

MANAGEMENT BOARD MINUTES 12/07/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa and Sheenagh Rooney - Assistant Secretary.

Apologies – Fintan O’Brien, Assistant Secretary General.

David Dalton, Principal Officer, Inspection, Compliance and Business Development Unit and John Corr, Assistant Principal Officer, Inspection, Compliance and Business Development Unit attended for agenda item no. 6.2

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit (by remote link), Dympna Harney, Assistant Principal Officer, Finance and Evaluation Unit (by remote link), Seamus Concagh, Assistant Principal Officer, Finance and Evaluation Unit (by remote link) and Stephen Brady, Assistant Principal Officer (by remote link) attend for agenda item no. 6.3.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus and noted the following:

- POs continue to keep under review all contingency plans in light of Government decision of the 29 June. PO’s continue to engage with sectors to ensure compliance with all public health advices.
- Update on the Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Update on the Principal Officers Forum;
- Update on the local improvement Scheme;
- Update on the Town Centre Frist Initiative;
- Update on the Policy Statement on blended working in the Civil Service. MB noted that this matter will be considered at the Senior Management Team (SMT) on the 21st of July;
- Noted publication of the DAF Annual Report 2020;
- Update on CLÁR 2021;
- Update on the Connected Hubs Fund;
- Update on the review of the 2014-20 LEADER programme
- Noted updated agenda for Ministerial Management Board meeting on the 13th July.
- Update on centralised database for Community and Voluntary Sector;
- Discussed the arrangements for the Our Rural Road Show scheduled for a number of dates during July, 2021.
- Update on upcoming Board Appointments
- Update on Benefacts
- Update on CSP Advisory Group

6.2 UPDATE ON DEPARTMENT'S ORGANISATIONAL CAPABILITY REVIEW IMPLEMENTATION PLAN

David Dalton and John Corr provided an update to MB on the Department's Organisational Capability Review Implementation Plan. MB discussed and noted the schedule of actions and supporting tables, as provided for review by the unit. MB noted the progress to date on the implementation of the plan.

6.3 FINANCE UPDATE

MB discussed and noted the Finance update for end of June.

6.4 FOI REPORT

MB noted the FOI Report.

6.3 MINISTERIAL REPRESENTATIONS REPORTS

MB noted the Ministerial Representation Reports.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diary for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

8. AOB

MANAGEMENT BOARD MINUTES 20/07/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney - Assistant Secretary; Fintan O’Brien - Assistant Secretary General.

Richard Gavin, Assistant Principal Officer, Rural Strategy and Social Enterprise attended for agenda item no. 4.2

Secretariat – Ciara Doherty

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved with amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 Civil Service Excellence Awards

MB agreed to include an application “Community & Voluntary COVID -19 Stability Fund” as DRCD’s third entry into this year’s awards.

4.2 National Social Enterprise Data Collection Procurement

Richard Gavin provided an update to the MB, it was agreed to approve for tender.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus and noted the following:

Department of Rural and Community Development
Management Board Meeting No. 179
Location – Trinity Point Conference room and webex remote link

- POs continue to keep under review all contingency plans in light of Government decision of the 15 June. PO's continue to engage with sectors to ensure compliance with all public health advices.
- Update on Stability Fund.
- Noted request for update on Libraries reopening fully.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Update on the Local Improvement Scheme;
- Update on the Town Centre Frist Initiative;
- Update on Our Rural Future Roadshow, on week beginning 26th July;
- Update on WRC case
- Update on staffing
- Update on Finance
- Agreed to schedule Business Plan review meetings end of August early September.
- Noted DIP applications will be closing this week
- Update on Tory Island
- Update on WSI hearing

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diary for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

The MB wished Finola Moylette, Principal Officer, Community Libraries Development and Community Policy, all the best in her retirement and expressed their appreciation for all the work Finola has done for the Department.

MANAGEMENT BOARD MINUTES 20/07/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney - Assistant Secretary; Fintan O’Brien - Assistant Secretary General.

Secretariat – Ciara Doherty

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus and noted the following:

- POs continue to keep under review all contingency plans in light of Government decision of the 15 June. PO’s continue to engage with sectors to ensure compliance with all public health advices.
- Update on Stability Fund.

5.2 Estimates 2022

MB members discussed initial potential Estimates priorities for 2022 and it was agreed to prepare an updated note on these based on the discussion with a view to allowing consideration by Minister.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Update on the Local Improvement Scheme;
- Update on CLÁR;
- Update on LEADER funding and CAP strategic plan;
- Update on staffing;
- Update on WRC case;
- Noted good media coverage for “Our Rural Future Roadshow” and noted the significant work led by the Communications Unit in planning and managing the itinerary and related requirements;
- Noted Digital Innovation Programme applications are now closed;
- Noted the quarterly report of the Inspection, Compliance and Business Development Unit, with thanks;
- Noted Dog Control Statistics will be released 28th July 2021;
- Update on Community Enhancement Programme;
- Update on Islands capital funding;
- Noted and discussed the National Development Plan memo for government and revised DRCD capital ceilings;
- Noted three applications have been submitted for the Civil Service Excellence Awards;
- Update on payroll.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diary for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 24/08/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien - Assistant Secretary General.

Apologies – Sheenagh Rooney, Assistant Secretary

Secretariat – Ciara Doherty

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus and noted the following:

- POs continue to keep under review all contingency plans in light of Government decision of the 15 June. PO’s continue to engage with sectors to ensure compliance with all public health advices.
- Update on Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Update on OECD Rural Development Conference
- Update on CLÁR;
- Update on LEADER funding and CAP strategic plan;
- Update on staffing;
- Update on WRC case;
- Update on Community Enhancement Programme;
- Noted Business Plan review meetings have been scheduled with all units, beginning week of 23rd August;
- Update on Town Centre First (TCF)
- Update on Housing for All.
- Noted Minister of State will visit Wexford early September.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diary for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 31/08/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien - Assistant Secretary General and Sheenagh Rooney, Assistant Secretary General.

