

## **Minutes of Management Board Meeting held on 30<sup>th</sup> May 2016**

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

### **1. Minutes of Last Meeting**

The minutes of the meeting of 23<sup>rd</sup> May were agreed.

### **2. Matters Arising**

All matters arising were discussed as part of brief updates.

### **3. Brief Updates**

**LC** gave updates on: (i) Civil Service Engagement Survey [Divisional Meeting], (ii) ABC, (iii) QCBI, (iv) Disability [Letter to Tusla], (v) Nurture Grant, (vi) Psychology Meeting, (vii) Early Years Strategy, and (viii) National Economic Dialogue [DPER].

**MS** gave updates on: (i) Oberstown [IR Ballot and HSA visit], (ii) Amalgamation Order for Oberstown Detention Centre, (iii) Policy Discussion [District Court Judges], (iv) AAI, (v) Commission of Investigation [Mother and Baby Homes], and (vi) New AP in IYJS.

- Policy Discussion [District Court Judges] – MS will send note to FL.

**DR** gave updates on: (i) Briefing with Minister, (ii) NCCIS [Meeting with Tusla], (iii) Tula Quarterly Performance Report, (iv) Grandparent Foster Care Case, (v) Tusla Review of Adequacy Report, (vi) DCYA Annual Report, (vii) C&AG Audit of Appropriation Account [Response], (viii) Records Management, and (ix) Workforce Planning.

- Workforce Planning – DR will provide paper to FL

**BM** gave updates on: (i) Children's State Ceremonial Event, (ii) AIM, (iii) Review of CCS [DPER], (iv) Childminding Ireland, (v) Youth Council of Ministers Meeting [Brussels], (vi) Youth Employability Initiative, and (vii) Research [UL]

### **4. Minister's Bilateral with Taoiseach**

The Taoiseach met with Minister Zappone on May 26 as part of his bilateral meetings with each Minister. FL accompanied the Minister to this meeting and afterwards circulated an email to MB members outlining the main points which were raised. FL advised that the Department's paper prepared on the main commitments of the Department was noted at the meeting and that the Minister outlined a set of her own specific priority areas. It was agreed that each MB member would review their respective areas and amend or update their business plans as necessary. FL will discuss the reviewed business plans with MB members individually in the next two weeks.

### **5. For Noting**

(ii) FOI Report – A number of requests have been received regarding briefing provided to the Minister on the work of the Department and it is intended to publish this briefing shortly.

**6. AOB**

- FL received an email from Robert Watt on the Estimates 2017 process and circulated this to MB members. He advised he will update further when he has more information.
- FL is attending the ESRI Peer Review on 2 June. FL asked MB members for feedback in advance of this. BM advised she will provide him with a note.
- LC asked MB members to remind their teams to provide feedback on the Commissioning document.
- With regard to the upcoming Oral PQ date for the Department, FL reminded MB members of the importance of including focused and concise briefing material with the responses. He also noted the necessity to return written PQs by the required deadlines.
- A DCYA Town Hall Meeting was provisionally booked for the morning of 30 June.
- FL reminded MB members to speak to their divisions regarding the Civil Service Engagement Survey. This will be discussed further at the MB meeting of 20 June.

**7. Next Meeting**

The next meeting will take place on Tuesday 6 June at 10:30a.m.