

MANAGEMENT BOARD MINUTES 4/07/2023

ATTENDANCE:

Chair –Mary Hurley – Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien – Assistant Secretary and JP Mulherin – Assistant Secretary (Acting).

Bernie Reape, Higher Executive Officer, Corporate Strategy and Communications Unit; ; Jake Ryan Principal Officer, Corporate Strategy and Communications Unit and Aisling Penrose, Assistant Principal Officer, Corporate Strategy and Communications Unit, attended for agenda item no.

Elaine Jennings, Assistant Principal Officer, Project Oversight Unit and Jake Ryan, Principal Officer, Project Oversight Unit, attend for agenda item no.

Declan Harty, Regional Inspector, Inspection Compliance and Business Development Unit; David Donnelly, Regional Inspector, Inspection Compliance and Business Development Unit; Clodagh McDonnell, Principal Officer, Inspection Compliance and Business Development Unit, attended for agenda item no. 5.2.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit; Seamus Concagh, Assistant Principal Officer, Finance and Evaluation Unit; John Orme, 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.

3. MATTERS ARISING

4. MATTERS FOR DECISION

4.1 DRCD 2022 ANNUAL REPORT

Bernie Reape, Jake Ryan and Aisling Penrose updated MB on the status of the draft DRCD 2022 Annual Report. MB discussed and approved the draft report, subject to any minor amendments, as provided by MB.

MB noted that the report, will be submitted for consideration by Government, subject to Ministerial approval.

5. PRIORITY ISSUES FOR DISCUSSION

5.1 PROJECT OVERSIGHT UNIT

Jake Ryan and Elaine Jennings updated MB on the proposed work-plan for the development of the project oversight unit.

5.2 REPORT ON THE LEADER PROGRAMME – CONTROLS IN 2022

Declan Harty, David Donnelly and Clodagh McDonnell, updated MB on the report of controls in 2022 for the LEADER programme. MB discussed and noted the report for LEADER controls in 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.

RRDF;
Town and Village Renewal Scheme;
LEADER Programme;
CLÁR;
European Social Fund +;
Charities (Amendment) Bill 2023;
SICAP;
National Library Strategy 2023 2027;
Our Living Islands – National Islands Policy 2023 2033;
Programme Management System;
Ministerial Management Board 12th meeting on the 12 July;
MB meeting in Furbo 10 and 11 July.

6.2 FINANCE UPDATE

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

6.3 FOI REPORT

MB noted the FOI Report

6.4 PARLIAMENTARY REPRESENTATION REPORT

MB noted the parliamentary representation report.

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 18/07/2023

ATTENDANCE:

Chair –Mary Hurley – Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien – Assistant Secretary and JP Mulherin – Assistant Secretary (Acting).

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. PRIORITY ISSUES FOR DISCUSSION

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

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

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)

Department of Rural and Community Development
Management Board Meeting No. 260

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 25/05/2023

ATTENDANCE:

Chair –Mary Hurley – Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien – Assistant Secretary and JP Mulherin – Assistant Secretary (Acting).

Robert Nicholson, Principal Officer, Rural Strategy and Social Enterprise Unit, attended for agenda item no. 5.1.

1. STATEMENT OF INTEREST

No conflicts.

2. PREVIOUS MINUTES

Minutes of the previous meeting, were approved.

3. MATTERS ARISING

4. MATTERS FOR DECISION

5. PRIORITY ISSUES FOR DISCUSSION

5.1 OUR RURAL FUTURE 2021-2025

Robert Nicholson updated MB on a proposal to engage with the OECD, in relation to a review of Our Rural Future 2021-2025.

MB approved engagement by the Rural Strategy and Enterprise Unit, with the OECD in relation to a proposed review of Our Rural Future 2021-2015. MB noted that the draft Terms of Reference will submitted for consideration by Management Board.

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

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

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 3/08/2023

ATTENDANCE:

Chair –Mary Hurley – Secretary General; Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien – Assistant Secretary and JP Mulherin – Assistant Secretary (Acting).

Laura Garcia, Higher Executive Officer, C&V Supports and Programmes Unit and Ciara Bates, Principal Officer, C&V Supports and Programmes Unit, attended for agenda item no. 5.1.

Kenneth Jordan, Principal Officer, Finance and Evaluation Unit; Seamus Concagh, Assistant Principal Officer, Finance and Evaluation Unit; John Orme, Assistant Principal Officer, Finance and Evaluation Unit and Stephen Brady Assistant Principal Officer, Finance and Evaluation Unit, attended for agenda item no. 6.1.

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. PRIORITY ISSUES FOR DISCUSSION

5.1 PROGRAMME DELIVERY PROPOSAL FOR THE EFFECTIVE DELIVERY OF THE EUROPEAN SOCIAL FUND PLUS

Following a discussion at MB on the social innovation ESF+ programme delivery options, CVSU were to revise the paper in line with the discussion and to include programme design examples. The revised paper was to be submitted for approval of the Secretary General.

6. MATTERS FOR INFORMATION

6.1 FINANCE UPDATE

MB discussed and noted the finance update for end of July.

MB noted the update by Ken Jordan on Financial procedures

6.2 PROCEDURES FOR ENGAGING WITH DPER IN RELATION TO SANCTIONS

MB noted the update by Ken Jordan on Financial procedures.

6.1 OTHER SIGNIFICANT UPDATES

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

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 12/09/2023

ATTENDANCE:

Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien – Assistant Secretary and Kenneth Jordan – Assistant Secretary

Apologies Mary Hurley, Secretary General.

Jake Ryan, Principal Officer, Strategic Co-ordination, Corporate Policy and Communications Unit and Aisling Penrose, Assistant Principal Officer, Strategic Co-ordination, Corporate Policy and Communications Unit, attended for agenda item 4.1.

