

Department of Rural and Community Development
Management Board Meeting No. 2

Management Board Minutes 10/07/2017

Attendance:

Chair - Liz Canavan - Secretary General
William Parnell – Assistant Secretary
Bairbre NicAongusa – Assistant Secretary

Secretariat – Johnny Gorman

Colm Keenan was also in attendance

Apologies: - Nil

1. Statement of Interest

Nothing to discuss on this occasion

2. Communications & Topical Matters Diary, Minutes of Previous Meeting & Matters Arising

2.1 Previous Minutes

The minutes were agreed with minor amendments.

2.2 Matters Arising

Matters arising from the last meeting were discussed.

2.3 Communications & Topical Matters Diary

The Diary for the forthcoming week was discussed.

2.4 Weekly Schedule (Dáil, Seanad and Committees)

Memos relevant to the Ministers brief which will be brought to Government shortly were discussed.

There was also a discussion in relation to the current position of the Bill to establish the Department. The Bill is currently being prepared and will be brought to the Houses on the 12th of July.

2.5 FOI Report

The Board was updated on the status of FOI requests which have been received.

3.0 Strategic Matters

3.1 Transfer of Functions

Discussions are ongoing between the relevant Secretary Generals in relation to the Transfer of Functions & draft Orders are currently being prepared.

3.2 Cabinet Committees

The Minister is a member of Cabinet Committee A (Economy) and Cabinet Committee B (Social Policy and Public Services).

It was noted that the Minister has requested membership of Cabinet Committee D (Infrastructure, Housing, Infrastructure Investment and Delivery, Climate Action and the National Planning Framework). The SG has contacted the Secretary to the Government in relation to this.

3.3 Other Policy Matters

A brief discussion took place on other policy matters.

3.4 Compliance Obligations Register

The Compliance Obligations Register was discussed. It was agreed input would be sought from POs in order to populate the register in relation to DRCD specific commitments in due course.

4. Matters for Decision

4.1 Dormant Accounts Press Release

There was a brief discussion in relation to the current position of this item.

4.2 Communications/Meetings with Staff

It was noted that the SG had sent an initial communication email to all staff informing them of developments to date. It was also noted that the SG will visit the Ballina on Friday 14th of July and will also call to meet staff in Kildare Street & Custom House offices in the coming week.

5. Corporate

5.1 Developments in Establishment of the Department

5.2 Staffing

5.3 Accommodation

5.4 Budgets

5.5 IT Services

No substantial updates on the above since meeting of 6th July. Discussions are ongoing with the relevant parties.

5.6 E-Cabinet

The SG will seek approval from the Cabinet Secretariat in the Department of the Taoiseach for access to relevant staff.

5.7 PQ Protocol

The SG will discuss the arrangements vis-à-vis PQs for the coming weeks (prior to transfer of functions) with the Minister.

6.0 AOB

Sumer leave arrangements were discussed. JG to prepare leave calendar for the MB.

Elizabeth Canavan
Secretary General (Acting)