Ken Jordan, Principal Officer, Finance and Evaluation Unit, attended for agenda item no. 6.2

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus and noted the following:

- MB noted that Government decisions were expected on further plans for lifting of restrictions and any changes in requirements for compliance with public health advice will be considered with relevant POs.
- MB discussed likely timings of a gradual return to the office in line with public health advice and the need for further communications with all staff. MB noted that the central policy framework for Blended Working in the Civil Service will be finalised in conjunction with employee representatives over the coming months. This framework will inform the development of the Department’s blended working policy and implementation plan.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Noted update on Water Safety Ireland;
- Noted official opening of Wicklow Town Library & County Archive on 30th August;
- Noted update on PPN structural review;
- Noted update on meeting with CEO of CRA on 31st August;
- Noted update on Charities (Amendment) Bill 2021;
- Noted update on Pobal;
- Noted update on DRCD capital ceiling – NDP Review;
- Noted update on update on Ireland’s participation in the Rural Development themed week, EXPO 2020, from 31 October to 6 November;
- Noted update on OECD Rural Development Conference;
- Noted update on CLÁR;
- Noted Walks Scheme Review to be considered at MB on the 7th September;
- Noted update on EU Technical Support Instrument (TSI) 2022 Funding round. MB noted that Department officials will attend the information Session on the application process for EU Technical Support Instrument (TSI) 2022 Funding round on Wednesday 15th September;
- Noted update on Town Centre First (TCF) and Housing for All;
- Noted HR update;
- Noted overview of the Legislative Process, as provided by Houses of the Oireachtas Library & Research Service, on the 24th August;
- Noted Interviewee Skills Training Session on the 31st August;
- Noted induction course for new staff scheduled for 2nd September;
- Noted circulation of Office Notice 5 of 2021 - Refund of Fees Scheme 2021-22;
- Noted PO Expenditure group provisionally scheduled for Tuesday 14th Sept: and
- Noted update on the provisional DAF Action Plan 2022.

6.2 UPDATE ON 2022 ESTIMATES PROCESS

MB noted the Departments draft official level correspondence to DPER in relation to budget priorities for 2022 (current expenditure). MB proposed minor amendments and discussed next steps.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 7/09/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien - Assistant Secretary General and Sheenagh Rooney, Assistant Secretary General.

JP Mulherin, Principal Officer, Rural Programmes and Policies Unit and Deirdre Maloney, Assistant Principal Officer, Rural Programmes and Policies Unit, attended for agenda item no. 4.

Ken Jordan, Principal Officer, Finance and Evaluation Unit; Dympna Harney, Assistant Principal Officer, Finance and Evaluation Unit and Stephen Brady, Assistant Principal Officer, Finance and Evaluation Unit, attended for agenda item no. 6.2.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 REVIEW OF WALKS SCHEME

JP Mulherin and Deirdre Maloney updated MB on the review of the Walks Scheme. MB discussed and approved the recommendations suggested for immediate implementation, subject to Ministerial approval. MB noted that a Stakeholder Group will be set up to consider the remaining recommendations.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus and noted the following:

Department of Rural and Community Development

Management Board Meeting No. 183

Location – Trinity Point Conference room and remote link

- MB noted the Government Decision of the 31st of August, detailing the further plans for lifting of restrictions and the publication of the COVID-19: Reframing the Challenge, Continuing Our Recovery & Reconnecting;
- MB noted that attendance at work for specific business requirements may commence on a phased and staggered attendance basis from 20th of September. MB noted the circulation on the 1st of September, of Office Notice 8 of 2021, DRCD Arrangements for Transition Back to Office Working, which provides for attendance at appointed HQ, initially for 1 day a week, from the 27th of September;
- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice and
- Update on Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Noted meeting of Senior Officials Group Cabinet Committee on Environment and Climate Change scheduled for 9th September;
- Noted meeting of Cabinet Committee on Environment and Climate Change scheduled for 13th September;
- Noted HR update;
- Noted proposed Ministerial visits to projects and initiatives funded by Department;
- Noted update on Water Safety Ireland;
- Noted update on Pobal;
- Noted update on transport services to the offshore islands;
- Update the launch of the Social Enterprise Capital Grants Scheme 2021, on the 6th of September;
- Noted update on Town Centre First (TCF) and Housing for All;
- Noted update on DRCD actions under the Rural Development Programme 2021-2025;
- Noted update on analysis of the potential to introduce specific incentives to encourage remote workers to relocate to rural towns;

Department of Rural and Community Development

Management Board Meeting No. 183

Location – Trinity Point Conference room and remote link

- Noted Departmental Council meeting scheduled for the 9th September;
- MB discussed agenda for Ministerial Management Board meeting scheduled for the 16th September;

- Noted update on implementation of DRCD actions under the Climate Action Plan 2021 and

- Noted update on meeting on the 7th September in relation to the 2022 Estimates Process.

6.2 FINANCE UPDATE

MB discussed and noted the Finance Update for the end of August.

6.3 FOI REPORT

MB noted the FOI Report.

6.4 MINISTERIAL REPRESENTATIONS REPORTS

MB noted the Ministerial representations reports.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

Department of Rural and Community Development

Management Board Meeting No. 183

Location – Trinity Point Conference room and remote link

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 14/09/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien - Assistant Secretary General and Sheenagh Rooney, Assistant Secretary General.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB discussed arrangements, for staff attendance at work, on a phased and staggered attendance basis, initially for one day a week, from 27th of September. MB noted preparations for the transition of staff back to the workplace are taking place in accordance with the Work Safety Protocol, and will take account of any updates to that guidance as they become available and a list of FAQs will be circulated to staff;
- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

Department of Rural and Community Development
Management Board Meeting No. 184
Location – Trinity Point Conference room and remote link

MB members provided updates on a number of ongoing items in their areas, including:

- Update on proposed promotional campaign for connectedhubs.ie and the forthcoming launch of that in conjunction with the connected hubs app and the 150th hub;
- Update on TidyTowns 2021;
- Noted update on Charities (Amendment) Bill, 2021;
- Noted launch of the Community Volunteers programme on the 14th September;
- Noted update on OECD Rural Development Conference;
- Noted update on update on Ireland's participation in the Rural Development themed week, EXPO 2020, from 31 October to 6 November;
- Update on research into the current landscape of philanthropic giving in Ireland;
- Noted update on meeting of 13th September, with the Ireland Funds;
- MB discussed agenda for Ministerial Management Board meeting on the 16th September;
- Noted meeting of Cabinet Committee on Environment and Climate Change scheduled for 27th September;
- Noted HR update;
- Noted update on appointments to Board of Pobal;
- Update on ERNOP Conference 2021 - 10th International Research Conference of the European Research Network On Philanthropy on the 2-3 December 2021;
- Noted units were requested to provide feedback on draft report on Climate Action Plan 2021;
- Noted meeting of Steering Committee, on the 8th September re. Research to be undertaken under joint research agreement between the Department the Economic and Social Research Institute;
- Update on PO Expenditure Group Meeting on the 14th September;
- Noted update on meeting with DPER on the 10th September, in relation to the 2022 Estimates Process;
- Noted Risk Committee meeting to be rescheduled;
- Noted circulation on the 9th September of Reminder Manager COVID-19 Return to Work Safely Induction and Reminder OneLearning Return to Work Safely Induction;

