



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY			
MINUTES OF BOARD MEETING HELD ON 28 JUNE 2019 at 10.30am			
BRUNEL BUILDING, HSQ, DUBLIN			
Attendance	Name	Initials	Role
Present	Pat Rabbitte	Chair / PR	Chairperson
Present	Anne O'Gara	AOG	Deputy Chair
Present	Rory O'Ferrall	ROF	Ordinary Board Member/ Chair of Audit & Risk Committee
Present	Liam Irwin	LI	Ordinary Board Member
Present	Deirdre Kiely	DK	Ordinary Board Member
Present	Avril McDermott	AMcD	Ordinary Board Member
Present	Paul White	PW	Ordinary Board Member/Chair of Organisational Development Committee
Present	Sean Holland	SH	Board Member/ Chair Service & Quality Committee
	Vacancy		Board Member

In Attendance	Dr Moling Ryan Dr Conor O'Mahony Damian McKeown Pat Smyth Jim Gibson Colette Walsh Brian Lee Paul Hayden Emma Dodrill Kay Keilthy	Chair Expert Assurance Group Member of Expert Assurance Group Secretary of Expert Assurance Group Interim Chief Executive Chief Operations Officer Director of HR Director of Quality and Assurance Head of Estates Board Administrator Board Secretary
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SIGNED: Pat Rabbitte

CHAIRPERSON

DATE: 26 July 2019

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 agenda items were declared

1.2 **Minutes of the Board Meeting of 30 May 2019**

The Minutes of the Board Meeting held on 30 May 2019 were considered and approved by the Board and signed by the Chair.

1.3 **Matters Arising**

None

1.4. **Appointment of CEO**

1.5 The Board thanked SH for his work in relation to the recruitment process for the CEO position.

1.6 Following a comprehensive interview process the Public Appointments Interview Panel recommended the appointment of Mr. Bernard Gloster as the new CEO. Mr Gloster is to be appointed for an initial 5-year term on a fixed term contract basis.

AO'G proposed the approval of the appointment of Mr. Gloster as the CEO and LI seconded the proposal; accordingly, it was resolved by the Board to appoint Mr. Gloster as the CEO for an initial 5-year term on a fixed term contract basis.

Section 37(1) Personal Information

2. **EAG Quarterly Report**

2.1 The Chair welcomed the members of the EAG to the meeting.

2.2 The Chair of the EAG provided a summary of the main points of the Expert Assurance Group's 3rd Quarterly Report to the Minister for Children and Youth Affairs. The EAG considered that progress had been made in the key

themes of the recommendations from the HIQA report and the Executive is seeking to embed the outcomes and learning into the wider goals and culture of the organisation.

- 2.3 The Board welcomed the EAG's examination of the underlying legal framework for managing retrospective cases and the challenges the legal environment poses for Tusla. The meeting discussed a number of options available to Tusla for managing retrospective cases. The Board requested a strong recommendation from the EAG regarding the best way for managing retrospective cases in their final report.
- 2.4 The meeting discussed the development of educational pathways into child protection social work, a key determinant of which was the availability of suitable placements.

3. Board Sub Committee Reports

3.1 Service & Quality (S & Q) Committee

SH, Chair of the Service and Quality Committee, updated the Board on the S & Q meeting which took place on 27 June 2019.

At the meeting, the Committee:

- reviewed its terms of reference and requested a number changes;
- sought clarification on approval responsibilities in relation to all disposals and acquisitions of land and property;
- discussed external appointments to the Committee and information sharing with external Committee members.

- 3.1.1 The Quality Audit Report for Q1 identified practice issues in relation to NCCIS and CPWS which could pose material risks to the Agency. The Committee requested a more detailed and robust response from the Chief Operations Officer in relation to the issues raised. The Committee will advise of progress on issues raised following the next meeting of the Service and Quality Committee. If sufficient assurance is not provided to the Committee, the Chair of the Committee will formally escalate the risk identified to the Board.
- 3.1.2 The Committee was of the view that Tusla should formalise its approach for putting areas into special measures and the establishment of a rapid response team.
- 3.1.3 Where there was evidence of poor professional performance, the Agency should consider referring the staff member to their professional body.

3.2 Audit Committee

- 3.2.1 The Board noted the draft minutes of the Audit Committee held on 17 May 2019.

