



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

| CHILD AND FAMILY AGENCY | | | |
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| MINUTES OF BOARD MEETING HELD ON MONDAY 16 DECEMBER 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 | Board Member/ Chair of Audit & Risk Committee |
| 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 |
| Apologies | Sean Holland | SH | Board Member/ Chair of Service & Quality Committee |
| Apologies | Patricia Doherty | PD | Board Member |

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| In Attendance | Bernard Gloster J. Gibson Pat Smyth Kim Hayes Cormac Quinlan Laura Slevin Emma Dodrill Kay Keilthy | Chief Executive COO Director of Finance Director of HR Director of Policy & Transformation Director of Corporate Services Board Administrator Board Secretary |
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SIGNED:

CHAIRPERSON

DATE:

Start: (10.34)

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

1. Apologies

The Board noted apologies from S Holland and P. Doherty.

1.1 Declarations of Interest

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

1.2 Minutes of the Board Meetings of 29 November 2019

The Minutes of the Board Meetings held on 29 November 2019 were considered and approved by the Board.

1.3 Matters Arising

1.4 The Board reviewed the Board Action Log as of 29 November 2019.

2. Private Session

2.1 The Chair thanked the Board members for their completion and return of the self –Assessment Evaluation Questionnaire issued in advance of the December Board meeting. The Chair will review the evaluation findings and revert to the Board.

CEO joined the meeting

3. Board Sub Committee Reports

3.1 Organisation Development Committee Report (ODC)

The Chair of the ODC committee reported to the Board on the ODC meeting held on 16 December 2019.

The CEO provided the ODC with an update on his proposed organisation structural reform. A paper on the proposed organisation structural reform will come to the Board on 31 January 2020.

3.2 Audit & Risk Committee (ARC)

3.3 The Chair of the Audit and Risk Committee reported to the Board on the ARC meeting held on 6 December 2019.

3.4 The Board formally approved the Audit and Risk Committee terms of reference as recommended by the ARC.

3.5 Service & Quality Committee

AOG, member of the Service and Quality Committee, reported to the Board on the SQC meeting held on 6 December 2019.

The SQC reviewed the requests for tender for the provision of Foster Care services and the re-commencement of the tender process for the provision of Children's Residential Services. The SQC recommended the recommencement of the tender process in relation to the Procurement of

Private Residential Providers and approved the proposal to proceed to the next stage of the procurement process in respect of Private Foster Care Services.

- 3.6 The SQC requested a strategic review of the Foster Care and Children's Residential Services provided by or on behalf of Tusla and the services procured from private providers.
- 3.7 The Board formally approved the Service and Quality Committee terms of reference as recommended by the SQC.

4. Procurement

- 4.1 The Board approved the recommendation of the SQC to recommence the tender process in relation to the Procurement of Private Residential Providers. (Proposed by AO'G, Seconded by RO'F)
- 4.2 The Board approved the recommendation by the SQC to approve the proposal to proceed to the next stage of the procurement process in respect of Private Foster Care Services. (Proposed by AO'G, Seconded by RO'F)
- 4.3 The Board discussed the project in respect of the procurement of capacity building in relation to governance supports for Community and Voluntary sector services. The ARC approved the proposal to proceed to the next stage of the project with a recommendation that it be presented to the Board for final approval. The Board raised a number of questions regarding the responsibility of the Agency to provide such supports and the role and responsibilities of other organisations who are currently providing governance supports for the Community and Voluntary sector. The Board agreed to defer further consideration of the matter until 2020.

5. CEO Report

- 5.1 The CEO reported on activity and significant items of note since the last Board meeting.

Significant items of note included:

- Update on OIC Report and DPC reports
- Performance Statement 2020
- Agency Conversion
- Early Years Services/Registration
- Tusla Garda Data Sharing Protocol
- EAG final report

SMT joined the meeting

6. Business Plan 2020

- 6.1 The Director of Policy and Transformation updated the Board on Tusla's Draft Business Plan in response to the Performance Statement issued by the Minister. The Board considered the draft Business Plan 2020 and approved the Plan in principle. To accommodate statutory timelines, the Board noted that where substantial changes are proposed by the Minister and DCYA

officials that the Business Plan will be re-submitted for further consideration by the Board, and where not that it will proceed to conclusion with approval by the Chair.

7 AOB

- 7.1 The Board noted that Mr Rory O' Farrell's term of office was scheduled to end as of 31 December 2019. The Chair on behalf of the Board thanked Mr. O'Farrell for his commitment and hard work as a member of the Board and as Chair of the Audit & Risk Committee. The Board also thanked outgoing external Committee members, Richard George and Bernadette Costello for their valued contribution to the work of the Agency.
- 7.2 The Chair thanked the Board and the Executive for their work in 2019.