



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING HELD ON THE 25TH OF NOVEMBER 2016 AT 8.00AM		
BRUNEL BUILDING, HEUSTON SOUTH QUARTER		
Present	Norah Gibbons	Chair
Present	Gary Joyce	Deputy Chair
Present	Emer Egan	Board Member
Present	P.J. Fitzpatrick	Board Member
Present	Sylda Langford	Board Member
Present	Rory O'Ferrall	Board Member
Present	Noelle Spring	Board Member
Present	Paul White	Board Member

In Attendance	Fred McBride Cormac Quinlan Noel Kelly Pat Smyth Colette Walsh Brian Lee Kay Keilthy	Chief Executive Officer Director of Policy and Strategy (Interim) Director of Education Welfare Services Director of Finance Director of HR Director of Quality Assurance Board Secretary
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SIGNED: Norah Gibbons DATE: 16 December 2016

CHAIRPERSON

1	Declarations of Interest	
1.1	None	
2	Minutes of the 27th October 2016	
2.1	The Minutes of the Board meeting held on the 27th October 2016 were approved by the Board and signed by the Chair.	
3	Action Log/Matters Arising	
3.1	The Board noted the Action Log as of the 27th of October 2016.	
4	CEO Report	
4.1	The Board noted the CEO's Report for November 2016.	
4.2	The CEO updated the Board on the draft Performance Statement 2017 and advised that mandatory reporting as provided for in the Children First Act would now be implemented in 2017.	
4.3	An advanced version of the Business Plan 2017 will be made available to the Board for the December 16th Board meeting.	
4.4	Tusla confirmed that it will support any government initiative in relation to the humanitarian crisis in Calais and recommended that the relocation of children be undertaken under the governance of the existing Irish Refugee Protection Programme.	
4.5	The Chair and the CEO updated the Board on their meeting with the Council of Europe Commissioner of Human Rights. The Commissioner raised concerns in regarding the withdrawal of funding and supports in relation to Traveller and Roma children.	
4.6	The Chair requested to be included in HIQA's Governance Review feedback.	
4.7	Tusla's Crisis Communication Plan to come to the Board when finalised.	
4.8	The Board requested that the key priorities identified in the PMO consolidated implementation plan should come before the Board at the December Board meeting.	
5	Organisational Structure	
5.1	The Board approved the final update in relation to Tusla's Organisational Structure Reform Programme. The next phase of the process is to seek DCYA approval for the posts, grade VIII and above, identified in the new structure	
6	Estates	
6.1	The Board approved additional funding in relation to the Ballydowd Special Care Unit project in respect of change orders in the amount of €1,411,298 excl vat.	
6.2	The Board approved the additional funding in relation to the Crannog Special Care Unit project in the amount of €1,044,690 excl vat. The additional funding has been identified in the 2017 Capital Allocation	
6.3	The Board approved the granting of a licence to Limerick City Council for the use of the Tusla premises at 21 -33 Edward Street, Limerick for the provision of accommodation for its Winter initiative for its Homeless Service.	
6.4	The Board approved the recommendation for Tusla to enter into a licence agreement with Limerick City Council for their premises at Phoenix Lodge, Limerick.	
6.5	It is proposed to charge the Council a €10 licence fee for the premises at Edward Street and Tusla in turn will pay a similar fee to the Council for the use of their premises, Phoenix Lodge. All costs associated with the move will be borne by the Council.	
6.6	The Chair of the QA & Risk Committee advised that the QA & Risk Committee had noted the need for a stronger structure in relation to Estates. The Board requested the CEO to review the structure and approval process within the Estates function.	
7	National Adoption Service: Progress Report <i>Cormac Quinlan, Interim Director of Policy & Strategy joined the meeting</i>	
7.1	The Board noted the progress in the development of the National Adoption Service and the impact of the Adoption Amendment Act 2016 and the Information and Tracing Bill on future developments	

	of the service and the challenge to implement the proposed legislation in a time of limited resources.	
	<i>Cormac Quinlan, Interim Director of Policy & Strategy left the meeting</i>	
8	Education Welfare Services Presentation <i>Noel Kelly, Director of Education and Welfare Services, joined the meeting</i>	
8.1	The Board noted the Education Welfare Services Report and Summary report identifying priority actions and further noted the implications of the reference to the Deis review in the draft Performance Statement for Tusla 2017 for the future development of its work.	
8.2	The Board noted the discussion paper on the School Completion Programme – Employment Options. The Board approved in principle the need to address the inconsistent governance and employment practices identified in the School Completion Programme. The Director of EWS to revert to the Board with scoped out plan of proposed solutions.	
	<i>Noel Kelly, Director of Education and Welfare Services, left the meeting</i>	
9	Financial Performance and Outturn Report October 2016 <i>Pat Smyth Director of Finance, joined the meeting</i>	
9.1	The Board noted the Financial Performance Outturn for October 2016 and the Financial Performance for year end.	
9.2	Additional funding received from the Department to the value of €1.4 million will issue to the Family Resource Centre programme by year end.	
9.3	The C & AG published its report on the GAL service. The Board requested an examination of the GAL service with a view to improving the quality of the service and enhancing governance arrangements.	
	<i>Pat Smyth Director of Finance left the meeting</i>	
10	Employment Monitoring Report <i>Colette Walsh, Director of HR, joined the meeting</i>	
10.1	The Board noted the Employment Monitoring Report as at the 22nd October 2016.	
10.2	The Board requested paper showing a summary of the HR Strategy for the December Board meeting.	
11	HR – Recruitment Progress Report	
11.1	The Board noted the HR position on Recruitment and Talent Management as at 18th November 2016.	
	<i>Colette Walsh Director of HR, left the meeting</i>	
12	Performance Management Report September 2016 <i>Brian Lee, Director of Quality Assurance, joined the meeting</i>	
12.1	The Board noted the update on new and emerging risks for November 2016	
12.2	The Board noted the Monthly Performance and Activity Report for September 2016	
12.3	The Board noted the Integrated Performance and Activity Report Quarter 3 2016	
	<i>Brian Lee, Director of Quality Assurance left the meeting.</i>	
13	Board Committee update	
13.1	The Chair of the Q A & Risk Committee reported on issues raised by the Committee at its meeting on the 18th November 2016. The Committee noted the Review of the Rathmines Women's Refugee and made some observations regarding the recommendations within the draft report	
14	AOB	
14.1	The Chair of the Board confirmed the appointment of four new members to the Board as of the 1st of January 2017.	
14.2	Outgoing Board members agreed to meet with new Board members as part of their induction process.	