- Noted office Notice 10 of 2021 - Professional Membership Fees of the 8th September;
- MB discussed response to DPER, on the most impactful changes arising from the OCR Programme and agreed that MB members would provide comments to David Dalton;
- Noted update on Departmental Council Meeting of the 9th of September;
- Noted update on Secretary General group post cabinet briefing on the 9th September: and
- Noted update on Skills Audit. MB noted that some of the information from the audit will inform the creation of a new Learning and Development Plan for DRCD.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

Department of Rural and Community Development
Management Board Meeting No. 184
Location – Trinity Point Conference room and remote link

MANAGEMENT BOARD MINUTES 21/09/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien - Assistant Secretary General and Sheenagh Rooney, Assistant Secretary General.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit; Dympna Harney, Assistant Principal Officer, Finance and Evaluation Unit and Seamus Concagh, Assistant Principal Officer, Finance and Evaluation Unit, attended for agenda item 4.1.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 FINANCIAL PROCEDURES, PROCUREMENT GUIDANCE AND FRAUD POLICIES

Dympna Harney gave a presentation to MB, on the review of the Departmental Guidance Manual for Financial Policies & Procedures, the Departmental Procurement Guidelines and the DRCD Fraud Prevention Policy.

MB discussed and approved the proposed amendments, in principle, subject to any final editing suggestions, to be provided by MB to the Finance and Evaluation Unit.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

Department of Rural and Community Development
Management Board Meeting No. 185
Location – Trinity Point Conference room and remote link

- MB noted arrangements for staff attendance at work, on a phased and staggered attendance basis, initially for one day a week, from 27th of September. MB noted a list of FAQs will be circulated to staff on the 23rd of September.
- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and
- MB noted the update on the Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Noted HR update;
- Noted units provided feedback to the Corporate Policy and Strategic Support Unit, on the draft report on Climate Action Plan 2021;
- Noted Principal Officers to be requested to remind staff of requirement to complete the OneLearning Return to Work Safely Induction, which is live on the LMS;
- Noted Staff Engagement Forum on the 30th October.
- Noted update on Department's engagement with DPER, in relation to the 2022 Estimates Process;
- Noted update on DRCD engagement with DPER re. Department's input into review of NDP;
- Noted appearance, on the 21st of September of Rosarii Mannion, Chairperson of Pobal, before the Joint Committee on Social Protection, Community and Rural Development and the Islands;
- Noted update on the interdepartmental working group for the review of Early Learning and Care and School Aged Carers Operating Model;
- Noted update on SSNO;
- Noted update on proposed event to consider learnings from Community Call;
- Noted update on opening by Minister Humphreys of the DigiHub at the BASE Enterprise Centre in Stranorlar, on the 17th September;
- Noted update on the EU Technical Support Instrument (TSI) 2022;

Department of Rural and Community Development
Management Board Meeting No. 185
Location – Trinity Point Conference room and remote link

- Noted update on review of a number of projects funded through the 2018 Outdoor Recreation Infrastructure Scheme (ORIS);
- Noted update on The North/South Consultative Forum;
- Noted update on proposed promotional campaign for connectedhubs.ie and the forthcoming launch of that in conjunction with the connected hubs app and the 150th hub;
- Noted update on TidyTowns 2021;
- Noted update Charities Regulator;
- Update on appointments to the Council of Water Safety Ireland;
- Noted update on review of Walks Scheme;
- Noted update on briefing for Minister Humphreys on the OECD Rural Development Conference, update on Ireland’s participation in the Rural Development themed week, EXPO 2020, from 31 October to 6 November and the 26th UN Climate Change Conference on November 2021;
- MB noted meeting of Ministerial Management Board meeting on the 23th September;
- Noted meeting of Cabinet Committee on Environment and Climate Change scheduled for 27th September;
- Noted update on DRCD Audit Committee;
- Noted update on meeting with Creative Ireland on the 14th September.
- Noted update on Pobal’s Annual Report 2020;
- Noted Risk Committee meeting scheduled for the 6th October;

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 28/09/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien - Assistant Secretary General and Sheenagh Rooney, Assistant Secretary General.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit; Seán Duffy, Administrative Officer, Finance and Evaluation Unit; Brendan Mahon, Assistant Principal Officer, Rural Programmes and Policies; JP Mulherin, Principal Officer, Rural Programmes and Policies Unit and Ciara Bates, Principal Officer, C&V Supports and Programmes, attended for agenda item 4.1.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit, attended for agenda item 6.2.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit, attended for agenda item 6.2.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 FOCUSED POLICY ASSESSMENT OF THE SENIOR ALERT SCHEME AND DRAFT SPENDING REVIEW OF TOWN & VILLAGE RENEWAL SCHEME

Sean Duffy gave a presentation to MB on the draft Focused Policy Assessment of the Seniors Alert Scheme and the Spending Review of the Town and Village Renewal Scheme.

MB discussed and approved the publication on the Department’s website and on IGEES website, of the Focused Policy Assessment of the Seniors Alert Scheme, subject to approval by Minister O’Brien and Minister Humphreys.

MB approved the publication, subject to any amendments as a result of the Spending Review process, of the Spending Review of the Town and Village Renewal Scheme. MB noted that the Ministers office will be briefed of this matter, prior to publication.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted staff attendance, at their appointed HQ initially for 1 day per week. MB noted circulation on the 23rd September of return to work FAQs.
- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and
- MB noted the update on the Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Noted HR update;
- Noted Staff Engagement Forum rescheduled to the 5th September;
- Noted circulation to staff on the 23rd of September of the Health and Wellbeing Newsletter September 2021;
- Noted update on transport services to the offshore islands;
- Noted DRCD attendance on the 1st of October re. Assistant Secretary Network - The Shared Island Initiative, Delivering Across Government;
- Noted attendance of Comhar na n-Oileán and Comhdháil na nOileán hÉireann, before the Joint Committee on Social Protection, Community and Rural Development and the Islands on the 6th of October and attendance by Department officials before the committee on the 13th October;
- Noted update on SSNO;
- Noted update on the Charities (Amendment) Bill 2021;

- Noted update on review of the Walks Scheme;
- Update on AEC Strategy 2021- 2025;
- Noted Management Board meeting with CCMA RCTCH Committee on the 7th October;
- Noted update on the OECD Rural Development Conference, update on Ireland’s participation in the Rural Development themed week, EXPO 2020, from 31 October to 6 November.

