

Minutes of Management Board Meeting held on 23rd January 2017

Attendance: Secretary General (Fergal Lynch), Bernie McNally, Michelle Shannon, Éimear Fisher and Dermot Ryan. Clare Rudden reporting.

1. Minutes of Last Meeting

The minutes of the meeting of 16th January 2016 were agreed with one amendment.

2. Matters Arising

All matters arising were discussed as part of brief updates.

3. Brief Updates

EF gave updates on: (i) Children First, (ii) Brexit conference, (iii) GAL, (iv) Louise O’Keeffe case, (v) Disability Protocol [Ministerial Meeting], (vi) SOG on Health [25 Jan], (vii) Meeting re CRA Workplan [27 Jan], (viii) Tusla training on Children First, and (ix) BOBF Advisory Council [2 Feb].

MS gave updates on: (i) Judicial Review Cases, (ii) Oberstown [Independent Reviews], (iii) JARC Steering Group, (iv) Commission of Investigation [Mother and Baby Homes], and (v) Adoption (Amendment) Bill.

DR gave updates on: (i) NCCIS, (ii) Internal Audit Financial Transactions Report, (iii) Draft Corporate Risk Template, (iv) HIQA Inspection Report on Foster Care Service, and (v) PMDS Training.

BM gave updates on: (i) Affordable Childcare Scheme [Heads of Bill and Project Board Meetings], (ii) AIM, (iii) Community Employment Scheme, (iv) CCC case, (v) ‘Familibase’ Ballyfermot [Meeting with Board], (vi) Special EU Programmes [Piece 4 Funding], (vii) Review of CES, and (viii) Children First in Early Years.

4. Management Board – role and how we work

The MB discussed their role and how they conduct business. The question of having PO involvement on a rotational basis was considered, and the way in which “brief update” items might best be handled was also discussed. Decisions on both items will be taken shortly.

5. Preparation for MB/PO Meeting, 25 January

A MB/PO meeting will take place on 25 January. The MB discussed a format and approach to the meeting.

6. For noting

- (i) FOI Report – A number of new FOI requests have been received by the Department.

7. AOB

- FL thanked everybody involved in preparing notes for his appearance before the PAC on 19 Jan. EF advised her section will review the process and circulate a debrief. It was agreed that a process will be put in place to aid preparation for any future appearance.

- Mazaars have taken over the Internal Audit function within the Department and have begun their work. A competition is being held by PAS for a new Head of Internal Audit and Michael Bullock from Mazaars is supporting the Department in this role until an appointment is made.
- FL and DR gave an update on the move to Miesian Plaza following a meeting with OPW, D/Health and Architects Scott Tallon Walker on 20 January. A further meeting will be held on 24 January with OPW and D/Health.
- DR asked MB members to ensure that their respective sections have responded to CCGU regarding the CRA Report Card.
- DR advised that Michele Clarke will provide briefing for the opposition regarding the unaccompanied minors from Greece/Calais. A number of representations have been made to the Minister and the Department has also received a FOI request on this issue.
- Interviews have begun for the Internal Assistant Principal competition.

8. Next Meeting

The next meeting will take place on Monday 30th January at 3:00pm.