

**MINUTES OF THE 432nd MEETING OF THE LABOUR RELATIONS AGENCY BOARD HELD AT
10.00 am ON THURSDAY, 21st DECEMBER 2017
IN THE AGENCY'S OFFICES, GORDON STREET, BELFAST**

Present: Marie Mallon (Chair)
Louise Crilly
Deirdre Fitzpatrick
Michelle McGinley
Gary McMichael
Albert Mills

In Attendance: Tom Evans Chief Executive, (CEO)
David McGrath (Director, Advisory (DAS))
Don Leeson (Director, Corporate Services (DCS))
Alison Wolfe (Minutes Secretary)

	<i>Action</i>
<p>1. Apologies</p> <p>Apologies were received from, Pauline Shepherd, Jill Minne, Daire Murphy, Penny Holloway, Joanne Toner (Boardroom Apprentice) and Sarah Lawrence (Boardroom Mentee).</p> <p>Alison Millar had indicated that she had a prior engagement and would be late for the meeting. Alison Millar arrived at end of Board meeting for presentations to Penny Holloway and Tommy Wright</p>	
<p>2. Conflicts of Interest</p> <p>There were no conflicts of interest declared.</p>	
<p>3. Chair's Opening Remarks</p> <p>The Chair advised that Andrew McCormick, Permanent Secretary DfE, will be leaving his current post to undertake a new temporary role as Director General, International Relations.</p> <p>The Chair confirmed that there would be a restricted business agenda to allow time for a workshop to discuss the resourcing and progression of a number of signature projects under the Corporate Plan's Strategic Theme 2.</p> <p>The Chair advised that at the end of the meeting there would be presentations to Penny Holloway and Tommy Wright to mark their retirements.</p>	Chair
<p>4. Minutes of 30 November 2017 Meeting (Paper BP01-12/17)</p> <p>The minutes of the meeting held on 30 November 2017 were agreed as a true and accurate record of the meeting subject to the removal of Louise Crilly's name from the list of attendees.</p>	Secretary
<p>5. Early Conciliation Resourcing Business Case (Paper BP02-12/17)</p> <p>The DCS presented the updated Early Conciliation business case and confirmed that a tripartite (DfE, OITFET, LRA) implementation project has been established. The Board approved the business case with one adjustment to page 18 relating to objectives and constraints.</p>	DCS

<p>6. 2018/19 Voluntary Exit Scheme Business Case (Paper BP03-12/17)</p> <p>The Board noted the paper presented by the CEO setting out the interim arrangements to address the capacity issues arising from the implementation of the 2017/18 Voluntary Exit Scheme. The CEO confirmed that the interim arrangements have been subject to extensive consultation with TUS as part of the wider Transformation Programme.</p> <p>The CEO also provided an update to the Board on the operational measures being put in place to address capacity issues to include internal transfers/promotion competitions.</p> <p>The CEO presented a draft business case relating to the Executive's 2018/19 Transformation Fund. The CEO explained that this was a protective measure to allow the Agency to respond to future budget pressures should any of the funding scenarios set out in the Department of Finance's briefing paper on the budgetary outlook for 2108-2020 materialise. The Board approved the business case on the basis that this did not constitute a commitment to introduce a VES in 2018/19 and that any proposal to do so would require Board approval.</p> <p>The CEO reminded the Board that the local TUS Branch had already sought the Board's commitment at the August Board meeting to make representations to DfE if any further budget cuts are being proposed.</p>	<p>CEO</p> <p>DCS</p> <p>CEO/Chair</p>
<p>7. Strategic Workshop - Discussion on the resourcing and approach to a range of development projects (Strategic Theme 2)</p> <p>Following discussion at the Board workshop the CEO agreed to initiate work on a funding proposal that would be submitted to DfE. Given the level of attendance the Chair suggested that this issue should be further discussed at the January Board meeting in advance of any paper being finalised.</p> <p>The Chair thanked Board members for their input to the discussions and reflected on what has been a very challenging but successful year for the Agency.</p>	<p>CEO</p>
<p>8. Any Other Business</p> <p>There was no other business to report.</p>	
<p>9. Date of Next Meeting</p> <p>The next meeting of the Agency Board will take place on Thursday, 25 January 2018 at 10.00 am in the Agency's Offices, 2-16 Gordon Street, Belfast.</p>	<p>Secretary</p>