

<p>5.1 Agency Logo The Agency's new corporate branding is being launched at the public meeting. Work is progressing to develop the Agency's social media presence and a social media policy, which is anticipated to be in place for the new year subject to Board approval. Preparations are also underway to develop a new Agency website.</p> <p>5.2 Brexit The DERS reported that the Agency has responded to a DfE query on the potential impact of Brexit, confirming that it is difficult to predict the likely impact until there is clarification on the terms of the Brexit deal.</p> <p>5.3 Regional Office – Future Developments The DCS reported that a business case for the future accommodation of the Regional Office will be presented to the November Board meeting for approval.</p> <p>5.4 Mental Health Champion The Board noted that a meeting of the Health & Safety Committee to discuss a draft Health and Wellbeing Strategy is planned for 15 November. Gary McMichael, as Board Mental Health Champion, will attend. Albert Mills reported that mental health had been a major topic of discussion at the recent TUC conference. It was agreed that more support was needed for people suffering mental health issues.</p>	<p>DCS</p> <p>DERS</p> <p>DCS</p> <p>DCS</p>
<p>6. Board Learning & Development Plan (Paper BP03-10/18)</p> <p>The Chair introduced the Board Learning & Development Plan which addresses collective and individual needs for the period to March 2021. The DCS highlighted the following actions:</p> <ul style="list-style-type: none"> ✚ Content and timing of induction processes; ✚ Corporate Governance – a workshop to take place in 2019; ✚ Board leadership programme covering specific roles such as Committee Chairs; ✚ Specific knowledge of the Agency's business – to be delivered in-house by Agency staff at scheduled Board workshops throughout the year; ✚ Attendance at relevant workshops and conferences – Board members to share learning by way of feedback at relevant Board meetings; ✚ Respond to emerging corporate issues such as GDPR; ✚ Reinstate the Employment Law Updates – annually; ✚ An annual team development event, particularly important for new Board members. <p>The Board, in approving the plan, agreed that it is very comprehensive and accurately reflects the diverse training needs of a public board.</p> <p>The Chair of Audit and Risk Assurance Committee advised that she has been invited to join a forum for the Chairs of ALB ARAC's to share learning and good practice. The Board agreed that this is a very positive development and the Chair of ARAC will report back to the Board on any developments.</p>	<p>Chair</p> <p>ARAC Chair</p>
<p>7. Chief Executive's Update</p> <p>The CEO's update dealt primarily with Finance issues:</p> <ul style="list-style-type: none"> • The CEO tabled the 2018-19 resource allocation letter from DfE dated 24 October 2018, clarifying that this year's budget includes £250k for EC; 	

<ul style="list-style-type: none"> • The allocation letter acknowledges that the sponsor Department failed to communicate in 2016 the decision to reduce the Agency's 2016-17 budget by £100k reduction, which led to the misunderstanding around the quantum of EC funding over the past three years; • The CEO confirmed that the Agency only became aware of the 2016-17 budget cut in discussions with DfE in April 2018 about the EC Business Case Affordability Statement; • The DfE allocation letter references correspondence between the CEO and the Department, dated 4 August 2016, increasing the EC funding from £150-250k. The CEO confirmed that he had not been able to source the correspondence and will seek a copy from DfE; • The allocation letter asks the Agency to report separately on the use of EC funding; • The CEO reported there will be a presentation to the DfE sponsor team on the work of the Agency on 9 November, the Chair has agreed to be involved. Will also discuss with DfE sponsor team Noel Lavery's attendance at the November Board meeting. <p>The CEO indicated that the recent legislation (Executive Formation and Exercise of Functions Bill) introduced by the Secretary of State at Westminster may allow for EC to be introduced but is unlikely to facilitate new Board appointments, as these matters require Ministerial approval.</p> <p>The CEO reported on his attendance at a DfE Skills Strategy event on 12 October; wide acceptance that generic leadership and line management skills are critical. The CEO's input on the Line Manager Certificate was well received with representatives from EA and INI expressing strong interest; CEO to follow up with Michael Gould from DfE who is leading on the Skills Strategy consultation.</p> <p>The CEO reported on his meeting with Sarah Havlin to discuss the staffing of the Certification Office, for discussion with TUS.</p> <p>The CEO advised the Board of his intention to appoint an ERM, on a temporary basis, to take forward a number of special projects under Strategic Theme 2. He will consult with TUS in advance of seeking expressions of interest from ERMs.</p> <p>The CEO reported that the Joint Declaration, launched at last year's Public Meeting, will be mentioned at the Public Meeting today, to encourage people to adhere to the principles.</p> <p>Arrangements are being finalised for the Board visit to WRC on 16 November. Oonagh Buckley will be leaving WRC to take up a post in the Civil Service. The CEO is liaising with Liam Kelly about the arrangements; the visit will cover the WRC's adjudication, conciliation and mediation services. Final arrangements to be communicated to Board members in due course.</p>	<p>CEO</p> <p>CEO</p> <p>Chair/CEO</p> <p>CEO</p> <p>CEO</p> <p>CEO</p> <p>Secretary</p>
<p>8. Business Plan Performance Report (Paper BP04-10/18)</p> <p>The DERS reported the following:</p> <ul style="list-style-type: none"> ✚ Enquiry Point staff will be piloting Webchat in early November. The pilot will run for 3 months and will be reviewed on an on-going basis with a formal review at the end of January; ✚ Mental Health awareness training is to be added to the Certificate in Effective Line Management Practice; ✚ The number of Independent Appeal requests has increased significantly compared to last year; 	<p>DERS</p> <p>DERS</p>

<p>The Chair and CEO reported on their attendance at the International Agencies meeting in London and the Acas Future at work Conference.</p> <p>The CEO has asked Matthew Taylor to speak at the Roundtable's ER/IR 2019 conference, to be facilitated by the Agency.</p> <p>The International Agencies meeting will be held in Canada next year and will then be hosted jointly by WRC and the Agency in 2020.</p>	CEO
<p>12. Report from the Chair of the Finance & Personnel Sub-Committee (Paper BP07-10/18)</p> <p>Albert Mills reported on the Finance & Personnel meeting held on 15 October. The Chair thanked Albert for his report.</p>	
<p>13. Any Other Business</p> <p>None.</p>	
<p>14. Date of Next Meeting</p> <p>The next meeting of the Agency Board will take place on Thursday, 22 November 2018 at 10.00 am in the Agency's offices, 2-16 Gordon Street, Belfast.</p>	Secretary

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