P. Smyth ICEO joined the meeting

4. ICEO Monthly Report

4.1 The ICEO provided a summary of the main points of his monthly report.

Main points included:

- in response to recent HIQA reports, showing major non-compliance, the SMT will meet with Service Directors and Area Managers to explore the challenges faced by the areas and review potential solutions. The ICEO will provide an update on the workshop for the July Board meeting;
- an update on the recent engagement with the DCYA in relation to Tusla's projected financial outturn for 2019 was provided. The ICEO will submit a proposal in relation to the deficit to the Board in July;
- an initial draft Estimates Proposal will be available for July Board Meeting;
- the AFS for 2018 received a clear audit cert from the C & AG.
- Adoption Information and Tracing information session will be provided to the Oireachtas on 18 July 2019.
- positive arrangement with An Garda Síochána in relation to data sharing.
- major providers of private residential services did not engage in procurement process. HBS advised that the Agency will need to re-commence a new procurement process. Current contracts have been continued until new procurement process has been completed.

SMT and P. Hayden, Head of Estates joined the meeting

5. Estates Strategy

5.1 The Head of Estates provided a summary of Tusla's draft Estates Strategy including prioritisation/ranking of proposed projects and the number of locations/properties. The Board was asked to approve the Estates Strategy. The Board noted that the estimated costs were at a point in time and were subject to change. The Board requested the separation of capital and lease project costs. The Estates Strategy will be submitted to the Board on an annual basis for review.

5.1 **ROF proposed the approval of Tusla's Estates Strategy; and its annual review by the Board, the proposal was seconded by PW, accordingly the Board approved Tusla's Estates Strategy and its annual review by the Board.**

6. Estates - Disposal

6.1 The Board was asked to approve the disposal of the house at Ballymote Road, Tubbercurry, Co. Sligo to Section 37(1) Personal Information for an amount of €80,000. A photograph of the house was distributed at the meeting. The house is currently in a derelict condition and is surplus to Tusla requirements.

6.2 **ROF proposed the disposal of the house at Ballymote Road to Section 37(1) Personal Information and the proposal was seconded by PW, accordingly the Board resolved to dispose of the house at Ballymote Road.** Section 37(1) PI

SH and PH left the meeting

7. Grant Funded Agencies

- 7.1 The Board noted the report on Funded Community & Voluntary Agencies Receiving over 1 million euros in funding from Tusla on an annual basis. The Board approved the continued funding of the organisations listed on Appendix 1 of the report in 2019.
- 7.2 The Board noted the update on the Commissioning Unit. AOG requested an update in relation to the delivery of an additional 1.5 million funding for Domestic, Sexual and Gender Based Violence Services.

DK left the meeting

8. Financial Outturn – May 2019

- 8.1 The Board noted the financial outturn for the year to date period to May 2019. The financial outturn showed no significant change from when it was reported on at the May Board meeting.
- 8.2 Copies of the final Annual Financial Statements 2018 were distributed as the meeting.

9. Governance and Management of Protected Disclosures

- 9.1 The Board noted the Governance and Management of Protected Disclosures paper summarising the strengths, weaknesses, opportunities and threats under Tusla's current approach and provided options for addressing same for consideration by the Board. The Board agreed to defer consideration of the options outlined in section 8 of the paper until the Board had an opportunity to review in the context of the Agency's experience to-date.

10. Performance Data

10.1 HIQA Action Plan Update

The Board noted the HIQA Action Plan Update as of 28 June 2019.

10.2 Q1 2019 Performance Data (including April Data)

The Board noted the Quarter 1 & April Performance and Activity Data. Excluding areas in DNE, all areas reported a decrease in cases of retrospective abuse awaiting allocation from March 2019. The number of children in care continues to decrease. A detailed analysis of children in care has been commissioned by BL

10.3 Chief Risk Officer Report and Q2 Corporate Risk Register

The Board noted the update on the Corporate Risk Register and new and emerging risks to the Agency. There were no significant changes to the CRR in Q2.

10.4 Monthly HR Performance Data

The Board noted the HR Integrated Report – May 2019. Recruitment activity resulted in a significant net gain in Social Work in the first 5 months with

recruitment targets ahead of schedule. The Board requested that the HR Report show the number of funded social work posts as a recruitment target.

11. **AOB**

- 11.1 The Minister confirmed that the Government approved the proposal to increase the Tusla Board membership by 2 ordinary Board members. The Board welcomed the decision.