

LIBRARIES NI

The Northern Ireland Library Authority

Minutes of a meeting of the Board of the Authority held on Thursday 10 September 2026 at 10:30 am at the Public Record Office of Northern Ireland (PRONI),
2 Titanic Boulevard, Titanic Quarter, Belfast

PRESENT

Ms Bonnie Anley	Chairperson
Councillor Roisin Lynch	Vice-Chairperson

Councillor Alistair Cathcart
Mr Adrian Driscoll
Councillor Julie Gilmour
Alderman Paul Greenfield
Councillor Rosie Kinnear
Ms Ursula O'Hare
Ms Wendy Osborne OBE
Mr John Peto
Miss Linda Wilson

IN ATTENDANCE

Dr Jim O'Hagan	Chief Executive
Mr Desi Miskelly	Director of Business Support
Ms Adrienne Adair	Director of Library Services
Ms Julie Reid	Head of Service - South and East Region
Ms Ciara Gault	Deputy Head of Service – South and East Region
Ms Kim Keys	Deputy Head of Service - North and West Region
Mr Glenn Beattie	Head of Marketing and Strategic Communications
Mr Desi Curry	Head of ICU/ICT
Ms Jacqui McKinstry	Head of Human Resources
Mrs Rita McNamee	Head of Finance
Mr Tim Neeson	Head of Assets
Mr Mark Waterworth	Senior IT Support Officer
Mr David Huddleston	Director of PRONI and Deputy Keeper of the Records
Mr Stephen Scarth	Head of Public Services, PRONI
Ms Grace Gordon	Online Services, PRONI
Ms Louise Hyland	Department for Communities
Mr John Walsh	Delivery Executive, Fujitsu
Mr Sean Paul Bradley	Microsoft Solution Architect, Fujitsu

Note: All participants attended the meeting 'in-person'

1. APOLOGIES FOR NON ATTENDANCE

Councillor Andrew McAuley
Councillor Martin McRandal

2. MEMBERS' DECLARATION OF POTENTIAL CONFLICT OF INTEREST

- 2.1 The Chairperson reminded Members and Officers of the need to declare any actual, potential or perceived conflicts of interest associated with any item on the agenda either now or at the relevant stage during the meeting. No interests were declared.

3. BOARD PLANNING DAY EVENT – PROGRAMME LNI 01.09.26

- 3.1 The Chairperson welcomed everyone to the meeting and in particular Mr D Huddleston, Director and Deputy Keeper of the Records, PRONI for hosting the Libraries NI Board Meeting. She also welcomed the following:
- Ms L Hyland, Department for Communities (DfC)
 - Mr J Walsh and Mr S P Bradley, Fujitsu
 - Senior Staff from Libraries NI
- 3.2 Mr Huddleston welcomed all present to PRONI and provided a brief background to the establishment of PRONI and its statutory duty and drew attention to the itinerary for the 'Behind the Scenes Tour' which would take place after the formal meeting had concluded.
- 3.3 The Chairperson updated Members on the development of the Public Libraries Policy noting that she had been informed that a draft policy consultation package would shortly be ready to go out for consultation. She reported that the document was still in draft form but would, in all likelihood, be available to Members prior to the October Board Meeting. Ms L Hyland, DfC confirmed that consultation was likely to close in mid-November with responses considered in late December 2026/early January 2027.

Investors in People Presentation

- 3.4 The Chief Executive gave a presentation on the Investors in People (IIP) Survey which had been carried out during December 2025/January 2026. He provided background and context to the survey noting that there had been several challenges for the organisation over the last number of years including constrained public finances and the impact of the Covid-19 pandemic. Members were reminded that Investors in People (IIP) was a recognised international benchmark for excellence which comprised of an accreditation framework. Libraries NI had opted for a combined survey model which consisted of two parts i.e. 'We Invest in People' and 'We Invest in Wellbeing'.

