**Summary of the NIEA Board Meeting**

**2 September 2020, via Webex Video Conference**

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

Members in Attendance:

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| Tracey Teague | Acting Chief Executive, NIEA |
| Tim Irwin | Acting Director of Resource Efficiency Division, NIEA |
| Paul Douglas | Non-Executive Board Member |

Other Attendees:

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| Mark Hammond | Head of Natural Environment Operations Unit, NIEA (deputising for Helen Anderson, Director of Natural Environment Division) |
| Dave Foster | Director of Regulatory & Natural Resources Policy Division, EMFG |
| Claire Vincent | Acting Director of Marine & Fisheries Division, EMFG |
| Janice Harris | Head of Waste Strategy Branch (deputising for John Mills, Director of EU Transition Division, EMFG) |
| Anthony Courtenay | Head of Waste Framework & Environmental Liability Branch (deputising for Owen Lyttle, Acting Director of Environmental Policy Division, EMFG) |
| Peter Aiken | Head of Business Support Team, NIEA |
| Mary Drumm | NICS HR Business Partner  (attended for agenda item – HR Update) |
| Theresa Kearney | Regulation Unit, NIEA  (attended for agenda item – AD Plants Update) |
| Jim Wright | Regulation Unit, NIEA  (attended for agenda item – AD Plants Update) |
| Roderick Tate | Agri-Environment Policy Development Branch  (attended for agenda item – Agri-Environment Policy Update) |
| Laura Bouma | Agri-Environment Policy Development Branch  (attended for agenda item – Agri-Environment Policy Update) |
| Diane Richardson | NIEA Board Secretariat |

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|  |  | **Action** |
| **1** | **Apologies and Conflicts of Interest**  Apologies were received from Helen Anderson, David Small, John Mills, Owen Lyttle and Arron Wright. No new conflicts of interest were declared. |  |
| **2** | **Minutes and Matters Arising from Meeting on 5 August 2020**  The board agreed the minutes of the previous meeting and noted that the section on future agricultural policy was still to be cleared by Norman Fulton (Food and Farming Group) who was currently on leave. The action points and |  |
|  |  | **Action** |
|  | matters arising from this meeting were also discussed and the following action points were agreed:   * Norman Fulton to clear future agricultural policy section of minutes on return from leave; * NIEA Directors to continue to liaise with Head of Branches on outstanding PPA/PDP completion; * Seek views on the impact of the reduction in the assistance to study funding for EMFG and NIEA staff; * Update paper for Minister on Programme for Government to be prepared (pending DB discussion on 23 September); and * DAERA intranet to be updated to reflect EMFG and NIEA split. | **Norman Fulton**  **Helen Anderson, Tim Irwin**  **Diane Richardson**  **David Small**  **Diane Richardson** |
| **3** | **HR Monthly Report**  Mary Drumm updated the board on the latest position in relation to recruitment competitions, filling of approved vacancies, temporary promotions, agency staff, performance management, absence management, and the latest information from NICS HR regarding Covid 19 recovery. The board noted the latest position. |  |
| **4** | **Finance and Corporate Governance**  The board discussed the various issues arising from the finance and corporate governance paper and the board:   1. Noted the net Resource and Capital spend to end of July compared to budgets; 2. Noted the workforce planning update; 3. Noted that the NIEA 2020/21 Business Plan has been published; 4. Noted the update on the development of the DAERA Corporate Risk Register; 5. Noted the update on the EMFG/NIEA Fleet Management project; and 6. Noted the update on the Review of Arms’ Length Bodies.   The board expressed their appreciation and acknowledged the work of the Klondyke premises teams in preparations for the reopening of the building for use by a small number of essential staff and those who needed regular access to this workplace. |  |
|  |  | **Action** |
| **5** | **Covid 19 Update**  Tracey Teague updated the board on issues being dealt with by NIEA and EMFG in response to the ongoing Covid situation and the board noted the latest position. |  |
| **6** | **EU Transition Update**  Janice Harris provided an update on the key issues being taken forward through the EMFG and NIEA EU Transition Board including policy Frameworks in development and plans for future stakeholder engagement. The board noted the latest position |  |
| **7** | **Anaerobic Digestion (AD) Plants Update**  Theresa Kearney updated the board on the latest position with regards to regulation of AD plants and also provided an update on the NIAO review of emerging issues from producing electricity from renewable energy. The board noted the latest position and thanked the NIEA team for their continued work in this area.  The following action points were agreed:   * Prepare submission for the Minister to provide an update on AD plants; and * Provide NIEA with an update on the Strategic Environmental Assessment (SRA) and Habitats Regulations Assessment (HRA) process and timeline. | **Tim Irwin**  **Dave Foster** |
| **8** | **Agri-Environment Policy Development Update**  Roderick Tate updated the board on the current work to develop future Agri-Environment policy which covered an options summary, emerging conclusions and objectives. As agri-environment is a key element of DAERA’s future agricultural policy the board agreed that more time was needed to consider the details of the paper, with the following action point being taken forward:   * NIEA and EMFG Directors to give further consideration to the agri-environment policy development paper and provide comments to the branch. | **Directors** |
| **9** | **Health & Safety Monthly Report**  The board discussed the monthly report and noted the latest position. The following action point was agreed:   * Provide update to Tracey Teague on actions being taken as a result of the recent Peatlands Park incident and provide draft letter. | **Mark Hammond** |
|  |  | **Action** |
| **10** | **Communications and Staff Engagement**  Diane Richardson provided a brief update on staff communications activities and the outcome of the staff webinar survey which confirmed that staff were content with the current level of EMFG and NIEA Group communications. The following action point is being carried forward:   * Update DAERA intranet to reflect EMFG and NIEA split. | **Diane Richardson** |
| **11** | **Papers for Future NIEA Board Meetings**  The board agreed the schedule of papers to be tabled at the October board meeting and discussed potential papers for future meetings. |  |
| **12** | **AOB**  There was no “any other business” discussed. |  |