



Office of the  
**First Minister and  
Deputy First Minister**  
[www.ofmdfmi.gov.uk](http://www.ofmdfmi.gov.uk)

**OFMDFM**

**OPERATIONAL PLAN**

**APRIL 2007**

## **INTRODUCTION**

The Office of the First Minister and Deputy First Minister (OFMDFM) is one of 11 departments of the Northern Ireland administration. Its purpose is:

### **To set a central overarching vision for government**

In the current period of political change, this plan sets out the Department's aims, objectives and specific targets for 2007/08 and beyond.

## **DEPARTMENTAL AIMS**

To reflect its central role in the Northern Ireland administration, the Department has 3 strategic aims:

1. Making Government Work;
2. Supporting Ministers; and,
3. Helping the Northern Ireland Civil Service be fit for purpose.

## **OBJECTIVES**

In support of these aims, we have identified 6 strategic objectives as follows:

### **Making Government Work**

1. To promote corporacy within government.
2. To facilitate the delivery of the Northern Ireland legislative programme
3. To ensure implementation of the Review of Public Administration.

### **Supporting Ministers**

4. To make the institutions of government work and define and deliver a programme for government.

### **Helping the Northern Ireland Civil Service be fit for purpose**

5. To provide leadership to the Northern Ireland Civil Service within the context of the Code of Ethics.
6. Ensuring, in partnership with DFP, that the Northern Ireland Civil Service is properly structured and resourced.

## **DEPARTMENTAL FUNCTIONS**

In taking forward these 6 objectives, the Department has a net budget of £80.862m with which it undertakes a wide range of functions as described below:

### **MAKING GOVERNMENT WORK**

#### **Strategic Objective 1 - To promote corporacy within government.**

- Coordinating the Executive's policies and monitoring the effectiveness of public spending in achieving the administration's goals.
- Setting targets and coordinating government action plans.
- Setting priorities for improving investment in infrastructure.
- Building equality, good relations, social cohesion and eliminating poverty and social exclusion in Northern Ireland.
- Meeting the requirements of NI Ministers and Departments for legal advice, services and representation.
- Promoting and monitoring implementation of cross-cutting policy and strategy in key areas including:
  - equality of opportunity
  - good relations
  - tackling poverty and social exclusion.
  - children and young people
  - victims and survivors.
  - sustainable development and
  - economic policy
- Taking forward work on the key future strategic challenges facing Northern Ireland
- Providing an effective external and internal communication service to Ministers and departments, co-ordination of corporate communication messages and centralised management of Government advertising.
- Improving investment in infrastructure
- Management of the integrated Development Fund
- In partnership with the Department of Finance and Personnel providing advice and guidance to the Northern Ireland Civil Service on governance issues.

#### **Strategic Objective 2 - To deliver the legislative programme for Northern Ireland.**

- Working with ministers and officials in departments to draft Northern Ireland Bills and adapt Westminster Bills extending to Northern Ireland.

- Providing advice and guidance to ministers and officials on constitutional matters.
- Providing the services of the Statutory Publications Office.

### **Strategic Objective 3 - To ensure implementation of the Review of Public Administration.**

- Leading and supporting the Project Board and Stakeholder Group implementing the Review of Public Administration.
- Coordinating programmes of work across government to implement specific strands of the Review of Public Administration.

### **SUPPORTING MINISTERS**

#### **Strategic Objective 4 - To make the institutions of government work and to define and deliver a programme for government.**

- Developing the Programme for Government
- Providing advice and guidance to Ministers and secretariat functions to ensure effective operation of the Executive, Civic Forum and the NSMC
- Co-ordination of the NI contribution to British Irish Council and the British Irish Inter-Governmental Conference
- Supporting Ministers on the work of Assembly and Westminster committees.
- Providing advice and guidance to the Northern Ireland Civil Service on Parliamentary/Assembly procedures, questions and committees.
- Providing advice and guidance to the Northern Ireland Civil Service on maximising the benefits from international relationships.

### **HELPING THE NICS BE FIT FOR PURPOSE**

#### **Strategic Objective 5 - To provide leadership to the Northern Ireland Civil Service within the context of the Code of Ethics.**

- Improving the policy making capacity of the Northern Ireland Civil Service
- Monitoring the type and level of threat to Northern Ireland, advising on appropriate response measures and putting suitable structures in place to facilitate action as required.
- Undertaking a range of central functions and providing advice and support to departments on a range of issues including Freedom of Information, Public Appointments and Honours.

**Strategic Objective 6 - Ensuring, in consultation with DFP, that the Northern Ireland Civil Service is properly structured and resourced.**

- In partnership with the Department of Finance and Personnel, arbitrating and deciding on competing funding demands.
- Working with other government departments to implement the Reform Programme to improve the effectiveness and efficiency of the Northern Ireland Civil Service.
- Providing the range of corporate services to staff in OFMDFM.