6.2 BUDGET/ESTIMATES 2022

MB discussed the proposed correspondence to be issued to DPER, on the requested further prioritisation of DRCD proposals for Budget 2022.

6.3 NDP CAPITAL ALLOCATIONS UPDATE

Kenneth Jordan updated MB on the draft five year capital allocations under the revised NDP 2021-2030. MB discussed and noted the draft capital allocations for 2021-2025.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 5/10/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien - Assistant Secretary General and Sheenagh Rooney, Assistant Secretary General.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit and Dympna Harney, Assistant Principal Officer, Finance and Evaluation Unit, attended for agenda item nos. 5.1 and 6.3.

Clodagh McDonnell, Principal Officer, Human Resources, Madge Deane, Assistant Principal Officer, Human Resources and Catherine Burns, Assistant Principal Officer, Social Inclusion and Communities Unit attended for agenda item no. 6.2.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 BUDGET/ESTIMATES 2022

MB noted publication of the NDP 2021-2030 on the 4th of October. MB discussed and noted the DRCDC submission to DPER re. Budget 2022.

5.2 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and

- MB noted the update on the Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Noted HR update;
- Noted update on agenda for Staff Engagement Forum on 5th October;
- Noted update on transport services to the offshore islands;
- Noted update on the attendance of Comhar na n-Oileán and Comhdháil na nOileán hÉireann, before the Joint Committee on Social Protection, Community and Rural Development and the Islands on the 6th of October and attendance by Department officials before the committee on the 13th October;
- Noted update on the Charities (Amendment) Bill 2021;
- Noted update on Water Safety Ireland;
- Noted Risk Committee meeting scheduled for the 6th October;
- MB discussed agenda for Management Board meeting with CCMA RCTCH Committee on the 7th October;
- Noted update on TidyTowns 2021;
- Noted MB noted PO Expenditure group meeting scheduled for the 12th October;
- Noted update on Mobile Phone and Broadband Taskforce
- Noted update on the OECD Rural Development Conference, update on Ireland's participation in the Rural Development themed week, EXPO 2020, from 31 October to 6 November and UN Climate Change Conference (COP 26) on the 31st of October;
- Noted update on proposed promotional campaign for connectedhubs.ie and the forthcoming launch of that in conjunction with the connected hubs app and the 150th hub;
- Noted update on Outdoor Recreation Infrastructure Scheme 2021;
- Noted update on follow-up actions to internal audit of certain projects funded through the 2018 Outdoor Recreation Scheme.

6.2 SKILLS AUDIT SURVEY

Catherine Burns gave a presentation to MB on the results of the skills audit survey. MB discussed and noted the results of the survey.

6.3 FINANCE UPDATE

MB discussed and noted the end of September Finance Update.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 12/10/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary and Fintan O’Brien - Assistant Secretary General.

Apologies: Sheenagh Rooney, Assistant Secretary General.

Mark Ryan, Assistant Principal Officer, Rural Fund and Corporate Support Unit and Ken Jordan, Principal Officer, Finance and Evaluation Unit attended for agenda item no. 5.2

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and
- MB noted the update on the Stability Fund.

5.2 BUDGET 2022

Mark Ryan and Ken Jordan joined the meeting to update MB on preparations for the Budget 2022 communications.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Noted update on Community Call - Learning for the Future - Online Webinar – scheduled for the 21st of October.
- Noted invitation of officials to meeting of Joint Committee on Social Protection, Community and Rural Development, and The Islands re. the roll-out of the National Broadband Plan scheduled for the 20th of October;
- Noted update on the mobile phone and broadband taskforce;
- Noted HR update;
- Noted update on the OECD Rural Development Conference, update on Ireland’s participation in the Rural Development themed week, EXPO 2020, from 31 October to 6 November and UN Climate Change Conference (COP 26) on the 31st of October;
- Noted update re. attendance of Department officials before the Joint Committee on Social Protection, Community and Rural Development and the Islands on the 13th of October;
- Noted update on Charities (Amendment) Bill 2021;
- Noted update re. Minister of State O’Brien’s scheduled visit to projects and community initiatives supported by the Department on the 26th and 27th of October.
- Noted update on allocations for CAP schemes re. LEADER;
- Noted update on Social Enterprise Measure under 2022 DAF Action Plan;
- Agreed DRCD nominees re. Ireland’s Open Government Round Table and Open Government Coordinator - Open Government National Action Plan 2022- 2024;
- Noted update on Atlantic Economic Corridor Strategy 2021 – 2024;
- Noted update on DRCD Audit Committee.

6.2 FOI REPORT

MB noted the FOI Report.

6.3 PARLIAMENTARY REPRESENTATIONS REPORT

MB noted the Ministerial Parliamentary Reports.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 12/10/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary and Fintan O’Brien - Assistant Secretary General and Sheenagh Rooney, Assistant Secretary General.

Breda Bailey, Higher Executive Officer, Community and Voluntary Supports and Programmes Unit; Kevin Power, Assistant Principal Officer, Community and Voluntary Supports and Programmes and Unit and Ciara Bates, Principal Officer, Community and Voluntary Supports and Programmes Unit attended for agenda item no. 4.1.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 UPDATE ON THE DEVELOPMENT OF NATIONAL POLICY ON PHILANTHROPY AND PRESENTATION ON THE INDECON REPORT: THE LANDSCAPE OF PHILANTHROPIC GIVING IN IRELAND

Kevin Power gave a presentation to MB on the Indecon Report – the Landscape of Philanthropic Giving in Ireland. MB discussed and noted the report, including some intended minor updates. MB noted that the report will be published on the Department’s website, subject to Ministerial approval.

