

## **Minutes of Management Board Meeting held on 21<sup>st</sup> March 2016**

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

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

The minutes of the meeting of 14<sup>th</sup> March 2016 were agreed with one amendment.

### **2. Matters Arising**

LC circulated a note of her meeting with the CRA on 4<sup>th</sup> March for information for MB members. LC also advised that a meeting on commissioning is being organised between DCYA and Tusla.

### **3. Brief Updates**

**DR** gave updates on: (i) Internal Audit Report, (ii) Tusla Board, (iii) Corporate Governance Framework, (iv) Civil Service Management Board, and (v) Appropriation Account.

**LC** gave updates on: (i) ABC Working Group Meeting, (ii) Young Ballymun [Meeting with Deputies], and (ii) GAL.

**BM** gave updates on: (i) Childcare Service Audit, (ii) Inspectorates and, (iii) School Completion Programme.

### **4. Early Years Issues**

Laura Slevin, Laura McGarrigle, Stephen Brophy and Ciaran Madden attended the meeting for this item. FL thanked them for the papers circulated in advance of the meeting and their work to date on these issues. BM opened the meeting by outlining the huge policy and operational responsibility held by the EYPPU regarding childcare. This responsibility has been maintained on limited resources to date. BM advised that the agenda of the DCYA is to ensure access to affordable and quality childcare for those who need it most. The wide range of services which Pobal provides on behalf of DCYA in the area of early education and childcare was acknowledged and the need for robust governance for this arrangement was discussed.

Laura McGarrigle presented on the paper entitled 'Review of Systems and Structures to support High Quality Early Years Care and Education in Ireland'. There was a discussion on the key objectives of the review and it was agreed that a narrower focus on the issues that needed to be addressed now would be beneficial. It was agreed that a facilitated workshop in the coming weeks would be useful to give some focus on how a review could be structured. It was also noted that the upcoming SLA with Pobal will clarify some of the processes mentioned.

Laura Slevin presented on a plan for an enhanced crisis management process to be undertaken in conjunction with Pobal for community childcare services in financial difficulty. The importance of an early warning system was noted. This is a pressing issue and one that has come to the forefront recently. The issue of Governance at a local level was noted and it was agreed that support should be provided in this area. The next steps documented in the plan were agreed on, and it was agreed that a briefing document would be prepared on this as soon as possible for the Minister's information.

## **5. Relocation of DCYA**

Paul Fay and Ger Hughes attended the meeting for this discussion. A note for the Management Board was considered, and the questions which it raised were discussed. The design plans circulated have been available for viewing in the Department for the last week. Mr Fay and Mr Hughes met with OPW on 16 March to discuss the relocation of the Department. A number of immediate decisions are now required in order that the fit out contract be put in place to enable a relocation date of Q1 2017. A meeting is scheduled with the developer on Wednesday 23 March to further progress. Decisions are required shortly regarding total staff to be located in the new office, total numbers of individual cellular offices, location of units and staff, general spaces and filing spaces. Parking and air-conditioning facilities within the development were also discussed. It was agreed that a Lunch and Learn session and an FAQ mailbox for staff on the move to the new development would be useful and HR will organise this. In conjunction with these initiatives, the Partnership forum will be used to get ideas and feedback from staff.

## **6. AOB**

As previously advised, the Department of Public Expenditure and Reform has requested that DCYA host a town hall meeting on Civil Service Renewal. FL has discussed the initial logistics of this with DPER and a meeting will be scheduled in the coming weeks.

## **7. Next Meeting**

There will be no MB Meeting next week due to the Easter Bank Holiday Monday. The next meeting will take place on Monday 4th April at the earlier time of 9am.