- 3.5 The Chief Executive then reported on survey findings noting that 58% of employees had completed the survey and that the findings, although not definitive conclusions, had provided an indication for the direction of travel to inform and guide action planning. He provided a breakdown of the number of responses by specific staff groups, highlighting some of the highest and lowest scoring themes and noting the uniqueness of Libraries NI as a single organisation geographically spread across all of Northern Ireland. He drew attention to eight 'action' pillars that had been developed following analysis of the survey outputs.
- 3.6 The Chairperson thanked the Chief Executive for the presentation noting that the survey had been carried out without any pre-preparation.
- 3.7 In response to questions from Members the Chief Executive confirmed that the survey had included responses from agency staff and that the Leadership Competency Framework which already exists, would be used to assist leadership development within the organisation. He explained that significant improvement in areas such as leadership i.e. the progression of staff into leadership roles and developing staff for the future would be an indicator that plans were progressing to achieve the end goal of the process. He recognised the need for management to be clear in communicating to staff how the issues identified in the survey would be addressed.
- 3.8 Members noted that regular reports and feedback would be provided at meetings of the Business Support Committee.

Transforming Library Data into Actionable Strategic Insights – A Proof of Concept

- 3.9 The Chief Executive explained that this presentation was a result of collaborative working between Libraries NI and Fujitsu on a proof of concept for a strategic business information reporting system for the organisation.
- 3.10 Mr M Waterworth, Senior IT Support Officer, Libraries NI introduced Mr J Walsh, Delivery Executive and Mr S P Bradley, Microsoft Solution Architect, Fujitsu who had been involved in the working group to progress this issue.
- 3.11 Mr Bradley shared a presentation on some of the work completed to date within the Strategic Intelligence Project which concentrated on the Services Directorate. He also showed examples to demonstrate how Libraries NI can work with external partners to enhance and expand the operational capabilities for better data analysis.
- 3.12 The Chairperson thanked Mr Waterworth and Mr Bradley for the interesting and informative presentation.

An Introduction to PRONI and the National Archives of Northern Ireland

- 3.13 Mr D Huddleston rejoined the meeting and introduced his colleagues Mr S Scarth, Head of Public Services, and Ms G Gordon, Online Services, who provided an introduction to PRONI and the National Archives of Northern Ireland.
- 3.14 Mr S Scarth highlighted the services offered by PRONI, the collaboration with other organisations on projects and how PRONI contributes to wider stakeholder engagement.
- 3.15 Mr Huddleston provided the strategic context noting that PRONI had been established in 1923 and that its statutory duty was to receive, preserve and provide access to public records in Northern Ireland. PRONI is the official body for the deposit of public records of historical significance and holds extensive collections from private sources including churches, businesses, community groups and individuals.
- 3.16 Ms G Gordon gave a short overview of the partnership working with Libraries NI and described the success of 'PRONI on Tour' exhibition which visits various library locations. She reported that the two organisations collaborate on other projects such as local history tours and the European Heritage Open days and added that she looked forward to this successful partnership continuing.

Close of formal Session

- 3.17 The Chairperson concluded the formal meeting by thanking the presenters, all attendees and particularly Mr Huddleston and staff for the use of their premises and noted that the 'Behind the Scenes' Tour of PRONI would now commence.

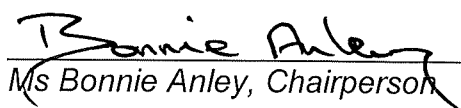
4. DATE OF NEXT MEETING

- 4.1 Members noted that the next scheduled meeting of the Libraries NI Board would take place on Thursday 15 October 2026 at 10.30 am in Lisburn City Library.

5. MEMBERS ARRIVAL AND DEPARTURE TIMES

- 5.1 The formal meeting concluded at 12:08 pm.
- 5.2 All Members arrived for the commencement of the meeting and remained until it ended.

Signed:


Ms Bonnie Anley, Chairperson

Date:

15/10/2026