It was noted that the report would provide an input to the proposed development of a national philanthropic policy. MB also noted that a workshop will be scheduled at the International Research Conference of the European Research Network on Philanthropy which is scheduled for the 2/3 of December, to discuss the findings of the Indecon Report and explore issues for consideration for a national policy on philanthropy. It was agreed that a Memorandum for Government will be drafted and submitted for Ministerial approval on proposed next steps in the development of a national philanthropic policy, including the establishment of an Advisory Group to support the process.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and
- MB noted the update on the Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, including:

- Noted update on the general scheme of the Local Government (Directly Elected Mayor with Executive Functions in Limerick City and County) Bill 2021 – proposed establishment and election of a directly elected mayor with executive functions in Limerick and the holding of plebiscites on directly elected mayors in other local authority areas;
- Noted update on the Rural Ideas Forum: Remote Working-An Opportunity for Rural Ireland on the 18th October;
- MB noted update on the proposed NUI Postdoctoral Bursary Programme re. Rural Development;
- MB noted update on the CAP Strategic Plan 2023-2027;
- MB noted Expenditure Principal Officer Group meeting on the 26th October. MB noted that Principal Officers will continue to engage with Local Authorities re drawdown of funding for 2021;
- MB noted invitation re Minister Humphreys, from the Joint Committee on Social Protection, Community and Rural Development, and the Islands on Wednesday, 3 November 2021 re discussion on Joint Committee's Pre Budget Submission to DRCD;
- Noted HR update;
- Noted update on Charities (Amendment) Bill 2021;
- Noted update on Community Call - Learning for the Future - Online Webinar – scheduled for the 21st of October;
- Noted update re. Minister Humphreys visit to projects and community initiatives supported by the Department;
- Noted update re. Minister of State O'Brien's scheduled visit to projects and community initiatives supported by the Department on the 26th and 27th of October;
- Noted update on the launch of the 'Be Winter-Ready' 2021 -2022 Information Campaign;
- Noted update on the Scheme to Support National Organisations;
- Noted update on transport services to the offshore islands and the development and delivery of islands capital projects;

Department of Rural and Community Development
Management Board Meeting No. 189
Location – Trinity Point Conference room and remote link

- Noted update on Cabinet Committee on the Environment and Climate Change, 18th October, 2021;
- Noted update on style guide for communications (internal and external);
- Noted update on the third call for Category 2 - RRDF;
- Noted plain language training to be scheduled for coming weeks;
- Noted update Government Memorandum re. National Social Enterprise Policy for Ireland 2019-2022 and the third National Conference on Social Enterprise;
- Noted update on the OECD Rural Development Conference, update on Ireland's participation in the Rural Development themed week, EXPO 2020, from 31 October to 6 November and UN Climate Change Conference (COP 26) on the 31st of October;
- Noted update on ORIS 2021 Measure 1;
- Noted update on Social Enterprise Start-up Scheme Pilot 2021 - Dormant Accounts Action Plan 2022.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

Department of Rural and Community Development
Management Board Meeting No. 189
Location – Trinity Point Conference room and remote link

MANAGEMENT BOARD MINUTES 26/10/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary and Sheenagh Rooney, Assistant Secretary General.

Apologies: Fintan O'Brien - Assistant Secretary General.

Madge Deane, Assistant Principal Officer, Human Resources; Clodagh McDonnell, Principal Officer, Human Resources and Eddie Forsyth, Rural Fund and Corporate Support Unit, attended for agenda item no. 6.2

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 DRCD RETURN TO THE OFFICE

Eddie Forsyth, Madge Deane and Clodagh McDonnell gave a presentation to MB on the experience to date of the transition back to attendance in the office. A discussion on the feedback and experience followed. It was noted that the overall experience has been a positive one, with a number of benefits for teams and individuals identified. It was also noted that any issues arising had been largely relatively minor and capable of early resolution.

MB noted that the Covid-19 Response Plan has been updated to take account of the Government Decision of the 19th October and the revised Work Safely Protocol. MB noted that the Covid-19 Risk Assessments have been undertaken in the Trinity Point and Ballina offices. MB proposed minor amendments to the Return to Workplace FAQ, which will be recirculated to all staff.

MB agreed there will be no change to the one day per week attendance arrangement until mid-January at the earliest. This approach is based on the positive experience to date and the need to take account of the current public health advice for a phased and cautious return to the office. It was agreed that the transition would be reviewed again in December with a view to potential changes from January. The intention remains that, as part of the ongoing transition

Department of Rural and Community Development

Management Board Meeting No. 190

Location – Trinity Point Conference room and remote link

back to the office, attendance will increase to 2 days per week when circumstances are favourable to do so, as part of the continued careful and gradual approach to reopening nationally. It was also noted that where staff/teams are currently attending the office more frequently than one day per week, based on business need, this will continue to be facilitated.

MB noted that the central policy framework for Blended Working in the Civil Service will be finalised in conjunction with employee representatives over the coming months. This framework will inform the development of the Department's Blended Working policy and implementation plan.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted Government Decision of the 19th October, 2021 re. the further easing of restrictions;
- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and
- MB noted the update on the Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, as follows.

- Noted update on the development of a National Policy on Philanthropy;
- Noted Senior Management Forum scheduled for 2nd November;
- Discussed Minister Humphrey's attendance at the Joint Committee on Social Protection, Community and Rural Development and the Islands on 1st December re. Supplementary Estimate within the aegis of the Department of Rural and Community Development and Joint Committee's Pre Budget Submission to the Department of Community and Rural Development;
- Noted update re. 2021 Climate Action Plan;
- Noted HR update;
- Noted Flu vaccine 2021 – reminder will be issued re. deadline of 19th November for payroll purposes (later claims will be paid in 2022);
- Noted update on RRDF (Category 2 and Category 1);
- Noted update on statutory guidelines for Local Economic and Community Plans (LECP);
- Noted update on the development and delivery of islands capital projects;
- Noted update on Water Safety Ireland;

Department of Rural and Community Development
Management Board Meeting No. 190
Location – Trinity Point Conference room and remote link

- MB noted update on the CAP Strategic Plan 2023-2027;
- Noted update on the development of next HR strategy;
- Noted plain English training scheduled for the 29th of November;
- Noted update on the commissioning of Team Building and Coaching session services.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 2/11/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney, Assistant Secretary General and Fintan O’Brien - Assistant Secretary General.

Jason Cleary, Assistant Principal Officer, Finance and Evaluation Unit; Kenneth Jordan, Principal Officer, Finance and Evaluation Unit and Seán Duffy, Administrative Officer, Finance and Evaluation Unit, attended for agenda item no. 4.1.

Andrew Forde, Principal Officer, Rural Strategy and Social Enterprise Unit, attended for agenda item no. 4.2.

David Dalton, Principal Officer, Inspection, Compliance and Business Development Unit, attended for agenda item no. 4.3.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 EVALUATION UNIT’S THREE-YEAR STRATEGY FOR EVALUATION, RESEARCH AND POLICY ANALYSIS COVERING THE PERIOD 2022 TO 2024

Jason Cleary, Sean Duffy and Kenneth Jordan presented the evaluation unit’s three year strategy for evaluation, research and policy analysis (2022-2024). MB discussed and noted the work programme.

4.2 NATIONAL SOCIAL ENTERPRISE POLICY ANNUAL REPORT 2020 AND OECD REVIEW OF SOCIAL ENTERPRISE IN IRELAND

Andrew Forde provided MB with an update of the implementation of the National Social Enterprise Policy and the National Social Enterprise Annual Report 2020. MB discussed and approved the submission for consideration by cabinet, subject to Ministerial approval.

