

**SUMMARY OF THE OFMDFM DEPARTMENTAL BOARD MEETING
ON 14 OCTOBER 2003**

PRESENT: Mr Hamilton, Mr Haire, Mr Gray, Ms Bunting,
Mr Jardine, Dr Smyth, Mr McConnell, Mr McCartney,
Mr Grimason, Mrs Angus, Mrs Devlin

IN ATTENDANCE: Mr Ferguson (Secretary), Mr Playfair, Mr Higgins

APOLOGIES: Ms Flanagan

1. Minutes of Last Meeting

The summary of the Departmental Board meeting on 8 September 2003 was noted and agreed.

2. Matters Arising

The Board noted that the Typing Pool had been disbanded and Typing staff reallocated to Business Units. The Board also noted that a draft Public Service Agreement for OFMDFM has been included in the draft Priorities and Budget 2004/07 document published on 6 October.

3. Standing Items / Current Issues

a) Assembly Issues

The Board reviewed current arrangements on a range of Assembly issues and noted developments in this area.

4. Papers

a) Team Brief

The Board discussed the Departmental Team Brief for October 2003 and agreed some minor changes to the text prior to circulation.

b) Development of Corporate Governance in OFMDFM

The Board discussed a paper tabled by Mr Haire on proposed terms of reference and corporate governance arrangements for the Departmental Board. A number of issues were noted and a further paper will be submitted to the November meeting of the Board.

[Action: Mr Haire]

c) Financial management in OFMDFM

The Board discussed and agreed a paper tabled by Mr Haire on proposals for developing financial management arrangements within the Department.

5. Tour de Table

- a) Mr McConnell reported that the Review of Public Administration consultation document had been launched on 13 October.
- b) Mr Grimason updated the Board on the rollout of the Corporate Identity.
- c) Mr McCartney updated the Board on ongoing work in relation to legal issues.
- d) Mr Jardine updated the Board on a number of issues related to the reinvestment and reform initiative.
- e) Ms Bunting updated the Board on the community empowerment partnership programme and community relations' consultation.

7. Any Other Business

No other business was discussed.

8. Date of next meeting

The next meeting of the Departmental Board will be on Tuesday 11 November 2003 at 9.00am.

Michael Ferguson

14 October 2003.