

**Department of Public Expenditure and Reform, Management Board Meeting
28 July 2011**

Attendance: Minister Howlin, Secretary General, Mr. Duggan, Mr. Moloney, Ms. Hanlon, Ms. Coleman, Mr. O'Connell, Mr. O'Brien, Ms. Mulvihill, Ms. Buckley, Ms. Loughman.

Apologies: Mr. Ryan, Mr. Errity, Mr. McNally, Mr. Beausang, Mr. McGrath.

1. **Minutes of Last Meeting** – the minutes were agreed.
2. **Estimates 2012** – Ms. Hanlon gave an update.
 - Timetable** - A draft timetable for the Current and Capital Reviews and the Estimates process was circulated. There has been engagement with departments on their reports and final reports are due between 2nd and 8th September. It is proposed that memos will be submitted to Government in September setting out progress and next steps.
 - Eurostat returns are due at the end of September. The next Troika visit takes place in second week of October. The Department is committed to the publication of the PBO in late October. There was a discussion in relation to the publication of the Estimates.
 - Pay Bill Issues** – With regard to retirements, the meeting was informed that there will be a clearer picture in September/October regarding numbers. There was a discussion regarding ECFs and targets for next year. *Action: A memo to be prepared for early September.*
3. **Political Reform Agenda Update** – Mr. O'Brien and Mr. Beausang are to meet with an advisor from the AG's Office on whistleblowing. As Mr. Beausang was absent a full update was deferred.
4. **NewERA Update** – Significant progress has been made; a briefing was given.
5. **IMF Issues**
 - a) **Legal Services Bill** – the Bill addresses the restructuring of legal costs and the role of the Taxing Master. This is with Department of Justice and Equality. This Department is engaging with them on the Bill. There is a commitment to have publication by end September.
6. **Staff Transfers – UK** – A request has been received for consideration of transfer of staff to the UK Civil Service. *Action: Ms. Loughman to email Assistant Secretaries and Directors regarding seeking expressions of interest from staff.*
7. **PO Conference** – A draft agenda for the Conference was circulated. The event will involve PO grade and above. The agenda was discussed and some minor changes were suggested. *Action: Ms. Loughman to contact Mr. Feeney in relation to amending the draft agenda.* It was agreed that, if a draft is available at that time, the Statement of Strategy could also be discussed on the day.
8. **EU Presidency 2013** – Informal contact has been made with the Commission and talks will take place later in the year. *Action: Minister to be briefed regarding discussions with the Commission. The possibility of having a Departmental Rep. in Brussels to be explored.*
9. **HR Manager Appointment** – The new HR Manager has been identified and will be joining the Department, on secondment, in September.

10. PO Sub-group on Statement of Strategy – A PO sub-group has been established to work on the drafting of the Statement. A modern format which is simple and clear is proposed. It is envisaged that a draft will be with the Minister by September 9th as per the statutory commitment.

11. PO Sub-group on PMDS – Action Points - deferred for discussion with new HR Manager.

12. AOB - Arrangements for cover during the holiday period were discussed.

Next meeting – Wednesday, 31 August, 3pm.