Ricky Irwin provided members with an update on racial equality related work within the Department.

Post Primary Experiences of LGBT Young People

Ricky presented a paper on the developing policy matter regarding the support for pupils who identify as LGB&T. He informed the Board that a policy paper was put before the Policy Top Management Group (TMG) on 14 May 2018.

Further Update on General Data Protection Regulations (GDPR)

Alan Macdonald provided members with an update since the last DE Board meeting on the Department’s preparation for compliance with GDPR.

Health & Safety Annual Report

James Kerr and Ricky Irwin presented the Departmental Health and Safety Report 2016-18 to the Board.

Update on DE People Plan 2018/19

Ricky Irwin updated the Board on the progress to develop the DE Plan 2018-19. He outlined the proposals for action that the Staff Engagement Forum had agreed at its
last meeting on 11 May in each of the three priority areas: Leadership and Managing Change; Improved DE Accommodation; and Learning and Development.

Capital Budget Update

Philip Irwin presented his paper. He provided the Board with an update on the DE Capital Budget outturn position, advising of an underspend of 0.6% against budget which was well within the Department’s target of achieving 98% of capital expenditure against budget. Philip also provided an update on the Capital Programme covering: Executive funded major works; Fresh Start Programme; School Enhancement Programme; minor works and Youth.

DE 2018/19 Corporate Risk Register & Risk Management

Fiona Hepper provided the Board with a short report on risk management. She informed that Children and Young People’s Services Directorate were flagging a new risk on the Home to School Transport Policy Risk Register which has been assessed as Orange. She then presented a new risk for consideration for inclusion in the Corporate Risk Register which consolidates Risks 11, 12 and 14 into one risk that considers the failure to deliver all the Department’s capital programmes due to budget uncertainties. After discussion members agreed the new risk.

HR Report

Anne Breen presented the monthly HR Report. She updated on the progress of NICS recruitment competitions, the introduction of the LInKS training system and sick absence. She advised that the year-end figure for days lost per member of staff due to sick absence was 9.7 days. This was below the NICS average of 13 days.

Director of Finance Report

Gary Fair spoke to his paper and presented the Board with his update on key financial issues for the Department, covering:

- 2017/18 Resource provisional outturn;
- 2018/19 Resource budget;
- 2019/21 budget information gathering exercise;
- prompt payment performance;
- annual accounts; and
- contracts, including Direct Award Contracts.

Members noted and discussed the update.

Governance Statement

Fiona Hepper presented the final draft of the DE Governance Statement to members. Members were content for the Statement to issue formally to Derek Baker for final Accounting Office approval.
Results of DE Board Effectiveness Review

Members reviewed and discussed the outcome of the Board Effectiveness Review. It was agreed that:

- the content of the summary of the DE Board minutes prepared for the intra/internet was to be reviewed and consideration would be given to publishing the Board Papers for staff;
- relevant Grade 7s should be invited to present papers on behalf of, or with, their Director; and
- two members of DE staff are to be invited to attend DE Board meetings as observers. Secretariat is to issue an invitation email and dates to all DE staff.