Stephen Brady Assistant Principal Officer, Finance and Evaluation Unit, attended for agenda item no. 6.1.

Mark Ryan, Assistant Principal Officer, Strategic Co-ordination, Corporate Policy and Communications Unit and Jake Ryan, Principal Officer Strategic Co-ordination, Corporate Policy and Communications Unit, attended for agenda item no. 6.2

James Kenny, Higher Executive Officer, Strategic Co-ordination, Corporate Policy and Communications Unit; Aisling Penrose, Assistant Principal Officer, Strategic Co-ordination, Corporate Policy and Communications Unit and Jake Ryan, Principal Officer, Strategic Co-ordination, Corporate Policy and Communications Unit, attended 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

4.1 CORPORATE GOVERNANCE FRAMEWORK

Jake Ryan and Aisling Penrose updated MB on the Corporate Governance Framework

MB approved the Corporate Governance Framework.

5. PRIORITY ISSUES FOR DISCUSSION

6. MATTERS FOR INFORMATION

6.1 FINANCE UPDATE

MB discussed and noted the finance update for end of August

6.2 NATIONAL PLOUGHING CHAMPIONSHIPS 2023

Jake Ryan and Mark Ryan updated MB on the Department's arrangements for participation in the National Ploughing Championships 2023.

6.3 SUSTAINABLE DEVELOPMENT GOALS WEEK

James Kenny and Aisling Penrose updated MB on the calendar of events that the Department has scheduled for the sustainable development goals week (23 September to 1 October).

6.4 OTHER SIGNIFICANT UPDATES

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

Charities (Amendment) Bill 2023 Bill;
Charity Appeals Tribunal;
Control of Dogs Act 2023;
ESF+ programme;
National funding platform;
Meeting of Humanitarian SOG Senior Official group 23 August;
CRA;
LCDC;
Our Rural Future Roadshow 14th September –Limerick;
CLÁR;
National Outdoor Recreation Strategy 2023-2027;
RRDF.

6.5 PARLIAMENTARY REPRESENTATION REPORT

MB noted the Parliamentary Representation Report

6.6 FOI Report

MB noted the FOI Report.

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 22/09/2023

ATTENDANCE:

Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien – Assistant Secretary and Kenneth Jordan – Assistant Secretary

Apologies Mary Hurley, Secretary General.

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 FINANCE PROCEDURE UPDATE

Ken Jordan updated MB on the draft Departmental Procurement Guidelines, Departmental Financial Policies and Procedures and the Department’s Fraud Prevention Policy.

MB approved the updated Departmental Procurement Guidelines, Departmental Financial Policies and Procedures and the Department’s Fraud Prevention Policy.

4.2 CONTRACT FOR ACTIVITY COUNTERS ON THE WALK SCHEM TRAILS

Fintan O’Brien updated MB on the proposal to increase the number of counters on the Walks Scheme trails from 21 to 46 and to enter into a contract with the successful tenderer for the contact to hire, maintain and monitor the counters for the Walks Scheme trails.

MB approved the increase of the number of counters on the Walks Scheme trails from 21 to 46 and the notification to the successful tenderer for the contract in relation to the hire, maintenance and monitoring of the counters for the Walks Scheme trails.

5. PRIORITY ISSUES FOR DISCUSSION

6. MATTERS FOR INFORMATION

6.1 OTHER SIGNIFICANT UPDATES

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

RRDF;
Local Improvement Scheme;
LEADER Programme;
Charities (Amendment) Bill 2023;
National Philanthropy Strategy;
Libraries capital programme;
CSP;
SICAP;
CRA;
HR update.

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.

Department of Rural and Community Development
Management Board Meeting No. 264

9. AOB

MANAGEMENT BOARD MINUTES 26/09/2023

ATTENDANCE:

Bairbre Nic Aongusa – Assistant Secretary; Fintan O’Brien – Assistant Secretary and Kenneth Jordan – Assistant Secretary

Apologies Mary Hurley, Secretary General.

James Kenny, Higher Executive Officer, Strategic Co-ordination, Corporate Policy and Communications Unit and Jake Ryan, Principal Officer, Strategic Co-ordination, Corporate Policy and Communications Unit, attended for agenda item no. 6.1.

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

5. PRIORITY ISSUES FOR DISCUSSION

6. MATTERS FOR INFORMATION

6.1 SUSTAINABLE DEVELOPMENT GOALS

James Kenny and Jake Ryan updated MB on the Department’s support for the delivery of current and future SDGs National Implementation Plans.

MB noted the progress to date and the future planned actions, in relation to the integration of the SDG’s into the Departments policies and initiatives.

Bairbre Nic Aongusa updated MB on the Department's Climate Action event, which is scheduled for the 21st November, in Dublin Castle.

6.1 OTHER SIGNIFICANT UPDATES

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

MinMb 4 October;
Estimates bilateral on 2nd October;
HR update;
Departmental Council meeting on 26 September;
Induction for staff on 4 (Dublin) and 5 (Ballina) October;
Update on the Town Hall on the 19th October, in Tullamore;
SMT meeting 5th October;
DRCD People Strategy;
Shared Islands Initiative;
Audit Committee meeting on 2nd October;
Civic Forum 15th November;
CRA;
Charities (Amendment) Bill 2023;
PPN National Conference 5th October;
Update on Department's engagement with DETE re. Social economy level;
CLÁR;
Outdoor Recreation Infrastructure Scheme.

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

Department of Rural and Community Development
Management Board Meeting No. 265

No issues arising.

7.5 MINISTERIAL SUBMISSIONS

MB noted current matters awaiting Ministerial decision.

9. AOB