



Forum Meeting - Friday 4th July 2014

Radisson Blu Hotel, Belfast

MINUTES

In Attendance

Jennifer McNern	David Scott
Alex Bunting	Jeff Smith
Mitch Bresland	Jude Whyte
Liz Clarke	Present
Violet Craig	John Beggs (Chair)
Fiona Kelly	Adrian McNamee
Irene Kerrigan	Tina McCann
Stephen Gault	
Ann Travers	

Apologies

1. Minutes from Meeting on the 12th June

The minutes from the last meeting were checked for accuracy or amendments and none were recorded.

2. Matters Arising

John gave an update on the action points from the last meeting. He advised that the meeting with Minister McCausland was cancelled at short notice and that Tina would be following up and seeing if it could be rescheduled.

AP: Tina to contact Minister McCausland's office and request rescheduling

John advised he had sent a letter to the First and deputy First Minister as requested by the Forum reflecting members concerns at the delay in recruiting a new Commissioner.

He said that the working group had met on the 19th June to discuss the specification for the Commissioners post. A letter was then submitted to the department reflecting the criteria discussed.

3. Forum - Post September 2014

John updated the members on the status of the Forum and the business case submitted to the department. He said that the business case requested approval for a 24 member Forum. The role of Associate member would be replaced by an 'expert panel' that will provide advice on key issues as they are addressed. This will allow the Forum to access a broad range of stakeholders and expertise across a range of issues.

The Commission request that the current members consider staying with the Forum in the long term and when the new Commissioner is appointed, they will appoint new members to replenish the membership up to 24.

John asked that the members take some time to reflect on this and would be grateful if they could advise Tina by the 1st August of their intentions.

AP: Forum members to advise Tina by 1st August if they would like to remain members of the Forum.

Tina advised that a residential would be held on the 25th September to facilitate an educational visit by the Forum to urban and rural areas. In addition, another Steering Committee meeting will be held for the planning of this residential.

AP: Tina to forward date for Forum Steering Committee to members

4. Update on Media and Communications Plan- Sheila Davidson

Sheila gave an update to members on the proposed media and communications plan for the Forum. Alan Brecknell, Alex Bunting, Jennifer McNern and Ann Travers have agreed to speak on specific issues such as services, dealing with the past and building for the future. The Commission will offer bespoke training and support in order for the spokesperson to speak on these issues.

AP: Tina to organise training and support sessions with Forum spokespersons and Sheila Davidson.

A discussion was had on the pivotal role of the Forum in the absence of a Commissioner in order to maintain the momentum on issues such as a pension and services to victims and survivors and the need for the Forum to be more prolific and reactive to the media and politicians.

5. Services Update

Adrian informed the members that RSM McClure Watters had been awarded the tenders for two pieces of research to be carried out by September on the Victims Support Programme and Individual Needs Programme.

The Commission would like to request two Forum members with knowledge of these areas and availability to meet frequently over the summer, to sit on the Steering Committee for the research projects. It was agreed that both working groups would discuss in their groups during the afternoon session and propose two representatives for the Research Steering Committee by close of play 4th July.

**AP: Forum to advise on nominees for Research Steering Committee by COP
4/7/2014**

6. AOB

John said that the DHSSPS have requested to present the proposed model for Mental Health to the Forum. Tina advised that this would require an additional Forum Meeting and that the 7th August was being scoped for this event and she would forward further information when she had confirmed with the department. Adrian added that RSM McClure Watters will also want to consult with the Forum and that this could be planned for the same day.

AP: Tina to confirm date of exceptional meeting of Forum

7. Date and Time of Next Meeting

The meeting was suspended to allow the Department of Justice to present on the Draft Victims Charter.

Members to hold the date of Thursday 7th August for an exceptional meeting.