**Summary of the NIEA Board Meeting**

**11 January 2022, via Webex Video Conference**

**(Environment, Marine and Fisheries Group Senior Management in attendance)**

Members in Attendance:

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| Paul Donnelly | Acting Chief Executive, NIEA (Chair) |
| Helen Anderson | Director of Natural Environment Division, NIEA |
| Keith Bradley | Acting Director of Resource Efficiency Division, NIEA |
| Paul Douglas | Non-Executive Board Member |

Other Attendees:

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| Tracey Teague | Deputy Secretary, EMFG. |
| Dave Foster | Director of Regulatory & Natural Resources Policy Division, EMFG |
| Owen Lytle | Director of Marine and Fisheries Division, EMFG |
| Colin Breen | Acting Director of Environmental Policy Division, EMFG |
| Marcus McAuley | Acting Director Strategic Planning & Change Division, NIEA |
| Janice Harris | Assistant Director of Environmental Policy Division, EMFG ( deputising for John Mills, Director of EU Transition Division, EMFG ) |
| Stephen Norrie | NIEA Board Secretariat |
| Jacqui Girvan | NICS HR – DAERA Business Partner, DoF |
| Philip Walker | Head of Finance, Business Support Team (NIEA) |
| Arron Wright | Acting Director of Green Growth Division, EMFG |

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|  |  | **Action** |
| **1** | **Apologies and Conflicts of Interest**  Apologies from Kevin Hegarty, Charlotte Stewart and John Mills. No new conflicts of interest were recorded. |  |
| **2** | **Minutes and Matters Arising from Meeting on 3 December 2021**  The board agreed the minutes of the meeting held on 3 December 2021 and discussed matters arising.  The following action points were carried forward:   * Consider a linked approach to funding of projects going forward. Arrange an initial meeting ( Paul Donnelly, Tracey Teague and NIEA/EMFG Grade 5’s ) * Consider how to highlight the impacts of environmental crime to the judiciary. * Arrange a meeting to discuss the value of GIS in data management across EMFG/NIEA. * Arrange a meeting to discuss DSO legal support in relation to waste sites. | **Paul Donnelly**  **Paul Donnelly**  **Board Secretariat**  **Paul Donnelly / Theresa Kearney / John Mills** |
| **3** | **HR Monthly Report**  Jacqui Girvan updated the board on the latest position in relation to staff in post, recruitment competitions, filling of approved vacancies, temporary promotions, agency staff, performance management and absence management. The board noted the latest position.  Jacqui advised the Board that the New Ways of Working (NWoW) has been released but has not yet gone live. In the meantime Line Managers are encourage to discuss the policy with staff.  Another Student Placement Scheme is due to launch at the end of March 2022.  Members of the Board noted the success of the previous Student Placement Scheme and expressed thanks to HR colleagues for their continuing efforts to address ongoing resource pressures.  The following action point was agreed:   * Check Agency contract re terms of direct contact with agencies. | **Jacqui Girvan** |
| **4** | **Finance and Corporate Governance**  Philip Walker had connection problems. Marcus McAuley provided the update in the absence of Philip Walker and Charlotte Stewart ( currently assisting with Avian Flu response ). The board discussed the various issues arising from the finance and corporate governance paper and the board:   * Noted the net spend for both Resource DEL and Capital DEL for the first eight months of 2021-22; * Noted the provisional outturn of the January monitoring round; * Noted the current position relating to the relevant risk registers; * Noted the current position relating to progress of DAERA 2021/22 Business Targets and EMFG/NIEA/Green Growth 2021/22 Group Targets; * Notedthe Workforce Planning update; * Notedthe update on the Klondyke Building Premises & Klondyke Daily Attendance; * Notedthe update on Training;   Marcus McAuley reiterated the importance of budget monitoring and spend as we move towards the end of the financial year. He also advised that some work would be done to the ground floor in the Klondyke building in preparation for when staff return to the building under the new ways of working regime.  Marcus highlighted that Green Growth is the key context for funding going forward and work was ongoing to examine posts required to support the work. |  |
| **5** | **Covid 19 Update**  Paul Donnelly updated the board on issues being dealt with by NIEA and EMFG in response to the ongoing Covid-19 situation and the Board noted the position. |  |
| **6** | **EU Transition Update**  Janice Harris updated the board on ongoing environmental issues related to EU exit. Negotiations in relation the Northern Ireland Protocol were ongoing. Whitehall has started a review of retained EU law which will be a large project and could potentially present resource issues going forward.The Board noted the latest position.  The following action point was agreed:   * Request a copy of the letter sent to Rosemary Agnew from DEFRA, for further discussion. | **Tracey Teague** |
| **7** | **Consultations**  The Board noted the Consultations currently listed. The Green Growth Strategy Consultation closed on 21 December 2021 and analysis of responses is ongoing. Further engagement throughout the Department will follow in due course. Paul Donnelly thanked Arron Wright and Green Growth Team colleagues for this excellent work. |  |
| **8** | **Health & Safety Monthly Report**  The board discussed the monthly Health & Safety report and noted the latest position. Owen Lyttle highlighted the need for appropriate H&S related training in relation to boat skills will be needed over the next year. |  |
| **9** | **Communications & Staff Engagement**  Stevie Norrie provided a brief update on staff communications activities. The Mobuoy Remediation Project Team will be providing a presentation of their Data Management Tool at the next EMFG/NIEA staff webinar on 26 January 2022. Marcus McAuley advised that Laura Darragh has returned to the Business Support Team to provide Comms expertise.  Tracey Teague expressed thanks to all staff working on staff engagement and that work was continuing towards a leadership event in the Spring. The board noted the position. |  |
| **10** | **Papers for Future NIEA Board Meetings**  The board agreed the schedule of papers to be tabled at the February board meeting and discussed potential papers for future meetings. |  |
| **11** | **AOB**  Owen Lytlle advised that the Reservoirs Act 2015 was being brought into force by DFI by April 2022 and could impact fisheries, outdoor activities and green spaces. Tracey Teague advised that priority actions were being discussed at TMT from now to the end of the current mandate and Marcus McAuley suggested that the new mandate might bring a focus on an independent environment agency.  The following action point was agreed:   * Discuss environmental governance issues going forward with respect to any information requests in relation to a potential independent environment agency. | **Paul Donnelly / Tracey Teague / Dave Foster / Colin Breen** |