**SUPPORTED BODIES**

In addition to the core functions described above, the Department supports the following independent bodies:

Advisory Council on Infrastructure Investment  
Community Relations Council  
Commissioner for Victims and Survivors  
Economic Research Institute for Northern Ireland  
Equality Commission for Northern Ireland  
Ilex Urban Regeneration Company Ltd  
Northern Ireland Memorial Fund  
Office of the Commissioner for Public Appointments for Northern Ireland  
Office of the Northern Ireland Commissioner for Children and Young People  
Planning Appeals Commission  
Statute Law Committee  
Strategic Investment Board  
Water Appeals Commission

Collectively these bodies account for some £26 million of the Department's budget.

**STRUCTURE OF THE DEPARTMENT**

Governance of the Department is managed through the Departmental Board, whose members are listed at Annex A. The operational structure, associated budgets and staff numbers are set out in Annex B.

## TARGETS

In support of the aims and objectives described above, the Department has identified the following targets

<b>MAKING GOVERNMENT WORK</b>
<b>Objective 1</b>
<b>1. To promote corporacy within government</b>
<b>Targets</b>
<ol style="list-style-type: none"><li>1. Develop policy, strategy and legislation in order to build equality, good relations, social cohesion and eliminate poverty and social exclusion in Northern Ireland.</li><li>2. Work with other government departments to:<ol style="list-style-type: none"><li>(a) Initiate a comprehensive Strategic Futures programme in April 2007;</li><li>(b) Revise the Investment Strategy for Northern Ireland by December 2007;</li><li>(c) Complete the business case for the potential development of the Maze/Long Kesh regeneration site by December 2007;</li><li>(d) Develop a sustainable development communications strategy by October 2007; and</li><li>(e) Establish a Sustainable Development Forum by September 2007.</li></ol></li><li>3. Work with government departments to:<ol style="list-style-type: none"><li>(a) Achieve annual targets for VFM, efficiency and effectiveness of Government advertising</li><li>(b) Achieve published Corporate Customer Service Standards and Customer Satisfaction targets on external communication services</li><li>(c) Increase staff satisfaction with internal communications over the next 3 years.</li></ol></li></ol>

## **MAKING GOVERNMENT WORK**

### **Objective 2**

**2. To facilitate the delivery of the Northern Ireland legislative programme**

### **Targets**

1. To agree with Minister the annual Northern Ireland Civil Service programme and in-year adjustments.
2. To draft legislation (on instruction by Departments).
3. To secure Parliamentary/Assembly time for Northern Ireland Departmental legislation in accordance with Ministerial priorities.

## **MAKING GOVERNMENT WORK**

### **Objective 3**

**3. To ensure coordinated implementation of decisions arising from the Review of Public Administration**

### **Targets**

1. To implement the Secretary of State's decisions on the Review of Public Administration as published in the "Better Government" document in line with the timescales announced

## **SUPPORTING MINISTERS**

### **Objective 4**

**4. To make the institutions of government work and define and deliver a programme for government**

### **Targets**

1. To successfully manage the transition to a devolved administration and to ensure that the Northern Ireland Executive has the support and advice needed for its effective operation in all the institutions of Government.
2. To develop an interim Programme for Government for the returning Executive and to publish a full Programme for Government by December 2007.

## **HELPING THE NICS BE FIT FOR PURPOSE**

### **Objective 5**

**5. To provide leadership to the Northern Ireland Civil Service within the context of the Code of Ethics**

### **Targets**

1. Support departments to fulfil their statutory duties in regard to equality, good relations and access to information, and help them implement the key cross-cutting policies and strategies.
2. Ensure Northern Ireland departments and their agencies are properly prepared to respond to civil emergencies.
3. To promote and advise on the highest standards of protective security across the Northern Ireland Departments.

## HELPING THE NICS BE FIT FOR PURPOSE

### Objective 6

#### **6. Ensuring, in partnership with DFP, that the Northern Ireland Civil Service is properly structured and resourced**

