

Minutes of Management Board Meeting held on 17th October 2016

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

1. Minutes of Last Meeting

The minutes of the meeting of 10th October 2016 were agreed.

2. Matters Arising

All matters arising were discussed as part of brief updates.

3. Brief Updates

FL gave updates on: (i) QCBI, (ii) Review of CES [Information Tender], (iii) ABC [IDG], (iv) National Review Panel, (v) GAL Paper, (vi) Special Rapporteur, (vii) Children First [IDG and Implementation], and (viii) Specialist posts in DCYA.

BM gave updates on: (i) Seanad Debate [Childcare Content], (ii) Single Affordable Childcare Scheme [Briefing], (iii) Child-minding [Regulation], (iv) Pobal [Costing Model], (v) West Clare Audit, (vi) Goal [Steering Group and Value for Money Project], (vii) Press Release on Youth Funding, (viii) Youth Work Conference [22 Oct], (ix) Launch of Growing Up in Ireland Book [ESRI], (x) Statistician Post, and (xi) Poverty Truth Commission.

DR gave updates on: (i) HIQA Report on Foster Care Services in Midlands, (ii) Ministerial meeting with Foster Care Association, (iii) Staff Vacancies, (iv) Principal Officer Internal Competition, (v) Tusla Board [Shortlisting], (vi) Note on Tusla Performance, (vii) Budget 2016, (viii) Data Protection Report [Meeting with Units], (ix) Meeting with OPW [Miesian Plaza], (x) Appropriation Account, (xi) Estimated End Year Financial Position, (xii) Payroll Shared Services, (xiii) Statement of Strategy, (xiv) Meeting on Traveller and Roma Inclusion [EU Commission], and (xv) State Board Appointments.

MS gave updates on: (i) Commission of Investigation [Mother and Baby Homes], (ii) Adoption (Information and Tracing) Bill, (iii) Meeting with AAI [20 Oct], (iv) Helping Hands, (v) Adoption (Amendment) Bill, (vi) Oberstown [WRC, Building, Recruitment and C&AG], (vii) Letter from C&AG [Adoption], (viii) Minister of State Stanton [Roundtable on Youth Justice], (ix) Employee Case, Oberstown, (x) Bail Supervision Scheme, and (xi) OPW [Response on Oberstown Buildings Works].

- Employee Case – MS will send information to FL

4. Single Affordable Childcare Programme

Laura McGarrigle and Marion Martin attended the meeting for this item and presented on the papers circulated in advance of the meeting. The discussion focussed on the supporting IT infrastructure which will be required to run the Single Affordable Childcare Scheme. A Business and Systems Analyst was recently contracted to provide independent analysis and advice to the Department and their final draft report on strategic options to deliver an ICT system to support the Scheme was submitted last week. A number of strategic options were evaluated using a high level evaluation model and 6 potential options were identified. The evaluation resulted in a ranked list from which a recommended option was provided. This option was considered by the Management Board taking into account the risks and time

pressures involved in this project. The MB decided to consider the matter further at its next meeting, by which time the Department would have held additional discussions with Pobal and OGCIO.

5. Review of Risks (Corporate and High Level Unit)

John Lohan attended the meeting for this item. The Report to the MB on High-Level Unit Risk and the Corporate Risk Register were considered by the MB. Some minor amendments were made, and subject to these, it was agreed to lock down the Corporate Risk Register.

6. Statement of Strategy

John Lohan attended the meeting for this item and presented on the note and draft Statement of Strategy circulated in advance of the meeting. JL advised that the draft Statement has taken into account feedback received at the PO Forum of 14 September. It is intended that the Statement of Strategy will be submitted to the Department of the Taoiseach by the end of October. CCGU is awaiting input from a number of Units and it was agreed that the draft Statement of Strategy with updated text supplied by the MB should be circulated to POs in the Department and with a request for input by Wednesday the 19 October. The Strategy will then be brought back to the MB for final approval on 24 October. FL asked MB members to remind their POs to respond in a timely manner. FL thanked JL and his team for the work carried out.

7. For Noting

(i) FOI Report – DR to follow up on 2016/39.

8. AOB

- The importance of substantive papers being circulated at least a week in advance of meetings in order to give the MB time to consider them was noted.

9. Next Meeting

The next meeting will take place on Monday 24th October at 10.30a.m.