

MANAGEMENT BOARD MINUTES 5/2/2018

ATTENDANCE:

Chair – Kevin McCarthy - Secretary General, Bairbre NicAongusa – Assistant Secretary, William Parnell – Assistant Secretary

Secretariat –Lynda Crawford

Clodagh McDonnell, Head of HR attended and Corporate and Fergal Costello, Finance Officer attended for items 3.1, 3.2 4.1 to 4.6.

Dave Dalton, Libraries Development and Community Policy and JP Mulherin, Leader Unit; attended for item 3.1. and 3.2 Finola Moylette, Rural Policy and Schemes attended for items 3.1 and 3.2.

Sean Sweeney, Chief Executive, KOSI Corporation and Joe Copeland, KOSI Corporation attended for item 4.6.

1. STATEMENT OF INTEREST

No conflicts.

2. COMMUNICATIONS & TOPICAL MATTERS DIARY, MINUTES OF PREVIOUS MEETING & MATTERS ARISING

2.1 PREVIOUS MINUTES

Minutes of the previous meeting were approved.

2.2 MATTERS ARISING

No issues arose for discussion under this item.

2.3 COMMUNICATIONS & TOPICAL MATTERS DIARY

The diary for the forthcoming fortnight was noted with a few minor additions.

2.4 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

A list of Government Memorandums currently circulated was considered and it was noted that there were no matters requiring action by the Department.

2.5 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

The schedule for the week was noted.

2.6 SOG'S/CABINET COMMITTEES

The SOG for Cabinet Committee A on the 8th February was noted.

2.7 FOI REPORT

The FOI Report was noted.

3. PRIORITY ISSUES FOR DISCUSSION/NOTING

3.1 TOWN AND VILLAGE PILOT SCHEME

Finola Moylette updated the Management Board on the town and village pilot scheme.

3.2 NATIONAL DEVELOPMENT PLAN

William Parnell updated the Management Board on the National Development Plan. Principal Officers were requested to develop proposals under the National Development Plan.

4. CORPORATE & OPERATIONAL MATERS FOR INFORMATION

4.1 HR UPDATE

Clodagh McDonnell provided an update on internal competitions, expressions of interest and vacancies. Other staffing issues were discussed.

4.2 FINANCE ISSUES: PROVISIONAL OUTTURN 2017

Fergal Costello stated that the migration to shared service in Killarney for non-payroll is now operational.

The Finance Unit and HR are scheduled to meet with Peoplepoint on 6th February to progress the planning phase of the migration of the payroll function to shared services.

4.3 FINANCIAL MANAGEMENT PROJECT UPDATE

There was no update on this matter.

4.4 ACCOMODATION

The new accommodation arrangements in Trinity Point were discussed.

4.5 COMMUNICATIONS UPDATE

Clodagh McDonnell updated the Management Board on the implementation of press and event protocol for DRCD and on developments relevant to DRCD in relation to Strategic Communications Unit.

4.6 CORPORATE PROJECT POLICY UPDATE

Sean Sweeney, Chief Executive, KOSI Corporation and Joe Copeland, KOSI Corporation updated the Management Board on the project plan for DRCD.

6 AOB

A meeting of the Senior Management Forum was scheduled for the 22nd February.

The Management Board noted that the Department of the Taoiseach had no observations on the DRCD Statement of Strategy and it will be submitted for cabinet agenda on the 20th February.

Kevin McCarthy
Secretary General