

BOARD MEETING NO. 56 – 25 JANUARY 2019 MINUTES

MAZE LONG KESH BOARDROOM

CHAIRMAN: Terence Brannigan (TB)

BOARD: Jack Gallagher (JG); Duncan McCausland (DM); Ciaran Mackel (CM - Joined meeting at 10:25); Joe O'Donnell (JO); Conor Patterson (CP)

STAFF: Bryan Gregory (BG - Interim Chief Executive); Neil McIvor (NM – Director of Development); Alison Stafford (AS - Director of Finance & Corporate Services)

SECRETARY: Ian Spence (IS)

REF	DISCUSSION	ACTION BY
56.01	WELCOME The meeting commenced at 10:15. TB advised the members that Air Ambulance NI (AANI) would make a presentation around 11:30.	
56.02	APOLOGIES Tony Gallagher; Maurice Kinkead	
56.03	CONFLICTS OF INTEREST No conflicts of interest were declared.	
56.04	MINUTES OF BOARD MEETING ON 2 NOVEMBER 2018 The Board approved the minutes of the meeting held on 7 September 2018. (Proposed by DM, seconded by JO)	
56.05	MATTERS ARISING AP1 – TB confirmed that he had written to Terri Scott so this action point was now closed. The members noted that all other action points were closed.	
56.06	CHAIRMAN'S BUSINESS The Chairman advised that he had met with Dr Katy Radford from the Institute for Conflict Research and also vice chair of the Arts Council to discuss 'Dark Tourism' in his capacity as Chairman of Tourism NI and MLKDC. TB had also met with Brenda Turnbull, Lagan Navigation Trust. The Chairman updated the Board following the SF delegation in November 2018, which he felt had been positive. CM confirmed that he had received similar positive feedback. A visit by an SDLP delegation to the site was planned for 30 January 2019, following a request to TEO. TB advised that he would be meeting with the Ulster Aviation Society (UAS) directly after the board meeting. UAS had occupied the hangars from about	

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	<p>2005, and were well established. The Board agreed that the Chairman advise UAS that it was very much part of the Corporation's plan going forward and that the licence period would be reviewed at an appropriate point in time. (Proposed by DM, seconded by JG)</p> <p>DM advised that he would be attending The Executive Office's (TEO) meeting with the Chairs of its Arm's Length Bodies Audit & Risk Assurance Committees on 28 January 2019 and also meeting with the NI Audit Office.</p>	
56.07	<p>CHIEF EXECUTIVE'S REPORT</p> <p>The report was presented, with the following points noted during the discussion</p> <ul style="list-style-type: none"> • <i>Risk:</i> The strategic risk register had been updated to reflect the reported drone incident. AP1 – Check if there is legislation currently in place covering the overflying of MLK. • <i>AANI:</i> The Board re-affirmed its support for AANI's operations, noting its success, and that: <ul style="list-style-type: none"> – AANI was looking to provide additional accommodation in the form of a temporary modular building. – AANI's lease for its current location was for three years with an option to extend for a further two years to 2022. This lease had been agreed as a temporary arrangement to enable AANI to get up and running. – Given its proximity to the main entrance and the constraints associated with its operations, AANI would need to re-locate from its current location, in due course, so that it would not inhibit the future regeneration of MLK. – MLKDC has had no indication of AANI's longer term plans beyond 2022. • <i>2019/20 Business Plan:</i> The Board considered and approved the submission of the draft 2019/20 Business Plan to TEO, in accordance with the requirements of the MSFM, subject to the inclusion of a clarifying footnote to Objective 1. (Proposed by DM, seconded by CM) 	BG
56.08	<p>DIRECTOR OF FINANCE & CORPORATE SERVICES' REPORT</p> <p>The Board received the report, with the following points noted:</p> <ul style="list-style-type: none"> • TEO had responded to a Freedom of Information request. • The PAYE Settlement agreed with HMRC whereby members received gross payment for their home to MLK journeys was being withdrawn from 1 April 2019. 	

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	<ul style="list-style-type: none"> The Corporation was on track to meet its year end financial targets. 	
55.09	<p>DIRECTOR OF DEVELOPMENT'S REPORT</p> <p>The Board received the Report, with discussion including the following:</p> <ul style="list-style-type: none"> <i>Business Case for essential H&S capital works to the WWII Hangars Doors – Phase 1:</i> The Board noted that: <ul style="list-style-type: none"> A robust Optimism Bias provision had been included. There would be close liaison with the Department for Communities, Historic Environment Division, in relation to the proposed H&S works, given the Scheduled Monument status of the hangars. This work was only to the front doors and was adopting a phased approach. This had been agreed with CPD (Construction & Procurement Delivery) who had also previously assessed the overall stability of the building. The Board approved the Business Case. (Proposed by DM, seconded by JG) <i>RUAS:</i> Consideration is being given to simplifying the Balmoral Show car parking arrangements on MLK lands. Neptune Carleton Group had submitted a planning application for the Blaris lands including the Knockmore link road. AP2 – Arrange for the Neptune Carleton Group planning consultants to present their Blaris lands proposals to the Board. 	NM
56.10	<p>HEALTH & SAFETY REPORT</p> <p>This report was taken as 'Read'.</p>	
56.11	<p>AANI PRESENTATION</p> <p>The Chairman welcomed the delegation from AANI which included Ian Crowe (IC), Board Member, Breige Mulholland (BM), Head of Operations & Finance and Glenn O'Rourke (GO), Helicopter Emergency Medical Service (HEMS) Operational Lead.</p> <p>TB acknowledged the excellent work of the AANI, which also raised the profile of the site, and assured the delegation of the Board's continued support.</p> <p>GO and BM gave the members a very enlightening and detailed presentation on the operational side of the HEMS. They also thanked MLKDC staff for their assistance especially when the service first arrived on site.</p> <p>IC provided an overview of AANI's development and future challenges, including:</p> <ul style="list-style-type: none"> AANI had outgrown its current accommodation and needed additional 	

