



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY			
MINUTES OF BOARD MEETING			
HELD VIA VIDEO CONFERENCE ON FRIDAY 26 June 2020			
Attendance	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

In Attendance	Bernard Gloster	Chief Executive
In part	Pat Smyth	Director of Finance
	Cormac Quinlan	Director of Policy & Transformation
	Brian Lee	Director of Quality & Services
	Emma Dodrill	Board Administrator
	Kay Keilthy	Board Secretary

SIGNED: _____

DATE: 30th July 2020

CHAIRPERSON

Start (10:30)

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

1. Apologies

None

1.1 Declarations of Interest

No conflicts of interest relating to the Board agenda items were declared.

1.2 Minutes of the Board Meetings held on 29 May 2020

The minutes of the Board Meeting held on 29 May 2020 were considered and approved by the Board. *Proposed by L. Irwin Seconded by D. Kiely*

1.3 Matters Arising

The Board noted the status of the Action Log as of 29 May 2020. The Board requested the following action to be included on the Board Action Log:

- The 2020 Business Plan will be updated to show a due date and a revised due date for each action included in the Action Log.

1.3 The Board approved the proposed changes to the Board Minutes of 27 March 2020 where the minutes mistakenly recorded that the C&AG will not instead of may not be in a position to complete its 2019 audit and this may be reflected in its overarching opinion in its 2019 audit certificate.

2. Private Session

2.1 Redacted

The Chair of the Special Inquiries Committee updated the Board in relation to on-going investigation.

3. Outline of Strategic Objectives

3.1 The CEO presented a summary document providing a guiding framework, informed by the Board, by which the executive can engage in stakeholder engagement consultation. Stakeholder engagement will be informed through a series of draft statements to be utilised in developing the future strategy of the organisation. The Board agreed to schedule a special purpose Board meeting to discuss the draft statements of intention which will guide the strategic direction and inform the stakeholder engagement.

4. CEO Report

4.1 The CEO reported on activity and significant items of note since the last Board meeting. The CEO reported on two key areas:

1. Priority Core Business and
2. Management of Response to Covid-19.

- 4.2 Significant items of note under Priority Core Business included:
- Finance
 - HR
 - Data Protection
 - Notifications to AGS by the Agency
 - NRP Reports
 - NRP Issues
 - OCO
 - Structural Reform
- 4.3 The DCYA have engaged in respect of the core deficit position and are requesting further cost containment considerations. No service impacting measures will be activated without the agreement of the Department/Minister.
- 4.4 The CEO updated the Board on the DPC's 72 Breach investigation which was now at draft decision stage.
- 4.5 The Chair of the Board raised with the Minister the concerns raised by the NRP Chair. The CEO advised that the DCYA continue to engage with the NRP Chair and Tusla with a view to resolution of the immediate issues identified by the Chair of the NRP. The Chair of the SQC offered the CEO support with contingency arrangements if required.
- 4.6 The CEO confirmed the appointment of Kate Duggan to the position (interim) of Director of Services and Integration. Ms Duggan will take up her appointment on the 12th August 2020.

5. **AGS Notifications**

- 5.1 The CEO updated the Board in respect of the incident in the Kerry area services previously notified to the Board. Dedicated additional resources have been deployed to implement the action plan agreed to manage the incident and correct the deficits identified. By way of national response, the CEO has issued a practice instruction aimed at bringing uniformity of approach in relation to notifications to AGS.

6. **GDPR + Programme – Extension of Contract**

- 6.1 The Board noted the briefing on the following:
- context for GDPR + Programme
 - GDPR + Programme Phase 1 deliverables and expenditure,
 - GDPR + Programme extended Phase 2 and commencement of Phase 3 'Programme within a Programme' indicative activities, timeline and expenditure.
- 6.2 The CEO sought the Board's approval to utilise the extension provision within the GDPR + Programme Phase 2 and recommended to the Board to extend the contract for services - *'Provision of Specialist Services to support the Implementation of Tusla's GDPR Programme (Phase 2) - HSE 12483'*. *The Board approved the CEO's recommendation to extend the contract for services - 'Provision of Specialist*

Services to support the Implementation of Tusla's GDPR Programme (Phase 2) - HSE 12483'. Proposed by P. White, Seconded by A. McDermott.

C. Quinlan, Director of Policy and Transformation; Brian Lee, Director of Quality Assurance and Pat Smyth, Director of Finance joined the meeting

7. Annual Report & AFS 2019

7.1 The Board noted the Annual Report 2019 submitted to the Minister on the 19th June 2020 in accordance with Section 13 of the CFA Act 2013. The Board discussed the launch of the Annual Report 2019 and was of the view that due to Covid-19 an online launch will be considered.

7.2 The Board was of the view that the work of the Social Work Education Group should be prioritised. The Chair agreed to take the matter up with the Minister.

8. Corporate Risk Register

The Director of Quality Assurance reported on the Corporate Risk Register and the CMT Risk Register. The Board noted the CRR and the CMT Risk Register and noted the additional risk to the CRR in relation to organisational reform. The CRR and the CMT Risk Register are standing items on the ARC agenda.

9. Finance Report

The Board noted the AFS 2019 submitted to the Minister on 19 June 2020.

The Director of Finance confirmed that the C & AG had provided a clean audit report and that there had been no significant changes to the accounts following the adoption of the AFS 2019 by the Board on 30 May 2020.

The Director of Finance updated the Board on the Financial Outturn for May 2020.

10. AOB

None

Meeting Ended (12:33)