



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY
MINUTES OF BOARD MEETING HELD ON THE 29TH SEPTEMBER 2017 at 10.15am
BRUNEL BUILDING,

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	Fred McBride Jim Gibson Helena Hanna Cormac Quinlan Kay Keilthy	Chief Executive Officer COO Acting Director of Finance Director of Transformation and Policy Board Secretary
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SIGNED: Norah Gibbons DATE: 26/10/2017

CHAIRPERSON

1.	Presentation The Board welcomed Dr . Shannon, Special Rapporteur on Child Protection to the Board meeting. Dr. Shannon gave a presentation on the Child Care Act 1991 and identified a number of amendments to the legislation which would impact positively on the work of Tusla.
2	Declarations of Interest
2.1	None
3.	Minutes of the 28th July 2017
3.1	The Minutes of the Board meeting held on the 28 th July 2017 were approved by the Board and signed by the Chair.
4.	Action Log/Matters Arising
4.1	The Board reviewed the action log as at the 28 th July 2017. Information requested by the Board at the July Board meeting in relation to Education Welfare Services will be provided at the October Board meeting.
4.2	The CEO advised the Communications, Collaboration and Accountability Protocol was currently being reviewed by the Head of Communications.
4.3	An information session on the Signs of Safety to be scheduled with the Board as soon as practicable.
4.4	Tusla's action plan in relation to Section 12's is near to completion. The final action plan will issue to Board.
4.5	In accordance with the Agency's protocol for taking decisions between meetings the following decisions taken by the Board on the 17 th August 2017 in relation to legal procurement services – lot 20 and lot 21:
4.6	Following a procurement and tendering process the Board approved the appointment of Beauchamps (Lot 20) as the Agency's corporate law service provider.
4.7	A member of the Board declared a potential conflict of interest in relation to the appointment of the Agency's corporate law service provider and abstained from the deliberating and decision making process in relation to the matter in accordance with section 10 of the CFA Act 2013
4.8	Following a procurement and tendering process the Board approved appointment of Mason Hayes & Curran (Lot 21) as the Agency's employment law service provider.
4.9	In accordance with the Agency's protocol for taking decisions between meetings the Board approved on the 17 th August 2017 the purchase of a vehicle replacement fleet under the OGP contract.
5	Sub Group Reports

5.1	The Board noted the draft minutes of the ODRS meeting held on the 31 st August 2017
6.	CEO Report
6.1	The CEO presented his report as at the 29 th September 2017 including an update on the Inquiry Office, Estimates Process, corporate plan, SCP expert panel and communications activity.
6.2	HIQA agreed to defer investigations in respect of Donegal and Cavan/Monaghan until the involvement of these teams in the Tribunal has been concluded.
6.3	A revised version of the Survival to Sustainability III Foundation for Transformation document submitted to DCYA as part of the Estimates process will issue to Board members once all revisions have been incorporated .
6.4	Following a procurement and tendering process PWC was awarded the contract to work with Tusla to develop the Corporate Plan 2018 -2020.
6.5	A full report on the Expert Panel and School Completion Programme will be available for the October Board meeting.
7.	Estates <i>Paul Hayden, Head of Estates joined the meeting</i>
7.1	The Board approved the proposal to procure Floors 6 – 11 , Brunel Building, HSQ to accommodate the planned corporate structure. <i>Paul Hayden, Head of Estates left the meeting</i>
8.	Psychology Services – Update
8.1	The Board noted the paper providing an update on the development of Tusla therapy services.
9.	Report on Cranog Nua, Special Care Unit
9.1	The Board noted the paper providing an update on the progress of Carnog Nua, Special Care Unit.
10.	Performance Management Report June/July 2017
10.1	The Board noted the National Performance and Activity Dashboard (July 2017).
11.	Q2 2017 Quarterly Service Performance and Activity Report
11.1	The Board noted the high level summary of performance and activity for Q2 2017 as presented in the Q" 2017 Integrated and Performance Activity Report.
12	Risk & Assurance Report - September 2017
12.1	The Board noted the update on key risks and emerging risks to the agency as at September 2017
13	Risk – Report – Commencement of Mandatory Reporting
13.1	The appointment of N. Gibbons as a member of the Quality Assurance and Risk committee was proposed by A. Hyland, seconded by P. McLoughlin and approved by the Board.
13.2	The Board reviewed the paper outlining the key risks to the Agency regarding the commencement of mandatory reporting under Children First Act 2015.

13.3	The Board noted the Minister's decision as detailed in her letter of the 21 st September to make the commencement order to take effect by year end 2017.
13.4	The Board expressed full commitment to the intent of the Children First Act 2015 and their full support of government policy to increase provisions in law that enhance the protection of children in Irish society. However, the Board did raise concerns associated with the timing of the introduction in particular the readiness and capacity of the Agency to respond to the expected impact of mandatory reporting based on the current commencement date of December this year. The Board requested the Chair to write to the Minister outlining the Boards concerns and ask for consideration to be given to postpone making the commencement order until the relevant systems are in place.
14	Financial Performance and Outturn Update – August 2017 <i>Helena Hanna, Acting Director of Finance joined the meeting</i>
14.1	The Board reviewed the Financial Performance and Outturn update as at August 2017. A break even financial position is forecast at the end of the year based on an accrual/prepayment basis.
15	Report on Revenue Cost of Leases
15.1	The Board noted the paper on the revenue cost of leases 2017 and requested detailed monitoring of the revenue cost of leases going forward. <i>Helena Hanna, Acting Director of Finance left the meeting</i>
16	AOB
16.1	None