



**Board Meeting
Equality House, Belfast
3 February 2026**

PRESENT

Joe McVey	Commissioner and Board Chair
Andrew Sloan	Chief Executive and Accounting Officer
Marie Neill	Secretariat

1.0 Introduction and Apologies

1.1 No Apologies were noted.

2.0 Declaration of Interests

2.1 No conflicts of interest were noted.

3.0 Minutes of last meeting

3.1 The minutes of the last meeting held on 10 November 2025 were agreed

3.2 The Chief Executive noted that there were no outstanding actions.

4.0 Outcome Delivery Plan 2025-26 Progress Report Quarter 3

4.1 The Chief Executive advised that the Outcome Delivery Plan Progress Report for Quarter 3 2025-26 was under review, with an on track or completed status for all Corporate Outcomes.

4.2 The Chief Executive advised that the Outcome Delivery Plan for 2025-26 had been approved by The Executive Office.

5.0 Management Accounts

5.1 The Chief Executive presented the management accounts to 31 December 2025, noting an expected balanced budget at the end of the current financial year.

5.2 A discussion took place around the 2026-27 budget, and it was noted that the Commission would require an increase of circa £300k to the baseline. This would

provide an increase in the programme spend and fill three vacant posts to achieve a full complement of staff, as highlighted in the BCS Review which was carried out in 2023.

6.0 Corporate Risk Register and Action Plan

6.1 The Corporate Risk Register was reviewed. The Commissioner acknowledged that The Executive Office had asked that an assessment of the red risks be reviewed prior to submission of the next quarterly Assurance Statement. The Commissioner was content that this reflected the significant risks of the organisation and there should be no change to the RAG status.

7.0 ALB Performance Report

7.1 The Corporate Performance Report for Quarter 3 to 31 December 2025 was reviewed and noted.

8.0 Quarterly Assurance Statement

8.1 The Assurance Statement to The Executive Office Permanent Secretary for the Quarter 3 to 31 December 2025 was reviewed and noted.

8.2 The Chief Executive advised that his statement was supported by assurance statements from each of the organisation's directorates.

9.0 Internal Audit

9.1 The Commissioner reviewed the draft Procurement and Contract Management report, noting the recommendation and satisfactory assurance rating.

9.2 The Commissioner reviewed and was content with the Terms of Reference for the HR and Performance Management audit.

10.0 External Audit

10.1 The Commissioner noted the NIAO Letter of Understanding. The Chief Executive highlighted the earlier than usual date of final certification which was planned for 25 September 2026.

11.0 Internal and External Audit Recommendation Implementation

11.1 It was noted that there were two outstanding external audit recommendations.

12.0 Audit and Risk Assurance Committee (ARAC) Update

12.1 The Chief Executive advised that the next meeting would take place on 5 February 2026, and it was noted that the Commissioner would be in attendance.

13.0 Freedom of Information and Subject Access Requests

13.1 No Freedom of Information had been received.

13.2 No Subject Access requests had been received.

14.0 Complaints

14.1 No Complaints had been received.

15.0 Gifts and Hospitality

15.1 The Gifts and Hospitality Register for the period April to September 2025 was reviewed and will be published on the Commission's website.

16.0 Fraud – Actual and Suspected

16.1 There was no fraud – actual or suspected to report.

17.0 Data Breaches

17.1 There were no data breaches to report.

18.0 Guidance

18.1 The following guidance was noted:

- DAO (DoF) 06/25 (30 October 2025) The Judicial Review Process in Northern Ireland
- DAO (DoF) 01/26 (January 2026) Accounts Directions for 2025-26
- FD (DoF) 07/25 (18 Dec 2025) Government Financial Reporting Manual (FreM) 2025-26

19.0 Cyber Security NI Ltd

19.1 The Commissioner reviewed the following:-

- a) Cyber Security Certificate of Registration ISO 9001:2015
- b) Cyber Security Certificate of Registration ISO/IEC 27001:2022
- c) Cyber Essentials Plus Certification of Registration

IT Monthly Reports

- a) Monthly Tickets Report
- b) Vulnerability Assessment
- c) Executive Summary Report

20.0 Any Other Business

20.1 None

Date of next meeting: 5 May 2026

Approved: Joe McVey

Signed: 

Date: 03 March 2026