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	<p>office space, so that all staff would be based at MLK. The minimum number of staff on site at any one time was now nine.</p> <ul style="list-style-type: none"> • AANI had identified two possible areas for a temporary modular building to fulfil the accommodation need through to 2022. • AANI recognised that work needed to commence on the longer term plans, post 2022. • It was agreed that these matters would be progressed in discussion with the MLK Executive Team along with longer term plans beyond 2022. AP3 – Meet with AANI to discuss additional accommodation requirements and longer term plans beyond 2022. <p>In closing, IC assured the Board that AANI recognised the regeneration potential of the MLK site and acknowledged that AANI would need to re-locate from their current position at a later date, so as not to jeopardise this.</p> <p>TB thanked the delegation for their presentation on behalf of the Board.</p>	BG
56.12	<p>AOB</p> <p>No other matters were raised.</p> <p>The meeting ended at 12.50.</p>	

BOARD MEETING NO. 57 – 8 MARCH 2019 MINUTES

MAZE LONG KESH BOARDROOM

CHAIRMAN: Terence Brannigan (TB)

BOARD: Jack Gallagher (JG); Tony Gallagher (TG - Left meeting at 11:55); Maurice Kinkead (MK); Duncan McCausland (DM); Ciaran Mackel (CM); Joe O'Donnell (JO); Conor Patterson (CP)

STAFF: Bryan Gregory (BG - Interim Chief Executive); Neil McIvor (NM – Director of Development); Alison Stafford (AS - Director of Finance & Corporate Services)

SECRETARY: Ian Spence (IS)

REF	DISCUSSION	ACTION BY
57.01	WELCOME The meeting commenced at 10:25 with the Chairman welcoming everyone.	
57.02	APOLOGIES None	
57.03	CONFLICTS OF INTEREST No conflicts of interest were declared.	
57.04	MINUTES OF BOARD MEETING ON 25 JANUARY 2019 The Board approved the minutes of the meeting held on 25 January 2019. (Proposed by DM, seconded by CM)	
57.05	MATTERS ARISING AP1 – Closed: BG confirmed that currently there were no restrictions on overflying the site. Legislation going through Parliament, which Babcocks will monitor and advise AANI accordingly. AP3 – Ongoing: BG and NM have met with AANI, who at present are revisiting their short term plans and will forward a revised plan.	
57.06	CHAIRMAN'S BUSINESS TB checked that board members had received letters extending their appointments for a further year. Members then had a constructive discussion on the scope for and merits of inviting key stakeholders to attend for specific board meeting agenda items. The Board agreed to engage with key stakeholders as appropriate. (Proposed by DM, seconded by CP) AP1 – Respond to letter from TEO on the issue of stakeholder attendance at board meetings.	TB
57.07	CHIEF EXECUTIVE'S REPORT BG presented his report. <ul style="list-style-type: none">• Standing Orders were due to be reviewed. Changes were discussed and	AS

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	<p>agreed by the members. (Proposed by DM, seconded by JG) AP2 – Amend Standing Orders.</p> <ul style="list-style-type: none"> • The members noted the plans to undertake a number of conditions surveys for: the office complex, the WW2 hangars (Scheduled Monuments), and the former prison complex (Listed and Retained Buildings). BG acknowledged the vulnerability of Compound 19 but advised that measures had been taken to try to protect Compound 19 as far as possible within current constraints. • Dates for future board meetings were agreed as follows: <ul style="list-style-type: none"> - 21 June 2019 @ 10:00 - 20 September 2019 @ 10:00 - 13 December 2019 @ 10:00 <p>The Board noted this report.</p>	
57.08	<p>DIRECTOR OF FINANCE & CORPORATE SERVICES' REPORT</p> <p>AS presented her report.</p> <ul style="list-style-type: none"> • A third approver was proposed for Business E'Banking purposes. This was approved by the Board. (Proposed by CM, seconded by JG) • Correction to Issues Log at paragraph 4.3, which should have read <i>'There are two outstanding issues...'</i> • The Chair of the Audit & Risk Assurance Committee updated the Board on the previous day's Committee meeting including: <ul style="list-style-type: none"> - An assurance on the strategic and Finance Directorate risk registers; - Extension of the independent committee member tenure for a further year, which the Board ratified. <p>Board were content for DM to continue as Committee Chair.</p> <ul style="list-style-type: none"> • Board formally recorded its thanks to Maurice McKinley, who was retiring at the end of March, for his contribution to MLKDC. (Proposed by DM, seconded by JG) <p>The Board noted this report.</p>	
57.09	<p>DIRECTOR OF DEVELOPMENT'S REPORT</p> <p>NM presented his report.</p> <ul style="list-style-type: none"> • Planning for the 2019 Balmoral Show ongoing. • The approach to conservation management, including Conservation Plans in the context of no defined end use, and potential costs were discussed. <p>AP3 – Further information on Conservation Plans, including any statutory requirements, to be provided.</p> <p>The Board noted this report.</p>	NM

REF	DISCUSSION	ACTION BY
57.10	HEALTH & SAFETY REPORT This report was taken as 'Read'.	
57.11	AOB The Board noted a letter from ChambrePA on behalf of <i>intu</i> . The meeting ended at 11:55.	