



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING HELD ON THE 26 TH JUNE 2015 AT 8.00AM		
BRUNEL BUILDING, HEUSTON SOUTH QUARTER		
Present	Norah Gibbons Gary Joyce P.J. Fitzpatrick Gary Ó Donnchadha Noelle Spring	Chair Deputy Chair Board Member Board Member Board Member
Apologies	Noel Kelly	Board Member
Apologies	Sylda Langford	Board Member
Apologies	Rory O'Ferrall	Board Member
	Vacancy	Board Member

In Attendance	Fred McBride Mark Yalloway Colette Walsh Pat Smyth Gerard McKiernan Kay Keilthy	Chief Operations Officer National Manager, Quality Assurance Director of HR Director of Finance Director of Change Management & Special Projects Board Secretary
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SIGNED: Norah Gibbons DATE: 31/7/2015
CHAIRPERSON

1.	Declarations of Interest	
1.1	None	
2.	Minutes	
2.1	The Minutes of the board meeting held on the 29 th May were approved and signed.	
3.	Matters Arising	
3.1	Covered under agenda	
4.	Special Measures/Rapid Change Project	
4.1	The Chief Operations Officer presented an update on the rapid improvement measures implemented in the Midlands and Louth/Meath areas.	
5.	Performance Reports <i>Mark Yelloway, National Manager, Quality Assurance joined the meeting</i>	
5.1	The Board noted the monthly performance activity data dashboard for April 2015.	
5.2	The board requested an information session on education welfare services activity in relation to 'Brief Interventions'.	
5.3	The board requested the executive to identify monthly performance activity data measures benchmarked against the business plan and to include where possible measures which can be benchmarked against comparable jurisdictions.	
6.	Business Plan Update	
6.1	The Board noted the implementation plan in relation to the Business Plan 2015 Quarter One Priorities.	
7.	Residential Provision	
7.1	The Board noted the children's residential services briefing paper. The paper identified key issues facing Children's Residential Services and outlined the direction of travel options.	
8.	Private Fostering	
8.1	The Board noted the paper on the policy and practice challenges facing the development of foster care as part of an overall alternative care strategy.	
9.	HR Strategy – Colette Walsh, Director of HR, joined the meeting	
9.1	The board noted the Human Resources Paper on People Strategy.	
9.2	The Board recommended the procurement of external support to assist with the HR strategy.	
9.3	The Board was updated in relation to on-going discussions with the National Recruitment Service (NRS) in respect of service provision and the current recruitment campaign for Tusla social work staff.	
9.4	The Board noted the Employment Monitoring Report for May 2015	
9.5	The Board noted that the Agency was currently in negotiations with the Unions in relation to a formal staff performance appraisal system.	
10.	Finance – Pat Smyth, Director of Finance joined the meeting	
10.1	The board noted the Financial Outturn for the year to May 2015 and the Financial Performance Report May 2015.	
10.2	The Board was briefed on discussions with the Minister, his Officials and the Chair and Tulsa Executives and separate discussions with the Executive and the Department at which the Board's concerns in relation to the implications of the cost containment measures presented at the last board meeting to enable the board contain expenditure within the approved budget were fully discussed. The Board noted that the Minister and the Department are fully aware of the implications of the cost containment measures and the implications of not implementing these and the on-going	

	<p>dialogue with the Department in relation to the Agency's 2015 finances. The Board reiterated its request that a robust Business Case be submitted to the Department as part of the 2016 Estimates. Notwithstanding these discussions the Board restated the importance of ensuring savings continue to be achieved wherever possible and that there must be no complacency in relation to this. The Board requested that expenditure continue to be strictly controlled.</p>	
10.3	The Director of Finance updated the Board on the end of year processes and C & AG's Certificate of Compliance.	
11.	Estates – <i>Gerry McKiernan, Director of Special Projects, joined the meeting</i>	
11.1	The board approved the recommendation to the award of contract to Townlink Construction Ltd in respect of capital works at Ballydowd Special Care Unit.	
11.2	The board approved the recommendation to enter into a lease agreement with Premier Care Centre, Knockrobin, Wicklow for the provision office/service accommodation in Wicklow town.	
11.3	The board approved the recommendation to enter into a lease agreement for additional office/service accommodation and car parking spaces at the Ground Floor, Brunel Building, Heuston South Quarter, Dublin 8.	
11.4	The board approved the recommendation to the award of contract to Duggan Brothers Ltd for capital works at Cranog Nua, Protrane.	
12.	Sub Committees Update	
12.1	The Board noted the Remuneration and Succession Committee minutes held on the 18 th December 2014 and the draft minutes of the 5 th June 2015.	
13.	COO Report	
13.1	The COO advised the Board that Tusla welcomed the proposed HIQA Governance Review and would be requesting details of the scope and timeline in relation to the review.	
14.	AOB	
14.1	The meeting noted the current vacancy on the Board.	
14.2	The Chair advised that the Agency had received three quotes in relation to the Board Evaluation Review.	

