



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING		
24 th APRIL 2015 AT 8.00AM		
BRUNEL BUILDING, HEUSTON SOUTH QUARTER		
Present	Norah Gibbons Gary Joyce P.J. Fitzpatrick Noel Kelly Sylva Langford Ita Mangan Gary Ó Donnchadha Noelle Spring	Chair Deputy Chair Board Member Board Member Board Member Board Member Board Member Board Member Board Member
Apologies	Rory O'Ferrall	Board Member

In Attendance	Gordon Jeyes Pat Smyth Paul Harrison Eibhlin Byrne Brian Lee Kay Keilthy	Chief Executive Officer Director of Finance Director of Policy & Strategy Director of Education Welfare Services Director of Quality Assurance Board Secretary
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SIGNED: Norah Gibbons DATE: 26/6/2015
CHAIRPERSON

1.0	Declarations of Interest	
1.1	None	
2.0	Minutes of the 27th March 2015	
2.1	Minutes of the Board meeting held on the 27 th March 2015 were approved and signed.	
3.0	Matters Arising	
3.1	Tusla's Head of Legal post is currently vacant. The recruitment process has commenced and is currently at the interview stage.	
3.2	The Board requested a HR Strategy be completed and noted that in view of resource constraints external support likely to be required.	
3.3	The Draft Capital Plan 2015-2017 has been submitted DCYA for discussion.	
3.4	The CEO informed the meeting that Tusla is currently engaged in constructive discussions regarding its ICT requirement with Department of Public Expenditure and Reform.	
3.5	The Board noted that the Supreme Court was scheduled to make its judgement in relation to the overturning of the results of the 2012 Children's Referendum on the 24 th April.	
4.0	Finance	
4.1	The Director of Finance presented a Revised Cost Containment Plan with an assessment of the implementation status of cost containment targets set out in the Business Plan 2015. The Board requested the Executive bring a detailed cost containment plan to the May board meeting outlining the steps required to ensure a balanced budget for 2015.	
4.2	Director of Finance presented the Draft Annual Financial Statements (AFS) 2014. The C & AG had nothing significant to report in relation to the AFS 2014 having completed their the audit field work. The C & AG are scheduled to meet with the Audit Committee regarding the audit and AFS 2014 on the 14 th May 2015. The Audit Committee will review the updated draft of the AFS 2014 on the 14 th May 2015.	
4.3	Director of Finance to circulate the following AFS 2014 appendices : <ul style="list-style-type: none"> • Section 56 Grant Arrangements • Schools Completion Programme Grants • Family Resource Centre Grants • Family Support Service Counselling Grants 	
4.4	The Board formally adopted Tusla's Financial Regulations which have been implemented since the establishment of the Agency on the 1 st of January 2014. The adoption of Tusla's Financial Regulations was proposed by PJ. Fitzpatrick and seconded by G. Joyce.	
4.5	The Board requested the Executive to report to the Board that the Agency is compliant with the Department of Finance's Public Sector Pay Policy.	
4.6	The CEO to write to DCYA to seek derogation from the requirements of Circular 13/2014- Management of and Accountability for Grants from Exchequer Funds.	
4.7	The Board requested the Chief Operations Officer to present a business case for enhancing Tusla's fostering service in order to reform and produce efficiencies in the system.	
5.0	Draft Annual Report 2014 Paul Harrison, Director of Policy joined the meeting	
5.1	Director of Policy and Strategy distributed Version 4 of the Annual Report 2014. The Board approved the outline and format of the Annual Report.	
5.2	The Board noted that the Director of Policy was due to retire in May and thanked him for all his work with the Agency. Paul Harrison, Director of Policy & Strategy left the meeting	

6.0	Education Welfare Services Report <i>Eibhlin Byrne, Interim Director of Education Services joined the meeting</i>	
6.1	The Interim Director of Education Services presented a paper putting forward a proposed structure of Tusla Education. The Board agreed that the creation of an integrated education welfare service operating under a matrix management structure (option 2) presented the best option. The Interim Director agreed to revert to the Board with a communication plan in relation to the implementation of option 2. <i>Eibhlin Byrne, Interim Director of Education Services left the meeting</i>	
7.0	National Review Panel <i>Brian Lee, Director of Quality Assurance joined the meeting</i>	
7.1	The Board noted the National Review Panel protocol for the submission of reports to the Child and Family Agency.	
8.0	Performance Reports	
8.1	The Board noted the monthly performance and activity dashboard for February 2015 and acknowledged the work of the Director of Quality Assurance and his team.	
8.2	The Board requested absence figures to be broken down to show residential services separately.	
8.3	The Board noted the Employment Monitoring report for March 2015.	
9.0	Unallocated Cases Analysis – Report	
9.1	The Director of Quality Assurance advised that the National Review of Cases Awaiting Allocation Report 2015 was nearing completion. A copy of the Report is scheduled to be submitted to the Minister.	
10.0	Sub- Committee Updates	
10.1	The Board noted the Audit Committee minutes of the 6 th March 2015.	
10.2	The Board agreed to re-table the Code of Governance for the May board meeting.	
11.0	CEO Report	
11.1	The CEO distributed at the meeting a copy of Communication, Collaboration and Accountability protocols between Tusla and DCYA signed off by Senior Management Team.	
12.0	AOB	