

## Minutes of Management Board Meeting held on 8<sup>th</sup> May, 2017

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

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

The minutes of the meeting of 24<sup>th</sup> April, 2017 were agreed. (The meeting planned for 2<sup>nd</sup> May had been cancelled due to non-availability of the Secretary General).

### **2. Matters Arising**

#### Haiti Report

MS to check on status of AAI report.

#### Affordable Childcare Scheme

A note on the legislation was provided to the Minister, and a further note is being prepared.

#### National Review Panel

Paper to be presented at a later date.

#### CES

The Department has written to CES regarding the conclusion of its three-year funding agreement, which expired at end-2016.

#### Tusla Child Welfare and Protection Strategy

Launch takes place on 22<sup>nd</sup> May. MB meeting rescheduled to 23<sup>rd</sup> May at 10.30 a.m.

#### Oberstown

Event now set to take place on 29<sup>th</sup> May. MB meeting rescheduled to 30<sup>th</sup> May at 2.30 p.m.

### **3. Brief Updates**

**DR** gave updates on (i) Head of Internal Audit post, (ii) HR [DCYA appointment], (iii) Finance [2018 Estimates], (iv) Tusla Agency Reform [DCYA meeting and Correspondence from Chair], (v) PfG Annual Report 2017, (vi) Quality and Assurance, (vii) Tusla Correspondence [Performance Review], and (viii) Miesian Plaza.

- Quality and Assurance – L. Hynes to engage with M. Clarke re: GALs.

**BM** provided updates on (i) Affordable Childcare Scheme [Legislation, Public Information Campaign, OGCIO Peer Review and Pobal], (ii) Access and Inclusion Model [Applications], (iii) Independent Review of Costs, (iv) Early Years Operations, (v) Early Years Inspectorate, (vi) Early Years Governance, (vii) Research and Evaluation [GUI], (viii) Focused Policy Assessment, (ix) Youth Affairs Post [DCYA appointment], (x) Youth Affairs Operations, and (xi) Participation.

- Early Years Governance – BM to provide note and file to FL.

**EF** gave updates on (i) Children First, (ii) Guardians *ad litem*, (iii) Child Poverty, (iv) Child Health, (v) Performance Framework, and (vi) CRA AGM.

- Performance Framework – EF to bring a paper to the MB meeting of 23<sup>rd</sup> May.

MS provided updates on (i) Oberstown Event [29 May], (ii) Youth Justice [University of Limerick], (iii) AAI Seminar [Information and Tracing], (iv) AAI Haiti visit, (v) Adoption Bills, and (vi) Commission of Investigation [Mother and Baby Homes],

- Youth Justice [University of Limerick] – MS to bring Progress Report to an MB meeting for information.

#### **4. Children First Oversight Group Meeting on 28<sup>th</sup> April 2017**

Marie Kennedy joined the meeting and updated on progress. The draft guide is close to completion, with final comments requested, in advance of submission to the MB for sign-off and roll-out to the whole Department. A related protocol for all DCYA staff on communication of child welfare and protection concerns is being prepared. The arrangements for communicating concerns to Tusla needed to be reiterated to the Agency, based on PAD as a central point.

MB members were encouraged to ensure representation from within their Divisions at Group meetings.

- FL to raise the processing of child protection concerns with the Tusla CEO.

#### **5. Senior Management Team Meeting on 5<sup>th</sup> May 2017 and Related Issues**

It is intended that the full SMT will meet on the first Friday of each month. Potential resources for the SMT were discussed. An email is to issue to Principal Officers this week seeking expressions of interest to participate on an initial sub-group that would make proposals regarding a process for the organisational review. It was proposed that a work plan for the next few months should be agreed, with potential topics for discussion including the Child Care Act review, and the Early Years Strategy.

#### **6. DCYA PMDS**

FL highlighted CSMB-wide concerns about PMDS compliance for 2016. While DCYA performance had improved, it remained below the average for all Departments. It was agreed that MB members would examine the data relating to their areas for further consideration by MB. HR would supply any further relevant analysis.

#### **7. For Noting**

- (ii) FOI – Appeal [considered by EF] to be noted re: Aine Doyle.
- (iii) Communications – FL will recirculate note re: preparation of PQs. AS to check re: revised date for BOBF event.
- (iv) Government Memos – BM to update re: Affordable Childcare Scheme.

#### **8. AOB**

##### **Section 3 of Child Care Act**

EF reminded colleagues of the need to notify her Division of any implications for section 3 arising from a recent high profile case.

### Town Hall Meeting

- Dates in June (22<sup>nd</sup> and 29<sup>th</sup>) and July (6<sup>th</sup>) to be checked for venue availability. DR to talk to EF about the circulation of a 'Survey Monkey' to ascertain staff feedback on Town Hall meetings.

### HR Issues

Recruitment, higher scale awards and protected disclosure were discussed.

### **9. Next Meeting**

The next meeting will take place on Monday 15<sup>th</sup> May, 2017 at 10.30 a.m.