Governance and Accounting**

6. Review of Governance paper at C/14/11 was noted and accepted by the Commissioners.

### **Timeline for Competitions**

7. The Timescales of Competitions paper at C/12/11 was reviewed and agreed by the Commissioners.

### **House of Lords Select Committee Call for Evidence**

8. The draft reply to be considered at the meeting of 27 June 2011.

### **Annual Report and Accounts – approval for release to NIAO**

9. The Commissioners approved the draft of the Annual Report and Accounts 2010-11 at C/17/11 for release to the NI Audit Office on 4 July 2011.

### **To Note**

#### **Report to the Business Committee**

10. The report which had been before the Business Committee on 31 May 2011 was considered and approved by the Commissioners.

#### **Updates, Signed Minutes from Committees and Appointments and Reappointments Schedules**

11. Duly noted by the Commissioners.

**Any Other Business**

- 12. The Commissioners were asked to check their diaries to find a suitable date for the Away Day in the autumn.
  
- 13. The Chairman advised Commissioners that he was now aware of the need to commence a High Court judge scheme in September 2011. Commencement of work on the scheme and the membership of the selection committee were approved.
  
- 14. The Chairman thanked Mr Peter Cush and Mr John Gordon for their work as Commissioners during their terms.

**Signed**

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**The Right Honourable Sir Declan Morgan, the Lord Chief Justice of Northern Ireland, Chairman of the Northern Ireland Judicial Appointments Commission**

**Dated**

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