

**OFMDFM Departmental Board
Thursday 25 September 2008 At 10.00 A.M
Glass House Stormont Castle**

AGENDA

1. **Minutes of 28.8.08 Meeting** (5 minutes)

2. **Matters Arising (Action Points Progress)** (10 minutes)

3. **Current Context**
 - (a) Lotus Notes Applications (15 minutes) **Joe Beattie**
 - (b) Executive Business - current issues **Rosalie Flanagan**
(10 minutes)
 - (c) Review of OFMDFM statutory functions **Jackie Kerr**
(10 minutes)

4. **Strategic Priorities**
 - (a) Corporate Governance Framework (10 minutes) **John McMillen**

5. **Resource and Risk Management**
 - (a) Corporate/Business Planning 2009-10 Update (10 minutes) **Bruce Robinson**
 - (b) Financial Reports (20 minutes) **Jackie Kerr**
 - Outturn against profiled budget for year to date and overall forecast year-end outturn;
 - Detailed Directorate outturn reports; and
 - September monitoring
 - (c) Corporate Services Division Update on Human Resources matters and FOI (15 minutes) **Deirdre Kenny**
 - (d) Special Bonus Scheme (10 minutes) **Deirdre Kenny**

6. Reform Projects Update

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| (a) Records NI Project (10 minutes) | Deirdre Kenny |
| (b) Business Change Highlight Report (15 minutes) | Deirdre Kenny |

7. Communication

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| (a) Departmental Brief (15 minutes) | Members |
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8. Board's Forward Plan (10 minutes)

9. Any Other Business

10. Date of Next Meeting – 29.10.08