

**OFMDFM Departmental Board - Thursday 26 July 2007
At 10.45 a.m. Conference Room, E.402 Castle Buildings**

Agenda

1. Minutes of 28.6.07 Meeting

2. Matters Arising

3. Standing Items

(a) Assembly / Restoration Issues **Rosalie Flanagan**

(b) Forward Plan **Members**

(c) Resource Planning **Deirdre Kenny**

- Combined HR/ Finance update

(d) Financial Issues including: **John McMillen**

- 2007-08 Outturn to date;
- Departmental reserves; and
prompt payment performance.

(e) Fraud **John McMillen**

(f) FOI **Deirdre Kenny**

(g) Managing Attendance **Deirdre Kenny**

4. Current Issues

(a) Gifts and Hospitality **Nigel Hamilton**

(b) Strategic Planning Session – 31.7.07 **John McMillen**

5. Papers

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| (a) Risk Management Plan | Paul Priestly |
| (b) Operational Plan – Performance Framework | Deirdre Kenny |
| (c) Business Change Highlight Report | Deirdre Kenny |

6. Tour de Table

7. Any Other Business

8. Date of Next Meeting – 30.8.07