Andrew Forde provided MB with an update on the proposal for the OECD to carry out a review of Ireland’s social enterprise policy. MB discussed and approved OECD to undertake an independent review of the Ireland’s social enterprise policy ecosystem.

4.3 CHARITIES REGULATOR – NEW DIGITAL HR INFORMATIN SYSTEM

David Dalton presented to MB on the request from the Charities Regulator, to procure a new Digital HR Information System.

MB discussed and approved the proposal.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and
- MB noted the update on the Stability Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, as follows.

- Discussed Minister Humphrey’s attendance at the Joint Committee on Social Protection, Community and Rural Development and the Islands on 1st December;
- Noted update on RRDF - Category 1 and Category 2;
- Noted Principal Officer Expenditure Group meeting scheduled for the 9th of November;
- Noted update on Climate Action Plan 2021;
- Noted Cabinet Committee on Environment and Climate Change meeting scheduled for the 4th November;
- Noted update on engagement by Human Resources with Public Appointments Service in relation to vacancies on boards of agencies under aegis of DRCD;

Department of Rural and Community Development
Management Board Meeting No. 191
Location – Trinity Point Conference room and remote link

- MB noted email from press office - details of contact personnel within units and calendar of events;
- Noted HR update;
- Noted update on implementation of recommendations of Town Centre First Report - masterplans for town centres and appointment of town centre officers;
- Noted update on Tidy Towns Awards 12th November;
- Noted update on LEADER Programme;
- Discussed DRCD engagement with Dept of Housing, Local Government and Heritage re. Town Centre First Initiative re. Housing for All Implementation Fund;
- Noted update on Civil Service Excellence and Innovation Awards 2021 as considered by Civil Service Management Board meeting of the 29th October;
- Noted meeting of National Hub Network Interdepartmental Working Group on 4th November, 2021;
- Noted Memorandum scheduled to be noted by cabinet on the 4th October in relation to the OECD Rural Development Conference 2022;
- Noted update on statutory guidelines for Local Economic and Community Plans (LECP);
- Noted update on launch of Seniors Alert Scheme on 3rd of November;
- Noted update on SSNO;
- Noted Minister Humphreys visit to six towns and villages around Tipperary on the 3rd Of November as part of rural roadshow;
- Noted Minister of State O'Brien to visit projects and community initiatives supported by the Department in Louth on the 9th of November;
- Noted update on Islands Policy Consultation – Department officials will be meeting with the Island representative groups on the 24 and 25 November;
- MB noted update re infrastructure for offshore islands.

6.2 FOI REPORT

MB noted the FOI report.

6.3 PARLIAMENTARY REPRESENTATIONS REPORT

MB noted the Parliamentary Representation Reports.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 9/11/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney, Assistant Secretary General and Fintan O’Brien - Assistant Secretary General.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit, attended for agenda item no. 6.2.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice: and
- MB noted the update on the Stability Fund and the Community Activities Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, as follows.

- Local Economic and Community Plans (LECP) Guidelines 2021;
- Proposed extension of Community Service Programme Support Fund;

Department of Rural and Community Development

Management Board Meeting No. 192

Location – Trinity Point Conference room and remote link

- Plans for announcement of the OECD Rural Development Conference 2022 to be hosted by Ireland;
- Social Enterprise start-up Scheme Pilot 2021;
- Town Centre Masterplanning proposal;
- Innovation Measure of the CLÁR 2021 programme;
- TidyTowns Awards event on the 12th November;
- Civil Service Excellence and Innovation Awards on the 3rd of March, 2022;
- DRCD attendance at meeting re. maximising the Opportunity of Blended Working in the Civil Service Our Leadership Challenge on the 12th November;
- Launch by Minister for Agriculture, Food and the Marine of public consultation on the draft environmental report on the proposed CAP Strategic Plan 2023-2027;
- Promotional campaign for connectedhubs.ie and forthcoming launch of that in conjunction with the connected hubs app and the 150th hub;
- Meeting with DHLGH on the 9th November re. the general scheme of the Local Government (Directly Elected Mayor with Executive Functions in Limerick City and County) Bill 2021 – proposed establishment and election of a directly elected mayor with executive functions in Limerick and the holding of plebiscites on directly elected mayors in other local authority areas;
- Climate Action Plan 2021;
- Cabinet Committee on Housing on the 15th November;
- Funding from the Climate Action fund for community climate action projects (Dept of Environment, Climate and Communications);
- Initiative of the Climate Action Unit to establish a Climate Action Group within the Department and noted e-mail to all staff inviting participation;
- Circulation to all staff of the Scheme Management Handbook and associated Capital Funding Agreement Template on the 5th November.
- Information from DPER re. Project Ireland 2040, will be circulated by Rural Fund and Corporate Support Unit to appropriate personnel;
- HR update;
- Plans for Category 2 and Category 1 call announcements under the RRDF;
- Irish Water Safety;
- Charities (Amendment) Bill 2021;
- Planned Rural Ideas Forum on the 10th November;
- LEADER conference on the 15th November;

6.2 FINANCE UPDATE

- MB discussed and noted the Finance Update for end of October, 2021. MB discussed finalisation of Revised Estimates 2022. MB noted the next Principal Officer Expenditure Group meeting is scheduled for the 9th of November.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

Proposed agenda for Ministerial Management Board meeting on the 10th November was agreed.

MANAGEMENT BOARD MINUTES 16/11/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney, Assistant Secretary General and Fintan O’Brien - Assistant Secretary General.

Seamus Feeney, Higher Executive Officer, Human Resources; Madge Deane, Assistant Principal Officer, Human Resources; Clodagh McDonnell, Principal Officer, Human Resources attended for agenda item no. 6.2.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, were approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice;

MB discussed the expected Government Decision and agreed to communicate with staff on these issues; and

MB noted the meeting of the Covid-19 Response Management Group is scheduled for 19th of November.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

Department of Rural and Community Development
Management Board Meeting No. 193
Location – Trinity Point Conference room and remote link

MB members provided updates on a number of ongoing items in their areas, as follows.

