



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

| CHILD AND FAMILY AGENCY | | | |
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| MINUTES OF BOARD MEETING (VIA CONFERENCE CALL) HELD ON FRIDAY, 27 MARCH 2020 AT 12.00 | | | |
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| Present on Call | Name | Initials | Role |
| Present | Pat Rabbitte | Chair / PR | Chairperson |
| Present | Anne O’Gara | AOG | Deputy Chair |
| Present | Charles Watchorn | CW | Board Member/ Chair of ARC |
| 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 ODC |
| Present | Sean Holland | SH | Board Member/ Chair of SQC |
| Present | Patricia Doherty | PD | Board Member |

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| Present on Call | Bernard Gloster Pat Smyth Emma Dodrill Kay Keilthy | Chief Executive Director of Finance Board Administrator Board Secretary |
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SIGNED:

CHAIRPERSON

DATE: 24th April 2020

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

1. Opening Remarks

- 1.1 The Chair thanked the Board members for their attendance at the meeting. The meeting was planned as a special purpose meeting to review strategy, however due to the Covid-19 crisis the strategy session was postponed. The purpose of meeting today was to provide the Board with an update on the Agency's management of the current public health crisis and discuss connected statutory compliance requirements in particular the Annual Financial Statements and Statement of Internal Control.
- 1.2 The Chair brought to the attention of the Board Section 6 of the Board's Protocol and Standing Orders which states that the Board in exceptional circumstances may seek approval on significant or operational matters between board meetings via email.

2. CEO update

- 2.1 A briefing document on the Agency's management of Covid-19 and estimated additional costs was distributed in advance of the meeting.
- 2.2 The CEO reported on the governance structure in place for the purpose of Covid-19 and the Agency's appropriate prioritisation of focus on key protective and care services.
- 2.3 The CEO identified the following three critical service areas and non- service areas:
 - Front line critical child protection including out of hours
 - Children in Care Management /support
 - DSGBV
- 2.4 The key non service areas included finance and workforce management.
- 2.5 The Board noted the estimated additional cost relating to Covid-19.
- 2.6 The CEO is currently focussed on the safety of the operational system. The Agency as a consequence of increasing risks associated with Tusla's priority areas may need to broaden its risk appetite.
- 2.7 The Board raised a number of issues with the CEO in the context of Covid-19 including the need for legislative changes, resistance measures in relation to SMT, scenario planning and the impact on Tusla funded agencies cash flow. The CEO will keep the Board updated on the issues raised as circumstances evolve.
- 2.8 The Board thanked the CEO and members of the Executive for their ongoing work in the management of Covid-19. On behalf of the Board the Chair agreed to issue a message of thanks and support to all staff.

3.0 Statutory Compliances Requirements and Covid-19

- 3.1 The Director of Finance reported on the process / timeline required in relation to the 2019 Annual Financial Statements (AFS). The AFS and Statement of Internal Control (SIC) are required to be signed off by 31 May 2020. The ARC will review the 2019 draft AFS and SIC at its meeting on the 3 April 2020 after which they will be

submitted to the C&AG. The 2019 AFS and SIC will be prepared on the basis of the previous year. The SIC will include some additional non-financial risks as identified by the Data Protection Commissioner and the Expert Assurance Group. Due to work restrictions imposed by Covid-19 the C&AG will not be in a position to complete its 2019 audit. This will be reflected in its overarching opinion in its 2019 audit certificate and may be dealt with as part of its 2020 audit.

- 3.2 The Chair of ARC stated a more comprehensive view of risk may need to be taken, however this will require a multi-year approach starting with a road map of areas that need work.
- 3.3 It was the view of the Board that in the context of the current public health crisis the Agency should prepare the AFS and SIC based on the previous year, focus on maintaining its relationship with the C&AG and comply with its statutory timelines.

Ends.