

**SUMMARY OF THE OFMDFM DEPARTMENTAL BOARD MEETING
ON 10 May 2004**

PRESENT: Mr Hamilton, Mrs Angus, Ms Flanagan, Mr Gamble,
Mr Gray, Mr Grimason, Mr Jardine, Mr McCartney,
Mr McConnell, Dr Smyth, Mr Sweeney.

IN ATTENDANCE: Mr Higgins (Secretary)

APOLOGIES: Ms Bunting

1. Minutes of Last Meeting

The summary of the Departmental Board meeting on 5 April 2004 was agreed as amended.

2. Matters Arising

(a) Sponsorship of Non Departmental Public Bodies

Mr Sweeney reported that the inaugural meeting of the above network forum took place on 27 April 2004.

(b) Business Planning Away Day

It was agreed that Mr McMillan from the Business Development Service would act as the facilitator at the Board's Away Day on 15 June, with the proviso that the purpose of the day might shift to Budget matters thus negating the need for Mr McMillan's facilitation.

(c) Appointment of Non Executive Directors

Mr Sweeney reported that Mr Hamilton had written to Mr Cushnahan to invite him to serve as a Non Executive Director to the Departmental Board for a two-year period with effect from 1 June 2004.

(d) Corporate Risk Registers

Mr Sweeney advised that as further updates were being made to the Register this item would be tabled for discussion at the next Board meeting on 14 June 2004.

3. Standing Items

(a) Assembly Issues

Ms Flanagan reported on a range of Assembly issues including the forthcoming Good Governance meeting on 24 May 2004, the redeployment of Assembly staff and the current position regarding special advisers.

(b) Departmental Board Forward Plan

The Board approved an updated version of the plan which provided a strategic programme to March 2005.

(c) Finance, Accountability and Risk

The above matters were dealt with under agenda item 4(c).

4. Current Issues

(a) Review of Public Administration

Mr McConnell provided an overview of the outcome of the Review of Public Administration consultation exercise which had attracted over 170 responses. He outlined the emerging model and the subsequent key issues to be addressed in the next steps of the review including plans to publish final proposals for consultation in the autumn. He explained that regular updates on the Review of Public Administration are available on the website: www.rpani.gov.uk.

(b) Community Relations – Shared Future Way Forward

Mr Gamble provided an outline of the findings and the way forward in the Shared Future consultation exercise. The next stage would involve bringing forward, by June 2004, a draft good relations policy and strategic framework for focussed discussion with elected representatives and key stakeholders.

(c) Budget/Spending Review 2004 - Departmental Submission

Mr Sweeney summarised the above draft paper which sought to identify priorities, options for reductions and potential efficiency savings. It was agreed that further consideration would be given to the matter to enable a Departmental Submission to be made to the Department of Finance and Personnel in June. **Action: Directors.**

5. Papers

a) Review of Staffing Priorities Against 2004/05 Budget

It was agreed to table the paper for discussion at the next Board meeting on 14 June 2004. **Action: Directors**

6. Tour de Table

No items were raised under Tour de Table.

7. Any Other Business

No items were raised under Any Other Business.

8. Date of the next meeting

The next meeting of the Board is scheduled for Monday 14 June 2004 in the 4th Floor Conference room, Castle Buildings and would follow on from the Audit and Risk Management Committee meeting which would commence at 9.15 a.m.

MARK HIGGINS

13 May 2004