

Executive Board Minutes Meeting 04th August 2015

Attendance: Ann Nolan (Chair), Neil Ryan, Niall O’Ceallaigh Des Carville, John Hogan, Paul Ryan, Derek Tierney (Secretary).

Apologies: Derek Moran, John McCarthy, Gary Tobin, Nicholas O’Brien, Aidan Carrigan, Paul Bolger, Brendan Loughnane.

1. Minutes of previous meeting and matters arising

In addition to the Communications diary the following were noted:

July Exchequer Returns will be published on Wednesday with senior management and media briefing provided in the usual way.

Allied Irish Bank is expected to announce their H1 2015 results on Friday.

The Executive Board noted concerns regarding supply of new AO’s have been raised with PAS and that further engagement on this issue and a way forward is planned in the coming weeks.

The minutes of the previous Executive Board 27th July were agreed. Progress on action points were noted.

2. Dashboard Summary including discussion on:

1. Greece

Members discussed the current situation in relation to Greece and discussions currently underway are described by sources as upbeat. The next key milestone is 20th August when Greece is due to pay debt of € 3.5 billion to the European Central Bank.

3. Key Milestones Look-Ahead

Upcoming key milestones were noted.

4. AOB

Members discussed the paper setting out the current workload relating to parliamentary support, the provision of information and the management of data.

The paper before the Board setting out the Q3/Q4 series of policy perspectives was discussed and this programme will be communicated to all staff over the coming days.

Members discussed planning underway for the next Senior Management Review scheduled for the 18th September. The agenda will be finalised over the coming weeks.

5. Corporate

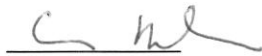
1. eDocs Update

The paper before the Board was discussed. The implementation of eDocs is scheduled will be conducted in a phased manner across the Department with OGCI providing an on-site support and training on eDocs for each area over a two week period. Given the aim of eDocs and in advance of its

introduction, the Facilities Unit are arranging training in parallel to reinforce the importance of appropriate and timely filing of documents. A roll-out plan (Appendix 1), attached for information, is structured over 4 phases. Time-out of rollout in Phase 1 is agreed with all Divisions with Phase 2, 3 and 4 to be confirmed subject to progress. In confirming Phases 2, 3 & 4 we are also mindful of other business pressures that will need to be accommodated including the refurbishment project and the budget process with the understanding that the plan may need to be adapted accordingly. Divisions should note that at the end of their two week roll-out activities the H: Drive for the area will switch to Read Only to reinforce the adoption and use of eDocs.

2. Civil Service Renewal – Framework of Assignments

Members were updated on Action 21 of the civil service renewal plan following a briefing by D/Per. This actions aims to publish the framework for assignment of responsibilities for all Departments by end of Q3 2015 and host centrally on Whodoeswhat.gov.ie. Corporate Affairs are currently revising the framework of assignments following the recent reorganisation and this will be used to populate the central website.



Ann Nolan
Second Secretary