

## MANAGEMENT BOARD MINUTES 15/10/2018

### ATTENDANCE:

Chair – Kevin McCarthy - Secretary General, Bairbre NicAongusa - Assistant Secretary and Sheenagh Rooney - Assistant Secretary, William Parnell - Assistant Secretary.

Kenneth Jordan, Principal Officer and David O'Connor, Assistant Principal Officer attended for items 5.2 and 5.3

David Yeomans, Head of Internal Audit, attended for item 6.3

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

No matters arising.

### 4. MATTERS FOR DECISION

#### 4.1 REVISED PRESS RELEASE PROTOCOL

MB approved revised press release protocol was discussed and suggested minor amendments.

### 5. PRIORITY ISSUES FOR DISCUSSION

#### 5.1 RURAL REGENERATION AND DEVELOPMENT FUND

Sheenagh Rooney gave a progress report on the Rural Regeneration and Development Fund.

MB noted that the Project Advisory Board will meet on the 17th October to consider applications under category 1 and it is proposed to be in a position to make an initial announcement in relation to successful applications in November, with further announcements to follow.

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## 5.2 ESTIMATES 2019

There was no update on this matter.

The Joint Committee on Rural and Community Development's meeting on mid-term review of 2018 Estimates on the 17th October was discussed.

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## 5.3 FINANCE REPORT

The expenditure report was noted and discussed.

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## 5.4 BREXIT

MB noted and discussed the Departments Brexit Preparedness Action and Contingency Plan. MB noted that the Department will be presenting its Action Plan at a meeting of representatives of all Departments on the 23rd October.

## 6. MATTERS FOR INFORMATION

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### 6.1 HR UPDATE

The verbal HR update was noted.

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### 6.2 COMMUNICATIONS UPDATE

The Communications update was discussed.

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### 6.3 UPDATE ON INTERNAL AUDIT FUNCTION

David Yeomans provided an update on the audit universe, the 2018 audit plan and the draft 2019 audit plan.

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### 6.4 MINISTERIAL REPRESENTATIONS/CORRESPONDENCE

MB noted the report on Ministerial Parliamentary Representations.

## 7. STANDING ITEMS

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### 7.1 MINISTERIAL AND MANAGEMENT BOARD DIARIES

The diary for the forthcoming fortnight was noted.

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### 7.2 GOVERNMENT MEMORANDA / CABINET SUBCOMMITTEES

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A list of Government Memoranda currently circulated was noted.

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7.3 WEEKLY SCHEDULE (DÁIL, SEANAD AND COMMITTEES)

The Oireachtas schedule was noted.

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7.4 SOG'S / CABINET COMMITTEES

The MB noted the schedule of Cabinet Committee and Senior Official Group meetings.

## 8. AOB

MB noted the updated Risk Management Policy.

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Kevin McCarthy,  
Secretary General