

C&AG'S ADVISORY GROUP MEETING THURSDAY 1ST MAY 2014

Present	Gary Martin (Chair – Non Executive Member) Mary Halton (Non Executive Member) Kieran Donnelly (Comptroller & Auditor General) Louise Mason (AAG Division F) Janet Sides (AAG Division A) Eddie Bradley (AAG Division V)
In Attendance	Brandon McMaster (Director Business Improvement) Calwell Steele (Secretary)

1. PRELIMINARY/ADMINISTRATION

1.1 Apologies.

There was full attendance of members at the meeting.

The Chair referred to the resignation of Daniel McLarnon and acknowledged the valuable contribution which he had made to strategic issues over the period of his tenure.

1.2 Declaration of Conflicts of Interest

There were no issues declared by members which would be in conflict with the agenda for the meeting.

1.3 Minutes of meeting held 8th November 2013 and matters arising

Minutes of the previous meeting were agreed.

The Chair will prepare a paper for the June meeting on governance issues, outlining new structures and strategic issues. This will inform the annual governance statement and take into account the recent Memorandum of Understanding between the NI Assembly Audit Committee and NIAO. The strategy developed by the Stakeholder engagement group has been issued and an action plan is currently being prepared.

2. UPDATES

2.1 Members had received copies of the minutes of the Executive Team meetings held since the previous Group meeting. The Group discussed and noted several issues within the minutes including;

- The level of underspend in 2013-14;
- The increase in absence levels;
- The current review of the VFM quality review panel;
- The structure of the sub-groups under the governance arrangements.

3. STRATEGIC RESOURCING ISSUES

3.1 Business Improvement Programme.

The Group received an oral update from the Director of Business Improvement on Phase 2, including potential options for restructuring. Based on their own experience and taking into account comments from Executive Team members, the Group concluded that, given the importance of this Phase to the overall BIP, it would be worthwhile undertaking further exploratory work to examine and clarify roles and responsibilities in the context of the proposed new structural arrangements.

4. OTHER ISSUES

4.1 Emerging Issues

There are no issues emerging which have not already been taken into account in recent discussions within the Advisory Group. The situation continues to be monitored and any emerging issues are dealt with as appropriate.

5. AOB

The next Advisory Group meeting will be held on Friday 13th June 2014.