- Local Economic and Community Plans (LECP) Guidelines 2021;
- Charity Trustees' Week 15-19 November 2021
- SICAP;
- Charities Regulator;
- Water Safety Ireland;
- Centralised database for community and voluntary organisations;
- Reschedule of promotional campaign for connectedhubs.ie and launch of the connected hubs app;
- Announcement by Minister Humphreys of Ennis, Co. Clare as Ireland's Tidiest Town for 2021 (TidyTowns Awards 12 November);
- Town Centre First Initiative and Town Centre Masterplanning proposal;
- Follow-up on the Internal Audit of the Outdoor Recreation Infrastructure Scheme in Mayo;
- Rural Ideas Forum on the 10th November;
- Youth Assembly on the 16th November;
- LEADER programme update and LEADER conference on the 15th November;
- Public consultation on the draft environmental report on the proposed CAP Strategic Plan 2023-2027;
- PO expenditure meeting on the 23rd of November;
- National Conference on Social Enterprise on the 18th November;
- OECD Rural Development Conference 2022;
- Update on Department's inspection and compliance programme for Q3 2021, was noted by the Management Board.
- Briefing material re. Minister Humphrey's appearance before Joint Committee on Social Protection, Community and Rural Development and the Islands on 1st of December;
- RRDF – project advisory board meeting 17th and 18th of November; noted update on Category 2 and Category 1 of RRDF.
- Principal Officers continue to engage with local authorities re. drawdown of payments before end of year;

6.2 PAYROLL BUDGET OVERSIGHT AND MANAGEMENT, WORKFORCE PLANNING AND RECRUITMENT

Clodagh McDonnell, Madge Deane and Seamus Feeney gave a presentation to MB on the Department's payroll budget oversight and management, workforce planning and recruitment year to date. These included observations and challenges that the HR unit has encountered during the year in relation to recruitment and ongoing risks in relation to same. MB discussed and noted the HR update and agreed to keep payroll and recruitment under review.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight was noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 23/11/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney, Assistant Secretary General and Fintan O’Brien - Assistant Secretary General.

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, approved with minor amendments.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted Government Decision of 16 November re. latest public health advice on working from home;
- MB noted circulation on the 17 November, of Office notice 17 of 2021 - DRCD return to working from home;
- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice;
- MB noted update on the Community Activities Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

Department of Rural and Community Development

Management Board Meeting No. 194

Location – Trinity Point Conference room and remote link

MB members provided updates on a number of ongoing items in their areas, as follows.

- Third 'National Social Enterprise Conference' held online on the 18 November 2021.
- OECD Rural Development Conference 2022;
- Measures 2 & 3 and the Project Development Measure of ORIS 2021;
- Dormant Accounts Fund, Awareness Raising Initiative for Social Enterprise (ARISE) Pilot 2021;
- 2021 Progress Report - Our Rural Future Rural Development Policy 2021-2025;
- Town Centre First Initiative;
- Minister Humphreys meeting with ILDN on the 2nd of December;
- Water Safety Ireland;
- Meeting of the Cabinet Committee on Social Affairs & Equality, 25 November;
- SICAP;
- Pobal oversight meeting on 25th November;
- Transport services to the offshore islands;
- 2022 Revised Estimates for Public Service – Vote 42;
- Pobal re. review of the operating and oversight model used to support the delivery of accessible, affordable and high quality early learning care and school age childcare services;
- Dog control and dog breeding establishments;
- Meeting of Senior Officials Group on the Environment and Climate Change on 23 November;
- Meeting of Climate Action Delivery Board 26th November;
- Minister Humphrey's appearance before Joint Committee on Social Protection, Community and Rural Development and the Islands on 1st of December;
- HR update;
- Annual Management Letter - Comptroller and Auditor General;
- PO Expenditure group meeting on the 23 November: and
- RRDF third call for Category 2 RRDF and fourth call for Category 1.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight, were noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 30/11/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney, Assistant Secretary General and Fintan O’Brien - Assistant Secretary General.

Andrew Forde, Principal Officer, Rural Strategy and Social Enterprise Unit, attended for agenda item no. 4 .1

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 PILOT NUI RURAL DEVELOPMENT RESEARCH FELLOWSHIP

Andrew Forde provided details of the proposed 2 year NUI Rural Development Research Fellowship, to be delivered by the National University of Ireland, as part of its catalogue of Post-Doctoral Awards.

MB discussed the proposal and approved the pilot Two-Year NUI Rural Development Research Fellowship, which will commence in 2022.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that further Government Decisions were anticipated on foot of public health advice;

Department of Rural and Community Development

Management Board Meeting No. 195

Location – Trinity Point Conference room and remote link

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice;
- MB noted update on the Community Activities Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, as follows.

- Discussed implications of revised Regional Aid Guidelines (RAGs), which come into effect on 1st January 2022, for a period of 6 years to 31st December 2027;
- Workshop on the Development of a Philanthropy Policy - 1st December and the ERNOP Conference on the 3rd of December;
- Circulation by Communications Unit, of Guidance note from GIS on media events during COVID-19', circulated MB and Ministers offices.
- The 3rd call for Category 2 RRDF applications closed on 30 July and an announcement in relation to successful projects will be made by the Minister in the coming days. The Minister will also announce the opening of the 4th call for Category 1 applications shortly, with a closing date likely in Q2 2022.
- Town Centre Masterplan Initiative to support the development of Town Centre Masterplans
- Approval of Funding for ORIS Measures 2 & 3 and the Project Development Measure;
- Social Enterprise Capital Grants Scheme 2021 – Submission for Funding Approval;
- Plans in respect of a joint Memorandum for Government with D/Housing on the Town Centre First Initiative;
- LEADER Programme;
- National Islands Policy, Interdepartmental Committee meeting 29 November;
- Meeting on 2nd December with the Chairperson and the Chief Executive of the Charities Regulator (Department's Oversight and Assurance);
- Water Safety Ireland;
- Staff Engagement Forum meeting 30th November;
- Information re. Hive Site - DRCD Statistics and Information Portal circulated by Corporate Policy and Strategic Support, on the 29th November to all staff;
- DRCD's Climate Action Group meeting on the 30th November;
- Update on the Annual Management Letter - Comptroller and Auditor General;
- HR update;
- Senior Management Team meeting scheduled for the 16th December;
- PO Expenditure meeting 30th November;
- Climate Action Delivery Board 26th November;
- Secretary General provided an update on matters considered by CSMB at meeting on 26th November;

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight, were noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MB discussed the paper on a proposed review of the financial health and sustainability of Local Development Companies (LDCs).

MANAGEMENT BOARD MINUTES 07/12/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney, Assistant Secretary General and Fintan O’Brien - Assistant Secretary General.

