Attendees:
Derek Baker (Chair)
Noelle Buick
Fiona Hepper
Tommy O'Reilly
John Smith
Gary Fair
Sarah Wilson (NICS HR)
Joan McEwan
Fiona Keenan

In attendance:
Bryan Laverty (Board Secretary)
Dr Evelyn Collins & Jacqui McKee – Item 3
Ricky Irwin – Items 3 & 4
Janis Scallon – Item 5
Richard Magowan – Item 3
Neil Palmer & Anne Glenn - Observers

Presentation from Equality Commission Chief Executive Dr Evelyn Collins

Dr Collins’s presentation focussed on the effective implementation of the equality and good relations duties and the Equality Commission’s guidance document “Section 75 - Demonstrating Effective Leadership”.

Action Points:

- senior management would continue to set both the tone and agenda for having due regard to the equality of opportunity duty and regard to the good relations duty; and
- Officials would engage with the Commission, on an informal basis, to discuss policy developments including the Childcare Strategy.

Impact of the UK leaving the EU on Education in NI

Ricky Irwin spoke to his paper and provided members with an update on preparations for Brexit.
Area Planning Update

Janis Scallon provided the Board with an update on Area Planning and DP activity including:

- The progress of projects relating to the treatment of statemented pupils as supernumerary and non-significant changes to school approved enrolment numbers;
- Departmental Decisions;
- DP Activity;
- Transfer 2018; and
- DE Annual Report on Area Planning.

DE 2018/19 Corporate Risk Register (CRR) & Risk Management

Fiona Hepper spoke to her paper and presented her update on risk management. It was agreed that a Key Current IT Projects risk will be included in the CRR with Fiona Hepper as lead risk owner;

Business Planning in 2019/20

Fiona Hepper spoke to her paper.

Action Points:

- The draft Business Plan 2018/19 will be published on the DE website.

HR Report

Sarah Wilson presented the HR Report covering:

- promotion and recruitment;
- employee relations;
- learning and development; and
- the NICS People Strategy.

Members noted that the projected number of days lost through sickness per staff year for 2018/19 is 10.1. Members also noted that 60.5% of in year reviews were now complete (as at 1 November 2018).

Director of Finance Report

Gary spoke to his paper and provided members with an update on key financial issues, covering:
• 2018-19 Resource Budget;
• Earmarked Allocations;
• 2018-19 Capital Budget; and
• 2019-21 Budget Information Gathering Exercise.

**Outstanding Issues/Decisions due to Minister not being in place**

Fiona Hepper spoke to her paper and provided members with an update. Following DSO advice a proposal on the way forward for the reconstitution of the EA Board will be forwarded to the Permanent Secretary shortly.