**Finance Committee (FC) Meeting**

**Friday 15 November 2019 at 2:00pm**

**FINAL Minutes**

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| **Attendees Dundonald House****Attendees Ballykelly House** | **Norman Fulton** **David Small****Seamus McErlean****Sean McGrade****Roger Downey****Brian Doherty (Chair)****Fiona McCandless****David Reid****Nuala Hennessy (Secretariat)** |
| **Attendees Via Conference** | **Robert Huey** |
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| **Apologies** | **Lynda Lowe** |
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| **Item** | **Description** | **Paper Reference / Action Owner** |
|  | **Welcome and****Minutes and Action Points from Previous Meeting**  | **FC 33/19** |
|  | The Chair, Brian Doherty, welcomed members to the meeting.The minutes for the 19 September meeting were agreed with no amendments.Members noted the action point in relation to the establishment of a ring-fenced bTB budget in 2020-21. It was agreed that a paper would be presented at the next meeting in February**Action Point** **Paper to be presented to the February FC on the establishment of a ring-fenced bTB budget for 2020-21.** | **Lynda Lowe** |
|  | **January Monitoring Round** | **FC 34/19** |
|  | Roger Downey presented the paper highlighting the Department’s Resource and Capital proposals in this exercise and the financial implications of Brexit and Non-Brexit issues being faced by the Department. Members discussed the contents of the paper and the impact of the delay of the EU Exit date to 31 January 2020. The FC noted the contents of the paper and agreed that the Resource and Capital proposals including the Reduced Requirements are submitted to DoF.  | **Lynda Lowe** |
|  | **Workforce Planning Affordability** | **FC 35/19** |
|  | Roger Downey presented the paper, advising on the current staff costs budget and staff in post for non-Brexit and Brexit Staff in 2019/20 as well as the non-Brexit and Brexit staff cost affordability position for forward years. There was considerable discussion by Members who noted the contents of the paper and tables. It was also highlighted that staff moving into Brexit posts from non-Brexit posts were creating pressures in Business As Usual activities. Members agreed that all G3s should carry out a critical assessment of all vacancies within their commands to ensure that they are correctly classified between non-Brexit and Brexit and that going forward **all** **posts** to be filled should obtain G3 approval. It was also agreed that consideration should be given to the suppression of current vacancies on the system when new vacancies are being approved. **Action Point****All G3s to carry out a critical assessment of all vacancies within their command.**Members noted that the position of the Department has moved on since the establishment of the Head Count Limits in September 2016 and that a new understanding would be required for the Department post Brexit. **Action Point****Workforce Planning and Affordability to be considered again at Finance Committee meeting in February.**  | **All G3s****Lynda Lowe** |
| **4.** | **Budget 2020/23** |  |
|  | Roger Downey provided an update on the Budget 2020/23 process advising that DoF is due to commission a further exercise that will include the preparation of a public facing document. It is recognised that there are substantial pressures on the NI Block and therefore not all pressures may be met.  |  |
| **5.** | **Forest Service Reclassification** |  |
|  | Roger Downey provided an update advising that the Department received confirmation on 31 October that Forest Service has been reclassified from an Executive Agency to a Public Corporation. The majority of changes are in relation to accounting, budgeting and governance issues. It has been agreed with DoF that all necessary changes can take affect from 1April 2020.  |  |
| **4.** | **Papers to note** |  |
|  | Members noted the contents of the following papers:AFBI Finance PaperContract ComplianceAged Debt Analysis | **FC 36/19****FC 37/19****FC 38/19** |
| **5.** | **AOB** |  |
|  | None. |  |

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