

LOCATION: JAMES HOUSE – QUIGLEY ROOM

DATE: 28 March 2025

TIME: 10:00AM

ATTENDEES: Sarah Havlin (Chairman), Damien Mc Quillan, Geraldine Alexander, Phillip O’Rawe, Robin Bell, Patricia O’Callaghan, Patrick Masterson, Sinéad Sharpe (Members), Nigel Falls, Barry Leonard (Secretariat)

1. Introduction and apologies – Barbara Martin
Minutes of last Meeting – Agreed
Declarations - Conflicts of Interest and Register of Interests – No declarations
2. Case review – IC89 – acceptance decision issued and attached for information. Overview of continuous applications from same Union and same employer (IC88 less than 1 year ago). BU 20-day period was extended – Semi voluntary agreement reached. A dismissal decision will be issued.
IC90 – Acceptance decision to be issued in the coming days and will enter 20-day BU period. Chair is planning to make her time available to parties to meet and provide support.
Note. The Chair is keen to move towards educational opportunities to support the recognition process.
3. Annual Report – Final publication and note to inform members of 24/25 annual report draft initiations and intent to completed by June 2025.
Question as to how 23/24 report was published without website – In the interim it was emailed to interested parties/stakeholders, but the website should be ready for publications by end of June where the Reports and all historical documents would be uploaded. Confirmation was provided that all historical decision has been downloaded from previous website and ready for upload.
4. Risk register was presented and reviewed in meeting. Comments from members of removal of some outdated risks. This was updated in meeting and saved to the OneDrive.
5. Update on data migration. Initial receipt of data was received 13 March 2025. Data has come from Trim system and will require some edits to titles to allow for transfer to the OneDrive. Most of the files are currently in situ but some will require further work. Once completed we can begin cross referencing of the hardcopy historical files. We will want to establish an R&D schedule prior to destruction of hard copy files.
6. Action points from previous meeting – Draft fees and expenses policy still to be signed by LRA representative. Not sure of the holdup but there is a chance that this may need updated to reflect whatever pay rises of structure that has given rise to historical back pay for members.
Feedback responses from stakeholders have been placed on hold until new website is up and running and we are aware that questions will redirect and ask for feedback regarding our website which is currently under construction.
7. Budgetary constraints – 24/25 – Hard charge for salaries and facilities outlined by Chair. This depleted most of our budget yet there was a previous level of comfort that any extra or demand lead would be covered by the dept.
25/26 – Need for us to be careful with budget. Sarah meeting with Dept to discuss on Monday 31 March 2025. She wants to lay out bottom and top line where is the court had 0 cases and if the court had 3-4 cases as max scenario. Concerns of the 7% cut on all NDPB’s might affect our already restrictive budget.
Comments from members – That assurance was given that the combined secretariat would not be a risk in budgetary constraints and can’t understand why it would be a fixed cost within the budget. Main concern from LRA regarding demand lead business and if this would be covered.
8. Continuous review of guidance and documents – Nigel has generated derecognition guidance, members to review and provide ant relevant feedback.
9. Overview of PRONI conference attended by Barry and Nigel – Importance of the generation of a R&D schedule and use of AI within the record management system.

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10. Nigel gave an overview of the NIC ICTU learning conference and the general interest from stakeholders. He also mentioned about meeting with the educational team within ICTU and possibility of a combined educational facility utilising Nigel’s other role in advisory within the LRA and combined with his role within the Industrial Court. This would hopefully give rise to other educational opportunities. Nigel is currently working on podcast educational piece for the LRA surrounding TU recognition and plans to utilise this piece as part of the Industrial Court website when launched.
11. ICTU – possibility for secretariat to attend conference with stand for stakeholder engagement in Sarah’s absence.
12. Website preview – Preview home page of what the industrial court website could look like when completed.
13. LinkedIn overview – Agreement to post the recognition flow and process charts as this is our only present position for publishing documents.