Andrew Forde, Principal Officer, Rural Strategy and Social Enterprise Unit, attended for agenda item no. 4 .1

Secretariat – Lynda Crawford

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 REVIEW OF THE IRISH LANGUAGE SCHEME

MB discussed and approved the review of Irish Language Scheme. MB noted that the review will be published in both Irish and English simultaneously, on the the Department’s website and will be brought to the attention of staff. MB noted that a new scheme will be drafted and submitted to the Department of Tourism, Culture Arts, Gaeltacht, Sport and Media on or before 7 April 2022. MB members recorded their thanks to Maura Lynskey for her work on the review.

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted and discussed the Government Decisions of 3 December;

Department of Rural and Community Development

Management Board Meeting No. 195

Location – Trinity Point Conference room and remote link

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice;
- MB noted update on the Community Activities Fund.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, as follows.

- Implications of revised Regional Aid Guidelines (RAGs);
- Possible Committee appearance of Minister on the 15th of December
- Estimate Skeleton Template 2022 circulated by Finance unit.
- Update on Improvement of Island and Island-related Infrastructure;
- DRCD attendance at the meeting on 6th of December of the National Emergency Co-ordination Group.
- National Directorate for Fire and Emergency Management’s Crisis Management Team conducted further virtual National Coordination meetings with Met Éireann, the local authorities, the Principal Response Agencies, key departments and responding national organisations following on from the arrival of Storm Barra on the 7th December.
- HR update;
- RRDF - 3rd Call for Category 2 Applications;
- Engagement with GIS re Guidance on media events during COVID-19;
- DRCD Research Agreement with the ESRI - development of high level indicators to measure/monitor rural and community development.
- DRCD and DHLGH - Town Centre First – A Policy Approach for Irish Towns;
- Announcement on the 6th December of €1 million in Capital Funding for Social Enterprises;
- Announcement on the 3 December of €680,000 to 50 Social Enterprise Projects - Funding made under Awareness Raising Initiative for Social Enterprise Scheme (ARISE);
- Town Centre Masterplan Initiative - supporting the development of Town Centre Masterplans in 26 towns across the country;
- Cabinet Committee on Environment and Climate Change on 8th of December.

6.2 FINANCE UPDATE

MB discussed and noted the Finance Update for the end of November, 2021. MB noted that the PO Expenditure group is scheduled to meeting on 7th of December and noted the strong emerging spend position.

6.3 FOI REPORT

MB noted the FOI Report.

6.4 PARLIAMENTARY REPRESENTATIONS REPORTS

MB noted the Parliamentary Representations Reports.

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight, were noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 14/12/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Sheenagh Rooney, Assistant Secretary General and Fintan O’Brien - Assistant Secretary General.

Clodagh McDonnell, Principal Officer, HR Unit, Madge Deane, HR Manager, Anne – Marie Scannell, Higher Executive Officer, HR Unit attended for agenda item no. 5.2

Secretariat – Ciara Doherty

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice;
- MB noted update on the Community Activities Fund.

5.2 Gender Action Plan

Clodagh McDonnell and Madge Deane updated MB on the work to date. Anne – Marie Scannell gave a very informative presentation to the MB on the draft Gender Action Plan. The next step is to bring the draft to Departmental Council for inputs and then set a launch date in early 2022.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, as follows.

- Town Centre First report went to Government today, 14th December and will be launched in January 2022. Arrangements for TCF implementation office are under discussion with CCMA.
- Our Rural Future advisory group will have their first meeting today, 14th December.
- Mobile Phone and Broadband Taskforce meeting to be reconvened on 16 December under joint chair of Minister Humphreys and Minister of State Ossian Smyth.
- Meeting arranged with ILDN in relation to LEADER for later this week.
- Draft paper on ILDN/LDCs review has been shared with DSP for inputs
- Office Notice Staff Update issued to all DRCD staff from the HR Unit.
- Noted PMDS end of year reviews are now due.
- Christmas tea break invites have issued across units, which will be held remotely.
- Noted additional funding of €2m proposed for DRCD in REV subject to agreement by Government today.
- RRDF category 1 call proposal with Minister, due for announcement within the next week; submissions on category two call is also currently with Minister for sign off and likely early January launch.
- Communications issued a style guide for DRCD, this was brought to the staff engagement forum.
- Agenda agreed for senior management team meeting, 16th December.
- Noted that an initial draft proposal relating to the Community Centre Fund has been developed for discussion
- Update on recent oversight meetings with Charities Regulator
- Appointment of Clare McGrath as the new Chair of Water Safety Ireland.
- Memorandum for Government on C&V sector Values and Principles document has been circulated for obs.
- Recent SG meeting with SG Department of Transport

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight, were noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MANAGEMENT BOARD MINUTES 21/12/2021

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General; Bairbre Nic Aongusa – Assistant Secretary; and Sheenagh Rooney, Assistant Secretary General

Apologies - Fintan O’Brien - Assistant Secretary General.

Secretariat – Ciara Doherty

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. MATTERS FOR DISCUSSION

5.1 COVID-19

MB discussed the situation relating to the Covid-19 virus:

- MB noted that Principal Officers continue to engage with sectors to review and align sector specific guidance, protocols and plans in order to ensure that they adhere to public health advice;
- MB noted update on the Community Activities Fund.
- MB noted Covid SOG meeting scheduled 22nd December 2021.
- MB noted update Covid Stability Fund appeals outcomes submitted for approval.
- MB noted planned DRCD arrangements for representation at any potential Covid meetings over the Christmas period.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

MB members provided updates on a number of ongoing items in their areas, as follows.

- Noted final provisional spend out-turn and expressed appreciation to the Finance Unit and staff across spend areas for the very strong outcome achieved.
- Noted need for early plan for maximising spend out-turn in 2022 and intention to consider key elements of this at MB in January.
- RRDF calls for category 1 launched 17th December, announcement for category 2 submissions expected in early Q1 2022.
- HR staff update, interviews to take place from 10th January for Executive Officer internal competition.
- Health and Wellbeing newsletter issued to all staff.
- Noted that HR team updated the Audit Committee on DRCD arrangements with NSSO
- Christmas tea breaks took place across units 20th December.
- Noted update on WSI
- Noted that a submission in relation to the Charities Bill is with the Minister with a view to getting agreement to circulate a memorandum for government for observations.
- Noted status of LEADER review
- Noted recent meeting with ILDN
- Noted agreement at Risk Committee for MB to review its membership for 2022

7. STANDING ITEMS

7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diaries for the forthcoming fortnight, were noted.

7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

MB noted current Government Business.

7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

MB noted the Oireachtas schedule for the next week.

7.4 SOG'S / CABINET COMMITTEES

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB

MB expressed its thanks to staff across the Department for the very strong progress on all fronts during 2021.