



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY			
MINUTES OF BOARD MEETING			
HELD ON THURSDAY 24 SEPTEMBER 2020			
Via Video Conference			
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
Apologies	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 Kate Duggan Pat Smyth Brian Lee Anita Comerford Emma Dodrill Kay Keilthy	Chief Executive Director of Services and Integration Director of Finance Director of Quality Assurance Head of Strategy and Business Planning Board Administrator Board Secretary
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SIGNED:

CHAIRPERSON

DATE: 30th October 2020

Start (10:30)

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

1. **Apologies**

D. Kiely

Declarations of Interest

None

Minutes of 2 July 2020 and 30 July 2020

The Board considered and approved the Minutes of 2 July 2020.

Proposed by A.O’Gara, Seconded by S. Holland

The Board considered and approved the Minutes of 30 July 2020.

Proposed by A. McDermott, Seconded by C. Watchorn

Matters Arising

None

2. **Private Session**

- 2.1 The Chair referred to the decision of the Board on April 24 that a review of the traditional manner and scope of the SIC would be undertaken by the end of the calendar year. The Chair said he had initial contact made with the IPA and requested the Executive to commence the process necessary to give effect to the Board’s decision.

B. Gloster, CEO and K. Duggan Director of Services and Integration (Interim) joined the meeting.

3 **CEO Report**

- 3.1 The CEO reported on activity and significant items of note since the last Board meeting. Significant items of note included:

- Ongoing investigations update
- Issues arising concerning an external provider
- Finance
- HR Data
- Notifications to AGS by the Agency
- NRP issues
- Structure Reform
- Covid-19 – Response
- Corporate Plan 2021 -2023

- 3.2 The Board questioned the CEO in relation to the incident in the Kerry area and raised concerns about the broader issue of clinical governance. The Board acknowledged the need for investment in leadership capability and acknowledged the challenge presented by the current organisation structure in addressing consistency of practice

and legislative compliance nationally. A submission on structure reform was made by DCYA to D/PER. The Board resolved as a matter of priority to request a meeting with the Minister before or on the determination of the estimates in relation to the matter.

4. Mother and Baby Home Commission

4.1 DCYA requested Tusla to agree to take possession of the Mother and Baby Home Commission (MBHC) database. It is intended that Tusla will take possession of the database by legislative amendment. The CEO expressed concern at the timeline of the request and highlighted a number of issues associated with the transfer of the records to Tusla. The CEO advised he had deployed appropriate service, ICT and data protection inputs to mitigate any risks to the greatest possible extent and will advise the Board further in due course

4.2 The Board noted the updates provided by CEO

5.0 Sub Committee Reports

5.1 SQC Report

The Chair of the SQC reported on the SQC meeting held on 4 September. The Committee welcomed Professor Jim Campbell, external member of the SQC to the meeting.

5.2 The SQC acknowledged the move towards a more integrated approach with the Director of QA and the Director of Services and Integration working towards a joint integration Report which would include additional narrative regarding strategic service improvements.

5.3 The Committee received a presentation on Children's Services Regulation which was very informative and reflected the Agency's role as a regulator.

5.4 The Board noted the SQC report.

B. Lee, Director of Quality Assurance and Pat Smyth, Director of Finance joined the meeting

6 Service Performance and Activity Report Q2

6.1 The Director of QA presented the Summary of Practice Assurance and Service Performance Data report. The report provided an update on (1) findings from internal and external audits and inspections for Q2 2020 and (2) the latest performance and activity data for Tusla services.

6.2 The Board welcomed the findings of the five HIQA inspections in relation to Children's Residential Services which showed high levels of compliance. Preliminary findings of two additional HIQA inspections identified emergent risks in two Special Care Units. The Board noted a comprehensive response was being prepared for HIQA to address the concerns raised in the preliminary findings and additional governance support were being provided.

- 6.3 The Board noted the performance and activity data for the period to July 2020 showing the reversal of the downward trend in unallocated cases observed between January 2020 and May 2020 and an increase in the number of referrals.

7. **EAG Recommendations**

- 7.1 The Director of QA provided the Board with an overview of the independent Expert Assurance Group (EAG) final quarterly report recommendations published in January 2020. An analysis of the 16 recommendations found that all of the recommendations are superseded or already progressing under existing programmes of work or are the responsibility of external organisations.
- 7.2 The Board discussed the EAG recommendations in relation to developing career path mechanisms and education pathways into social work and the engagement with third level institutions and the Department of Education. Board representation on the Social Work Education Group (SWEG) was considered and will be discussed at the next Quarterly meeting with the Minister.
- 7.3 The Board approved SQC's recommendation to formally close out the EAG Recommendations Report. *Proposed by L. Irwin, Seconded P. White.*

B. *Lee left the meeting.*

8. **Ethics and Research Committee**

Agenda Item 8 was deferred

A. *Comerford, Head of Strategy and Planning joined the meeting*

9. **Business Plan 2020 Q2 Report**

The Board noted the content of the Business Plan 2020 Q2 Report which provided an update on the implementation of the Business Plan 2020 as set out against the seven strategic 2020 Business plan objectives. The report detailed the progress made on actions due in the second quarter of 2020 and the progress towards actions that are for completion throughout 2020 and those actions that are outstanding from the 2018 and 2019 Business Plan.

10. **Draft Corporate Plan 2021 – 2023**

A progress report on the development of the Corporate Plan 2021 – 2023. The Report included updates on:

- Stakeholder engagement,
- Business Planning Cycle Process Reviews
- Pre Implementations Planning
- Performance Framework

On receipt of the Performance Framework a review of the requirements will be carried out to align the Framework with identified priorities and objectives and identify where potential gaps might exist.

Final draft content of the Corporate Plan 2021 - 2023 will be submitted to the Board for consideration at the October Board meeting.

The Board noted the progress report on the development of the Corporate Plan 2021 – 2023.

A. Comerford left the meeting

11 **Finance Report**

11.1 **Financial Performance Report**

The Director of Finance presented a report on the Financial Performance of Tusla year to date August 2020. The report highlighted areas of cost pressure, financial risks and the funding deficit for 2020.

Expenditure Reviews have been undertaken by DPER on Tusla Residential Services and on Tusla Pay. These expenditure reviews are currently ongoing and are expected to be completed in September.

Tusla's pre-Budget submission sought an additional €70.8m for ELS purposes in 2021. The Board welcomed the inclusion of unmet need as part of the Agency's ELS submission. The Estimates submission also included details of a new development ask of €26m.

The Board noted the contents of the financial performance report year to date.

11.2 **Property Acquisition**

The Board approved the recommendation to enter into the proposed lease agreement in relation to Section 30(1) Functions and negotiations of public bodies

Proposed by L. Irwin; Seconded by A. O'Gara.

Executive left the meeting

12. **AOB**

The Chair of the SIC updated the Board on an ongoing investigation.

End.