**MINUTE OF THE OF PLENARY MEETING OF THE SENTENCE REVIEW COMMISSIONERS HELD ON 13 DECEMBER 2013**

*Present:* Ms Clodach McGrory Chairman

 Dr Adrian Grounds Commissioner

 Prof John Jackson Commissioner

 Mrs Kerry McIlwaine Deputy Secretary

Mr Mark Murtagh Minute Taker

*Apologies:* Dr Duncan Morrow Commissioner

 Mrs Moya Cushley Secretary to the Commissioners

Mrs Karen WeirSecretariat

1. Ms McGrory welcomed everyone to the meeting and thanked them for their attendance. Apologies were received from Dr Duncan Morrow, Mrs Moya Cushley and Mrs Karen Weir.

2. The note and minute of the previous meeting were discussed and agreed with no amendments.

3. Ms McGrory advised that a meeting had been scheduled for January with the Director General of the NIO and she agreed to provide a draft briefing paper to Commissioners in advance of the meeting.

4. Ms McGrory spoke to a draft interim procedure document on SRC Legal Aid and asked Commissioners to provide her with comments on the draft paper.

5. The Commissioners discussed and endorsed a draft policy on the privacy of hearings.

6. The current position on each active case currently before the Commissioners was discussed.

13 December 2013