

**Department of Public Expenditure and Reform, Management Board Meeting  
5 September 2011**

**Attendance:** Secretary General, Mr. McNally, Mr. Duggan, Mr. Moloney, Mr. Downes, Ms. Coleman, Mr. O'Connell, Mr. Beausang, Mr. Ryan, Mr. McGrath, Ms. Buckley, Mr. Meenan, Mr. Errity, Mr. O'Brien, Ms. Morgan.

**Apologies:** Ms. Hanlon.

1. **Minutes of Last Meeting** – The minutes were agreed with one minor amendment to item 4.
2. **Events for the Week** – The Abbey Lara amendment will go on the Cabinet agenda this week. The Memorandum on State Assets was circulated. *Action: Mr. Downes and Ms. Hanlon to discuss the Legal Services Bill with the Minister.* The CRE and the Capital Review are being discussed with the Minister. *Action: Mr. Owens to provide an update on the work of the Mortgage group next week.* The weekly update to the Troika was discussed. Ms. Hanlon/ Mr. Downes will sit in on the weekly update conference call. They should be made aware of any relevant issues and will report back to the MAC. *Action: Mr. Downes to provide a briefing note to the Minister on the weekly update to the Troika.*
3. **Update on the Estimates Process** – Mr. Downes gave an update. The Capital Review is progressing and will go to Government soon. Other Memoranda to follow. *Action: Mr. Downes to prepare a briefing note for the Minister providing an update on the process which will then be circulated to the EMC.*
4. **Statement of Strategy** – Ms. Buckley gave an update. Outputs will be specified in the Estimates volume and the Annual Output Statement. Mr. Moloney will provide amended wording linking the Strategy with enterprise and the labour market. Mr. Duggan will provide amended wording on reform. Mr. McNally's amendments were accepted. *Action: Ms. Buckley will amend the Strategy and draft a foreword. It will be cleared by the Secretary General to go to the Minister on Friday.* A separate consultation with staff is required and the Strategy will be put on the agenda for the next Departmental Council meeting.
5. **EAS Accommodation** – Mr. Ryan stated that this is near resolution. *Action: Mr. Ryan will report to the Secretary General next week.*
6. **AOB**
  - *Action: Mr. Downes will prepare a list of Memos that will be brought to Government.*
  - *Action: Mr. Downes will provide an updated legislation list for the Minister.*
  - The Secretary General asked for the following items to be progressed:
    - Publication of purchase orders over €20,000;
    - Memorandum on Travel & Subsistence rates.
    - Standardisation of Annual Leave.
  - *Action: Mr. Beausang & Mr. O'Brien will talk to the Minister next week about a schedule of priorities that should be progressed.*

**Next meeting** – Monday, 12 September, 3pm