**Finance Committee (FC) Meeting**

**Wednesday 20 June 2019 at 2:00pm**

**FINAL Minutes**

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| |  |  | | --- | --- | | **Attendees Dundonald House**  **Attendees Ballykelly House** | **Alison Caldwell (Deputising for Fiona McCandless)**  **David Reid**  **David Small**  **Declan McCarney**  **Norman Fulton**  **Robert Huey**  **Roger Downey**  **Seamus McErlean**  **Sean McGrade**  **Beverley Beggs (Item 2)**  **Leahann Donnelly (Secretariat)**  **Brian Doherty (Chair)** | | **Apologies** | **Fiona McCandless** | |  |  | |  |
| |  |  |  | | --- | --- | --- | | **Item** | **Description** | **Paper Reference / Action Owner** | |  | **Welcome and**  **Minutes and Action Points from Previous Meeting** | **FC 21/19** | |  | The Chair Brian Doherty welcomed members to the meeting.  The minutes for the 8 May meeting were agreed with one correction.  The status of the action points was discussed and the Chair requested the inclusion of a ‘due date’ column going forward.  The Chair sought an update on the PPEs and was advised that an update on the PPEs would be given to the September Finance Committee.  **Action Point**  Add a ‘due date’ column into the actions points template.  PPEs update to be submitted to the September Finance Committee. | Financial Planning Branch  Financial Policy Branch | |  | **Strategic Workforce Planning** | **Oral Update** | |  | Beverley Beggs provided an update on Workforce Planning in the NICS and what it means for DAERA. The plan will align Finance and HR and facilitate competition planning to help ensure timely supply of staff.  In response to discussions, Beverley Beggs confirmed that the plans developed for Grade 3 commands would aggregate up to a departmental level and the NICS.  She further advised that the starting point for the plan is the Staff In Post and vacancy information but consideration needed to be given to current challenges, such as the one year budget and Brexit. However, the final plan will be flexible and can be updated as assumptions change.  The Committee agreed that it was good idea but it was not that simple in practice. Beverley Beggs offered to attend DAERA meetings to assist with this new approach which was received positively by the Committee.  She also confirmed that a NICS HR exercise will be issued at the end of June and NICS HR will continue to work closely with the Department in respect of this matter. |  | |  | **Staff Cost Affordability** | **FC 23/19** | |  | Declan McCarney presented the paper and highlighted the assumptions regarding funding and budgets.  He advised that the headcount limit had been reconfigured to reflect the new group structures.  Headcount limits were further discussed together with the potential for changes in Staff In Post numbers due to recent competitions. Declan McCarney highlighted the current 9.8% vacancy rate which enables staffing costs to be affordable but that if the rate falls below 4% a pressure will materialise.  Robert Huey also noted the recent Police Service Ruling in respect of overtime and David Reid confirmed that this was due to be discussed at Permanent Secretary Stocktake.  The Committee noted the recommendations and agreed the reallocated headcount limits. |  | | **4.** | **Budget 2020-23** | **FC 24/19** | |  | Declan McCarney presented the paper on the Resource and Capital funding requirements that will inform the Budget 2020-23 exercise. He highlighted the assumptions and the Resource funding that will not roll forward into 2020/21.  Declan McCarney noted that the paper was a position paper and that the information captured would be reviewed prior to engagement with DoF.  The Committee discussed the savings and the inescapable and high priority pressures. Alison Caldwell also provided an update on the Estate Transformation Programme and long term planning.  The Committee noted the recommendations in the paper and agreed to submit the Capital bids in the upcoming Budget exercise.  **Action Point**  Finance to submit the Capital bids outlined in the paper to DoF in the upcoming Budget exercise**.** | **Financial Planning Branch** | | **5.** | **Provisional Outturn 2018-19 – Key Variances and Annexes** | **FC 22/19** | |  | Declan McCarney presented the paper to the Committee and the Committee noted the excellent Provisional Outturn. |  | | **6.** | **Update on AFBI’s Financial Position** | **FC 25/19** | |  | Sean McGrade presented the paper to the Committee and noted that the information reflected the position as at 10 May 2019.  Royalty income was discussed and Sean McGrade advised that the position would not be known for some time.  He also advised that the opening 2019/20 Budget allocation of £41m, was less than what AFBI had hoped for, but they feel at this stage that they can live within the allocation.  In addition Sean McGrade advised that the Annual Report and Accounts were laid on 12 April and in response to some of the issues NIAO proposes to complete some early audit work.  The Finance Committee noted the content of the paper. |  | | **7.** | **AOB** |  | |  | None |  | |  |