

**MINUTES OF THE 66<sup>TH</sup> MEETING OF THE BOARD OF THE HEALTH AND SAFETY EXECUTIVE FOR NORTHERN IRELAND HELD ON THURSDAY 30 JUNE AT 10.00am IN THE ROBENS ROOM, LADAS DRIVE, BELFAST.**

<b>Present:</b>	<b>Board Members:</b> Mr George Lucas - Chairman Mrs S Lowry – Deputy Chairperson Mrs B Maitland Mr G Campbell Mr P Lyons Mr J Collins	<b>HSENI Officials:</b> Mr J Keyes – Chief Executive Mr D Breen – Deputy Chief Executive Mrs J Leathem – Board Secretary Miss Danielle Duffy
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<b>Agenda Item</b>	<b>Record of main discussion and Actions Arising</b>	<b>Action by Board Members/ Official(s) and update on progress from actions arising</b>
1. Apologies	Mr C Cleland, Mr L Fawcett, Mr B Mackin	
2. Corporate Health, Safety and Welfare	The Board was informed that an inspection of Ladas Drive had been carried out on 23 May 2011 by a new inspection team led by Dermot Breen and comprising Ray Coey NIPSA Safety Representative and Adrian Harris (Premises) Only minor housekeeping issues were identified.	
3. Declaration of Conflict of Interest(s)	No conflicts of interest were declared.	
4. Audit and Risk Management Committee Annual Report 2010/11. <b>HSENI/19/11</b>	The Annual Report of the Audit and Risk Management Committee was outlined to the Board. The Chairman welcomed the report, which bore testament to the hard work and commitment of both the Committee and HSENI staff in ensuring a robust internal control environment. The report was duly adopted by the Board.	
5. Report to Those Charged with Governance year ended 31 March 2011. <b>HSENI/20/11</b>	The Board welcomed the very positive findings of the Report To Those Charged with Governance (RTTCWG). This indicated that the CAG would issue an unqualified audit opinion and that no report on the accounts would be required. The recommendation, that in addition to the existing updating procedures Board members should proactively complete an annual declaration of interests, was accepted.	

<p>6. Annual Report and Statement of Accounts 2010/11. <b>HSENI/21/11</b></p>	<p>The Annual Report and Statement of Accounts were formally adopted and approved by the Board. It was highlighted that the Annual Report provided a very comprehensive and in depth account of the important and varied work carried out by HSENI staff. This together with the positive RTTCWG provided the Board with sufficient assurance to allow the accounts to be signed by the Chairman and Chief Executive. The Chairman asked the Senior Management Team to pass on the Board's appreciation of the hard work carried out by all the staff involved in this successful outcome.</p>	
<p>7. AOB</p>	<p><b>(i) Payment of Legal Fees</b> The Board welcomed the assurance provided by the Deputy Chairman that the payment of legal fees to the PPSNI by means of a technical transfer was the most efficient means of handling this matter. The Board was further assured that this approach would be regularly reviewed.</p> <p><b>(ii) Remuneration of Chairmen and Members of Public Bodies</b> It was confirmed that there will be no annual increase in the remuneration of Chairmen and Members of Public Bodies for the FY 2010/11 and 2011/12.</p>	
<p>8. Date and Venue of next Board Meeting</p>	<p>The next meeting will be held on 28 July at 10.00am in the Robens Room, Ladas Drive.</p>	
	<p>There being no further business, the meeting closed at 10.20am</p>	

Julie Leathem

Board Secretary

Board Minutes adopted and approved:

Signed: 

Dated: 28/07/11

**George Lucas, HSENI Chairman**