



An Ghníomhaireacht um  
Leanaí agus an Teaghlach  
Child and Family Agency

CHILD AND FAMILY AGENCY			
MINUTES OF BOARD MEETING HELD ON FRIDAY 24 JANUARY 2020			
Raddison Blu, Golden Lane, Dublin 2			
BRUNEL BUILDING, HSQ, DUBLIN			
Attendance	Name	Initials	Role
Present	Pat Rabbitte	Chair / PR	Chairperson
Present	Anne O'Gara	AOG	Deputy Chair
Present	Charles Watchorn	CW	Board Member
Present	Liam Irwin	LI	Board Member
Present	Deirdre Kiely	DK	Board Member
Present	Avril McDermott	AMcD	Board Member
Present	Paul White	PW	Board Member/Chair of Organisational Development Committee
Dialled In	Sean Holland	SH	Board Member/ Chair of Service & Quality Committee
Present	Patricia Doherty	PD	Board Member

In Attendance	Emma Dodrill Kay Keilthy	Board Administrator Board Secretary
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SIGNED: Pat Rabbitte

CHAIRPERSON

DATE: 31<sup>ST</sup> Jan 2020

It was noted that a quorum was present and the Board meeting was duly convened

**1. New Board Members**

The Chair of the Board welcomed Charles Watchorn and Patricia Doherty to their first meeting of the Tusla Board

**2. Chair - Update**

The Chair updated the meeting on recent correspondence received.

**3. Board Annual Planning & Reporting Scheme**

The Board Secretary presented the Board Annual Planning & Reporting Scheme for 2020. The Scheme provided for an annual Board workplan including timelines and dependencies. The purpose of the Scheme was to ensure the Tusla Board receive the requisite information, on time and in the right format to ensure good governance and compliance with statutory requirements and the Code of Practice for the Governance of State Bodies 2016. The Scheme introduced a new Board Cover Sheet Template, standard Board Paper Format, standard Committee report to Board and Guidelines on the production of Board and Committee Papers.

The Board welcomed and approved the Annual Board workplan and the introduction of the standardised templates. The implementation of the Planning & Reporting Scheme will be monitored throughout the year to support continuous service improvement.

The Guidance on the Production of Board/Committee Papers will be reviewed by the Board at the January 31 meeting.

**3. Board Effectiveness Evaluation**

The Chair having reviewed the responses to the self-assessment questionnaire noted the Board member's overall satisfaction. The Chair led the discussion on the key issues/comments arising from the questionnaire

Key issues/comments discussed included:

Board members recognised the positive working relationship between the Minister and the Chair of the Board. The Board determined to continue to assert the challenges faced by the Agency, in particular regarding adequate resources, at the regular quarterly meetings with the Minister

The reconfiguration of the sub committees, following its 2018 Board Evaluation, was helpful in refocusing the roles and responsibilities of the Board and its Committees. The Board agreed to monitor the work of the Committees throughout 2020.

It was noted that there is a good balance of skills and experience on the Board and the appointment of two additional Board members was welcomed, when amended legislation allows.

The Board should reflect when it comes to decision making to ensure that decisions are aligned with the Agency's mission and vision.

Board members acknowledged the complexity of the organisation and the breath of its remit. The Board was of the view that it would be beneficial to members, particularly at the induction phase, to receive information from a range of sources, reflecting the full spectrum of the Agency's remit. The Board recommended inviting external stakeholders to present to the Board on the work they undertake on behalf of Tusla.

The Board discussed its role in the Agency's strategy development and welcomed the early opportunity to review the strategic planning process with a paper on the outline of the Corporate Plan 2021 – 2023 scheduled for 31 January meeting. The members of the Board expressed the view that the Board should proactively advocate for change, in particular legislative changes, which will improve service delivery and outcomes for children and families.

#### 4. AOB

None