

MANAGEMENT BOARD MINUTES 13/3/2018

ATTENDANCE:

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

Secretariat – Lynda Crawford

Clodagh McDonnell, Head of HR attended for items 3.1, 3.2, 3.3, 3.4, 4.1, 4.2, 4.3 and 4.4, Fergal Costello, Finance Officer attended for item 4.2.

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 subject to amendments.

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.

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 MB noted that Cabinet Committee B has been rescheduled from the 8 March to the 26 March.

2.7 FOI REPORT

The FOI Report was noted.

3. PRIORITY ISSUES FOR DISCUSSION/NOTING

3.1 NATIONAL DEVELOPMENT PLAN – RURAL REGENERATION AND DEVELOPMENT FUND

The National Development Plan thematic conference on the rural regeneration and development fund was discussed.

A draft paper on the Rural Regeneration and Development Fund was discussed. It was agreed to develop this further for discussion at Min MB. It was also noted that bilateral meetings with DHPLG and DPER will be needed in developing the proposal.

3.2 PROTECTED DISCLOSURES POLICY

Clodagh McDonnell briefed the MB on the draft protected disclosures policy.

The Secretary General noted that DRCD will inform agencies under its remit of the need to have their own Protected Disclosures Policy.

The MB agreed the amended Protected Disclosures Policy for publication on the Departments intranet.

3.3 SOCIAL MEDIA POLICY

The MB approved the amended social media policy for publication on the Departments website.

4. CORPORATE & OPERATIONAL MATERS FOR INFORMATION

4.1 HR UPDATE

Clodagh McDonnell provided an update on HR matters to the MB.

4.2 FINANCIAL REPORT

Fergal Costello provided an update on expenditure to 12 March 2018. It was noted by the MB that extensive expenditure is profiled during March under SICAP and the CSP.

Fergal Costello stated that the Finance Unit met with OGP on Thursday 8 March in relation to the range of products and services that may be accessed via OGP frameworks. The Finance Unit will circulate this information to all PO's.

Fergal Costello briefed the MB on the recently published OECD review on Ireland which notes a number of points of some relevance to DRCD.

4.3 ACCOMMODATION UPDATE

The MB discussed accommodation in Ballina and Trinity Point and it was agreed by the MB that DRCD will liaise with DHPLG in relation to office space in Ballina.

The MB noted the success of the re-location of the Department from Clare Street to Trinity Point due to the leadership of StJohn O'Connor and his team and the considerable efforts of the transition team in Ballina and Dublin that have overseen all of the very detailed aspects of planning and managing what has been a considerable logistical challenge.

4.4 COMMUNICATIONS UPDATE

Clodagh McDonnell provided an update on the development and implementation of DRCD's external communications strategy including stakeholder management, social media, media relations, marketing, branding, public relations and staff communications.

6 AOB

The Secretary General stated that the corporate governance framework should be published along with the DRCD Statement of Strategy.

The Secretary General stated that all outstanding Parliamentary Representations should be reviewed on an ongoing basis and prioritised for response. It was noted by MB that the eReps system will be implemented in DRCD and this will facilitate an efficient and timely response to all Parliamentary Representations.

Bairbre NicAongusa briefed the MB on the Emergency Taskforce Working Group's decision to commission research on Community Resilience in order to measure the sustained ability of communities throughout Ireland to utilize available resources to respond to, withstand, and recover from adverse situations. The MB agreed that DRCD will fund this research in order to develop a set of guidelines in order to enhance community resilience by examining options and successful models of existing collaborations between private and public sectors or the objective of enhancing community resilience.

Kevin McCarthy

Department of Rural and Community Development
Management Board Meeting No. 28

Secretary General