

**SUMMARY OF THE OFMDFM DEPARTMENTAL BOARD MEETING
ON 26 AUGUST 2003**

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

IN ATTENDANCE: Mr Ferguson (Secretary).

APOLOGIES: Mr Gray

1. Minutes of Last Meeting

The minutes of the Departmental Board meeting on 11 August 2003, as amended, were noted and agreed.

2. Matters Arising

The Board noted that: -

- work was ongoing to finalise arrangements for the Departmental conference;
- the allocation of Typists to business Units would be taken forward in September; and
- the Equality Scheme Progress Reports have been submitted to the Minister and the Equality Commission.

3. Standing Items / Current Issues

a) Political and Assembly Issues

Ms Flanagan updated the Board on the latest political developments including Assembly issues.

4. Papers

a) Service Delivery Agreement Progress Report

The Board noted a paper outlining progress towards the achievement of performance targets contained in the Department's Service Delivery Agreement during the first quarter of 2003/04 and agreed that Directors would pursue their individual targets.

b) Organisation of the Departmental Board

The Board noted a proposal from Mr Haire to review the composition and organisation of the Departmental Board. Mr Haire will discuss with Directors and bring forward specific proposals in due course.

[Action: Mr Haire]

5. Tour de Table

a) Mr Jardine updated the Board on Public/Private Partnership policy and reported that the first meeting of the Board of the Derry Urban Regeneration Company will be later this week.

b) Mrs Angus updated the Board on electronic document and records management projects and on the selection of consultants for the Review of the Ombudsman's Office.

c) Dr Smyth reported that the Special EU Programmes Body was undertaking an eight-week study on access to Peace II funding for community groups.

d) Mr McConnell updated the Board on planned consultation arrangements for the Review of Public Administration.

e) Ms Bunting updated the Board on a number of issues including the announcement of new Commissioners for the Equality Commission, Victims policy and the Single Equality Bill.

- f) Mr Haire reminded Directors about the Department's Public Service Agreement, a draft of which was recently circulated. Mr Haire also updated the Board on plans to compile a table of issues handled during August.

6. Any Other Business

Mr Jardine emphasised that the recently circulated draft Public Service Agreement was intended to promote customer orientation, be outcome focused at the strategic level and would be published in the draft Programme for Government and Budget in September.

7. Date of next meeting

The next meeting of the Departmental Board will be on Monday 8 September 2003 at 10.45 am.

Michael Ferguson

26 August 2003.