

SUMMARY OF THE SENIOR MANAGEMENT MEETING

ON 19 MAY 2004

PRESENT:	Mr Hamilton	APOLOGIES:	Ms Bunting
	Ms Flanagan		Mr Gray
	Mrs Cummins		Mr Grimason
	Mr Finegan		Mr McConnell
	Mr Jackson		Mr Shannon
	Mr Jardine		Dr Smith
	Mr Johnston		Dr Smyth
	Mr McCartney		Mr Sweeney
	Mr McCluggage		Miss Wilson
	Mr McCormick		Mrs Angus
	Dr Mulligan		Mr Gamble
	Mr Stewart		
	Ms McGivern		
	Mr McKervill		

IN ATTENDANCE: **Mr Ferguson (Secretary)**

Mr Hamilton welcomed Ms McGivern to her first meeting of the Senior Management Meeting since taking over responsibilities in Anti Discrimination Division whilst on loan from the Assembly. Mr Hamilton also thanked Mr McKervill for his invaluable contribution to the work of the Department and conveyed everyone's best wishes on his forthcoming transfer.

1. Summary of last meeting

The summary of the Senior Management Group meeting held on 21 April was noted and agreed as amended.

2. Political Developments

Mr Johnston provided the meeting with an update on the latest political developments and reminded colleagues that the purdah period for the European election on 10 June would come into effect shortly. Ms Flanagan reported that an agenda has been agreed for the governance meeting planned for Monday 24 May.

3. Tour de Table

- a) Mrs Cummins updated the meeting on development issues in North Belfast and the planned announcement of a second tranche of funding to 5 partnerships involved in community capacity building.
- b) Mr Johnston updated the meeting on a range of issues including developments arising from the report of the Independent Monitoring Committee, special advisers and the process for appointing a new Chair of the Ulster Scots Agency following the resignation of Lord Laird.
- c) Mr McCartney updated the meeting on the several legal issues.
- d) Mr Jackson confirmed the commencement of European election purdah period and suggested that if colleagues needed advice on any issues that may arise they could contact him or his office for assistance. Mr Jackson also provided the meeting with an update on the Northern Ireland legislative programme.
- e) Mr McCluggage updated the meeting on the recent Digital Inclusion Steering Group's business leaders meeting and the 11 projects planned for between now and the end of 2006. Mr McCluggage also reported that the relocation of his Division within Dundonald House was progressing well.
- f) Mr Finegan reported that the recently published press release, containing the key themes arising from the Review of Public Administration consultation exercise, had been well received. He went on to outline the critical role that departments will play in developing firm proposals for publication in the autumn.
- g) Mr McCormick updated the meeting on two seminars planned for June and November on freedom of information and also provided an

update on development of the reform framework and progress on the implementation programme for the Electronic Document and Records Management system (EDRMS).

- h) Mr Jardine highlighted an issue around awareness of the Integrated Development Fund and updated the meeting on developments in relation to Priorities and Budget and on the appointment of a Chief Executive for the Strategic Investment Board.
- i) Dr Mulligan updated the meeting on the review of Section 75 of the Northern Ireland Act 1998, which is on track for completion by the end of June 2004. Dr Mulligan also reported on a recent visit to Northern Ireland by Maria Eagle MP, Minister for the Disabled, who visited a number of community projects that benefited from funding from her department. Dr Mulligan also reminded colleagues about access provisions for people with disabilities, which are due to come into effect in October 2004. The meeting supported actions to raise the profile of access issues generally during the next few months.
- j) Mr McKervill updated the meeting on the work of the Editorial Board on Internet Publishing, which recently published best practice guidance. Mr McKervill also outlined plans to revamp the OFMDFM web site to make it more user friendly.
- k) Mr Stewart reported that the draft European Strategy was currently with colleagues for comments and outlined plans to launch the strategy on 14 June.
- l) Ms McGivern updated the meeting on the final draft of the Single Equality Bill Green paper and on plans to publish it before the end of June.

4. Any Other Business

No other business was discussed.

5. Date of next meeting

The next meeting is scheduled for Wednesday 16 June 2004 commencing at 9.30 a.m. in the Conference Room E4.18 Castle Buildings.

Michael Ferguson

19 May 2004