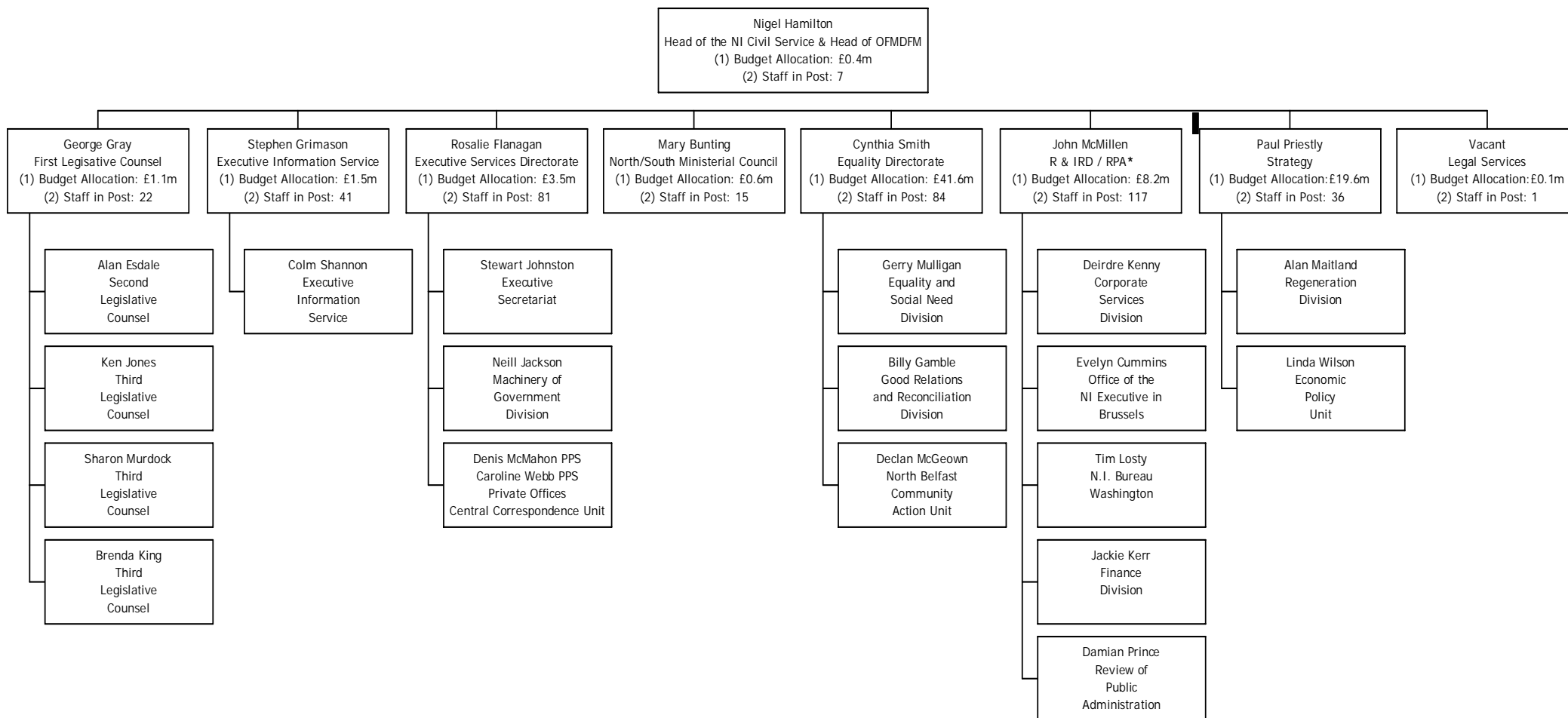
#### **Targets**

1. Successfully implement the following NICS Reform programmes in line with agreed central timetables – Fit for Purpose, HR Connect, Account NI, Records NI, VICTOR and Workplace 2010.
2. Comply with Government accounting requirements and to enable the optimum use of resources in pursuit of the Department's business objectives through:
  - a. meeting faster closing timetables for the production of statutory Resource Accounts;
  - b. ensuring the regularity of financial transactions; and
  - c. maintaining expenditure within resource limits and to approved budgets.

**MEMBERS OF THE DEPARTMENTAL BOARD**

Mary Bunting	Joint Secretary (North), North/South Ministerial Council
Frank Cushnahan	Non-Executive Director
Rosalie Flanagan	Director of Executive Services
George Gray	First Legislative Counsel
Stephen Grimason	Director of the Executive Information Service
Nigel Hamilton	Head of the Northern Ireland Civil Service
Deirdre Kenny	Director of Corporate Services
Jackie Kerr	Director of Finance
John McMillen	Director of Resources, Regeneration and International Relations and Director, Review of Public Administration
Paul Priestly	Director of Strategy
Cynthia Smith	Director of Equality
Vacant	Director of Legal Services

ORGANISATION CHART - OFFICE OF THE FIRST MINISTER AND DEPUTY FIRST MINISTER



(1) Budget allocations are provisional for 2007/08.

(2) Total Staff in Post (as at 01/02/07) = 404 +24 vacancies; Full-time Equivalent = 415

\* R&IRD/RPA = Resources and International Relations Directorate / Review of Public Administration.