



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY
MINUTES OF BOARD MEETING HELD ON THE 30TH JUNE 2017 at 8.30am
BRUNEL BUILDING, HEUSTON SOUTH QUARTER

Present	Norah Gibbons	Chair
Present	Gary Joyce	Deputy Chair
Present	P.J. Fitzpatrick	Board Member
Present	Aine Hyland	Board Member
Present	Deirdre Kiely	Board Member
Present	Pat McLoughlin	Board Member
Present	Rory O'Ferrall	Board Member
Apologies	Tony Rodgers	Board Member
Present	Paul White	Board Member

In Attendance	Jim Gibson Eoin Sheridan Fergus O'Cunachain Brian Lee Kay Keilthy	Chief Operations Officer GM Finance Head of ICT Director of Quality Assurance Board Secretary
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SIGNED: Norah Gibbons DATE: 28/7/2017

CHAIRPERSON

1	Declarations of Interest
1.1	None
2.	Minutes of the 26th May 2017
2.1	The Minutes of the 26 th May 2017 were approved by the Board and signed by the Chair.
3.	Action Log/Matters Arising
3.1	The Board reviewed the action log and the following updates on actions not included on agenda were noted:
3.2	The date for the ODRS Committee Meeting to be agreed and included on action log.
3.3	Report on SCP to come to the Board at the July Board meeting. The Board requested information on the number of children suspended from school.
4.	CEO Report
4.1	The Acting CEO presented the CEO's report for June 2017 providing an update on the current inquiries/investigations and on the attendance by the Executive at the Joint Oireachtas Committee meeting on Children and Youth Affairs held on the 21 st June 2017.
4.2	The Board expressed concern that work on the number of Inquiries may impact on the work of the Agency.
4.3	The Board requested that the proposed change in relation to the organisational structure should go to the ODRS committee in first instance and then to the Board.
4.4	The Board discussed their early involvement in shaping the Corporate Plan 2018-2020. A Board workshop to be planned to agree key theme objectives and priorities.
5.	ICT Strategy 2017 – 2019 <i>Fergus O'Cuanacháin, ICT Director, joined the meeting</i>
5.1	The Board noted Mr. O'Cuanacháin's appointment as ICT Director and welcomed him to the Board meeting.
5.2	The Board noted the update on the progress in developing and implementing an ICT strategy for Tusla. <i>Mr O'Cuanacháin left the meeting.</i>
6.	Estates
6.1	The Board expressed concern that the appropriate resources were not in place to manage the Agency's Estates function. It was agreed that a suitably qualified person needed to be in place to provide a strategy to the Board on how the agency's accommodation needs are met in the short, long and medium term.

6.2	The Board reiterated the need for an accommodation strategy as a matter of urgency and asked for a report on the revenue costs in relation to leases.
6.3	The COO provided the clarification requested at the May 26 Board meeting in relation to the Governance arrangements of MystyCroft who successfully tendered for the provision of services in relation to separated children seeking asylum. The
6.4	Board accepted the clarification provided. The Board requested that the quality of services provided for unaccompanied minors should be monitored by Tusla's QA Directorate.
6.5	The Board approved the recommendation to enter into a lease agreement for accommodation at Southgate Shopping Centre, Colpe, Cross, Drogheda, Co. Louth. The Board requested a list of Directors and confirmation of the number of designated car park spaces.
6.6	The Board requested a comprehensive report in relation to the update of Tusla's transport fleet.
6.7	The Board approved the recommendation to enter into a lease for accommodation at Athy Primary Care Centre conditional on costs as previously agreed.
6.8	The Board noted the additional costs associated with Portrane and Ballydowd capital projects. The Board re-affirmed that all capital project runs must be approved by the Board in advance.
6.9	The Board approved the recommendation to enter into a lease for accommodation at unit 4, Shannonside Retail Park, Dublin Road Carrick on Shannon on May 26 2017 subject to receipt of a value for money report. The Board noted the value for money report in relation to the above.
7.	Quality Assurance <i>Brian Lee, Director of Quality & Assurance joined the meeting</i>
7.1	The Board discussed the national performance and activity dashboard for April 2017. For the purpose of consistency the Board requested the Executive not to include the category 'Active on Duty' as part of the monthly performance data. 'Active on Duty' data when fully validated will be shared with the DCYA.
7.2	The Board requested that the monthly performance data sets should come to the Board for review prior to issuing to the Department. This will require a review of the Communications, Collaboration and Accountability Protocol between DCYA and Tusla. The CEO to discuss with Secretary General, DCYA the sharing of monthly data sets with the Department after they have been reviewed by the Board.

7.3	The Board requested the COO to write to An Garda Síochána seeking formal confirmation that they are unable to provide access to identifying information regarding the 91 cases referred to in the Audit of the exercise by An Garda Síochána of the provisions of Section 12 of the Child Care Act 1991, prepared by Dr. G. Shannon. The Board requested the CEO to write to Dr. Shannon to advise of the difficulty.
7.4	The Board noted the Annual Report 2016. The Annual Report was submitted the Minister in accordance with Section 13 of the Child and Family Agency Act 2013 on the 16 th June 2017 <i>B. Lee left the meeting.</i>
8.	Finance <i>Eoin Sheridan, GM – Finance joined the meeting</i>
8.1	The Board noted the Tusla Financial Performance Report for the period to May 2017 and the main financial risks for 2017.
8.2	The Board raised concern in relation to the increasing Travel and Subsistence spend and requested a combined report by Operations and Finance to determine the cause. The report to be submitted to the Audit Committee for review at the Audit Committee meeting in September 2017.
8.3	The Board requested a report on capital projects showing the full project spend.
8.4	The Board requested an update on the delivery of psychology services and the new psychology services model.
8.5	The Board noted the AFS 2016 and the audit certificate which raised issues in relation to non- competitive procurement and monitoring and oversight of grant aided organisations.
9.	AOB
9.1	The Board approved the appointment of Jim Gibson, COO as the acting CEO for the period 27 th June 2017 to the 11 th July 2017.
9.2	A letter from the Minister in relation to the Audit of the exercise by An Garda Síochána of the provisions of Section 12 of the Child Care Act 1991, prepared by Dr. Geoffrey Shannon was distributed at the meeting. The Board considered the proposal outlined by the Minister and decided that the proposal would be undertaken and charged the executive to commission a suitable body/person to carry out the research.
9.3	The Board discussed a request from an ex-employee, who has been named as a defendant in a case, for indemnification for actions taken in line with contractual obligations. The Chair agreed to seek legal advice on the matter and revert to the Board.

10.	Special Enquiry Committee - update
	The Board approved the terms of reference for the Special Committee of Inquiry In order to maintain an arm's length investigation into the protected disclosure the Special Committee of Inquiry will be updated as and when necessary through Arthur Cox

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