

**SUMMARY OF THE SENIOR MANAGEMENT MEETING
ON 12 NOVEMBER 2003**

PRESENT:	Mr Haire	APOLOGIES:	Mr Gray
	Mr McKervill		Mr Gamble
	Mr Stewart		Dr Smyth
	Mr McCluggage		Ms Bunting
	Mr D. Haire		Mr McConnell
	Mr Johnston		Dr Smith
	Ms Wilson		Mr Shannon
	Ms Flanagan		Mrs Angus
	Mr Jardine		Mr McCormick
	Mr McCartney		Mr Grimason
			Mrs Cummins
			Dr Mulligan
			Mr Jackson
			Mrs McAuley

IN ATTENDANCE: Mr Higgins (secretary), Mr Ferguson, Mr Fee

Mr Haire welcomed Miss Wilson and Mr McCluggage to their first Senior Management group meeting and explained the purpose and role of the group.

1. Summary of last meeting

The summary of the Senior Management Group meeting held on 15 October was noted and agreed.

2. Assembly Issues

Mrs Flanagan updated the meeting on a range of Assembly issues.

3. Knowledge Network Central

Mr Fee made a short presentation on plans to launch Knowledge Network Central, through the provision of roadshows in each Department.

4. Tour de Table

- Mr Haire updated the meeting on key issues emerging from the Departmental Board meeting held on 11 November. These included a programme of lunchtime workshop sessions for staff on a range of subjects and the formation of a new Central Security Unit within

Machinery of Government division. That Unit would take forward development work on security policy, including knowledge management.

- Mr Stewart updated the meeting on planning issues in relation to one of the former security sites managed by the Department and on the Reinvestment and Reform Initiative.
- Mr McCartney updated the meeting on a range of legal issues.
- Miss Wilson reported on a workshop held on the 10 November to review PfG and budget processes. Miss Wilson also reported on the merger, now planned for January 2004, of the Northern Ireland Economic Research Council and Northern Ireland Research Centre to create a new economic body, the Economic Research Institute of Northern Ireland (ERINI).
- Mr McCluggage reported on a joint initiative by the Department and the Taoiseach's Office to fund 30 places on a MSc course on Innovations Management. The initiative involves the University of Ulster and Letterkenny Institute of Technology and candidates will be sought in the next few weeks. Mr McCluggage also reported on a business forum involving CITU(NI), BDS and PSRU that had produced an action plan for joint working.
- Mr Jardine reported on the latest developments on the Reform Agenda and progress on advertisements for Chief Executive posts in the Strategic Investment Board and the Ilex Urban Regeneration Company.
- Mr. D Haire updated the meeting on the latest developments on the consultation exercise on age discrimination, on implementation of regulations on sexual orientation and belief and the progress made by his Division as a member of the EDRMS pilot project group.

5. **Any Other Business**

Mr Haire reported that he would be transferring to Department of Employment and Learning with effect from 10 December and Mr Sweeney would be arriving from the Department for Regional Development in the following week.

6. **Date of next meeting**

The next meeting is scheduled for Wednesday 10 December 2003 at 9.30 a.m. in the conference room in Castle Buildings.

MARK HIGGINS

14 November 2003