

**Board Meeting held on Friday, 3 February 2023,
 Brunel Building HSQ, Dublin 8.**

Name	Title	Attendance
Board Members		
Pat Rabbitte	Chairperson	Present
Anne O’Gara	Deputy Chairperson	Apologies received
Paul White	Ordinary Board Member	Present
Patricia Doherty	Ordinary Board Member	Present
Charles Watchorn	Ordinary Board Member	Present
Liam Irwin	Ordinary Board Member	Present
Avril McDermott	Ordinary Board Member	Present
Sean Holland	Ordinary Board Member	Present
Sean Quigley	Ordinary Board Member	Present
Susan Bowman	Ordinary Board Member	Present
Teresa McDonnell	Ordinary Board Member	Present
Board Office:		
Kay Keilthy	Board Secretary	Present
Emma Dodrill	Board Administrator	Present
In Attendance:		
Bernard Gloster	Chief Executive	In Part
Kate Duggan	National Director Services & Integration	In Part
Pat Smyth	National Director Finance & Corporate Services	In Part
Rosarii Mannion	National Director People & Change	In Part
Fergus Ó Cuanachain	Chief Information Officer	In Part
Anita Comerford*	Head of Strategy & Business Planning	In Part

* Attended via Video Link

Signed:



Chairperson

Date: 31 March 2023

1. Opening Remarks

- 1.1 The Chair noted the presence of a quorum and duly convened the meeting.

2. Apologies

- 2.1 A. O'Gara's apologies were noted.

3. Declarations of Interest

- 3.1 No declarations of interest were made in relation to any of the agenda items before the Board for consideration.

4. Minutes of Previous Meeting (11/11/22; 16/12/2022 and 06/01/2023)

- 4.1 The Board approved the minutes of the Special Purpose Meeting held on 11 November 2022. Proposed by P. Doherty Seconded by S. Holland and agreed by the Board.
- 4.2 The Board approved the minutes of the Board meeting held on 16 December 2022. Proposed by T. McDonnell Seconded by L. Irwin and agreed by the Board.
- 4.3 The Board approved the minutes of the Special Purpose Meeting held on 6 January 2023. Proposed by C. Watchorn Seconded by A. McDermott and agreed by the Board.

5. Action Log

- 5.1 The Board noted the Action Log as of 31 January 2023.

6. Matters Arising

- 6.1 The Chair updated the Board on the Quarterly meeting with the Minister held on 9 January 2023.

7. Risk Management

- 7.1 The Board considered risk as comprehended in the reports submitted for consideration at the meeting.

8. Approval of Acting Chief Executive

- 8.1 The Board noted the approval by the Board of Kate Duggan, National Director of Services and Integration, as Acting Chief Executive in accordance with Section 29(3) Child Family Agency Act 2013 in the absence of the CEO from 4 February to Sunday 12 February 2023 inclusive and from close of business Friday 24th February to Sunday 5th March 2023 inclusive. The Board's decision was made in line with the Board's protocol for making decisions between scheduled meetings as outlined in its Terms of Reference.

9. ARC Annual Performance Report (2022)

- 9.1 The Chair of the ARC presented the ARC's Draft Annual Performance Report 2022. The Board accepted the ARC's Draft Annual Performance Report for 2022 and noted the ARC is scheduled to formally approve this report at its meeting scheduled on 24 February 2022. It is anticipated that no changes will be made to the Report.

10. SQC Annual Performance Report (2022)

- 10.1 The Chair of the SQC presented the Committee's Annual Performance Report 2022. The Board accepted the SQC's Annual Performance Report for 2022. The Chair of the SQC noted the continued trajectory of improvement in 2022 and commented on the Committee's satisfaction with the continued integration of the information presented to it by the National Director of Services and Integration and the National Director of Quality and Regulation.

11. SQC Terms of Reference

- 11.1 The SQC reviewed its TORs at its meeting on 8 December 2022 and agreed to recommend its revised TORs to the Board for formal approval. The Board formally approved the SQC's revised TORs. Proposed by S. Holland Seconded by L. Irwin and agreed by the Board.

12. ODC Annual Performance Report (2022)

- 12.1 The Chair of the ODC presented the Committee's Annual Performance Report 2022. The Board accepted the ODC's Annual Performance Report for 2022.

13. ODC Terms of Reference

- 13.1 The ODC reviewed its TORs at its meeting on 26 January 2023 and agreed to recommend its revised TORs to the Board for formal approval. The Board formally approved the SQC's revised TORs. Proposed by A. McDermott Seconded by S. Bowman and agreed by the Board.

14. ODC Chair Report on Committee Meeting of (26/01/2023)

- 14.1 The Chair of the ODC reported on the work undertaken by the Committee at its meeting on 26 January 2023.
- 14.2 The Board approved the recommendation by the ODC for the continued funding of the Tusla Case Management Programme in the amount of €4.3 million, currently in place under the Agency's ICT capital budget, to fund the expansion of the system across all Tusla Services over the next two years. Proposed by A. McDermott Seconded by L. Irwin and approved by the Board.
- 14.3 At the ODC meeting the Committee discussed the recruitment process in relation to the CEO and were of the view that the Agency should seek the necessary DCEDIY and D/PER sanctions at the earliest opportunity. The Board was advised that the request for approval of the substantive filling of the Chief Executive post had already been submitted to the DCEDIY.

15. CEO Report

The Chief Executive and National Director of Services and Integration joined the meeting.

- 15.1 The Board noted the CEO's 32nd and final report to the Board. The CEO presented his report with the interim CEO designate in attendance as part of the overall transition process.
- 15.2 The Chair of the Board thanked the CEO for his enormous contribution to Tusla and commended his public service ethic and his commitment to improving services for children and families. The Board wished him every success in his new role.
- 15.3 The CEO reported on activity and significant items of note since the last Board meeting which included the following:
- 2023 Business Plan
 - Finance & HR

- Performance & Regulatory matters
- Garda Data Sharing
- Operation Shamrock
- Children's Regulation Services
- Change Programme
- CEO Changeover

- 15.2 The CEO updated the Board on matters previously brought to the Board's attention in private session.

The National Director of People & Change, National Director of Finance and Corporate Services and the Chief Information Officer joined the meeting.

16. HR Dashboard Report

- 16.1 The Board welcomed the new HR Dashboard Report approved by the ODC. The report will be updated monthly, provide data by region and by job category, and will act a useful reporting tool for the whole organisation.
- 16.2 The National Director of People and Change advised the Board that the Agency will not reach its WTE target in 2023 and forecasted staffing to remain at existing levels. Giving the rise in referrals this presents a significant risk across the services. The Board was of the view that this risk should be brought to the attention of the DCEDIY.

17. Business Plan (Q4 2022)

The Head of Strategy and Business Planning joined the meeting.

- 17.1 The Board noted the progress on the implementation of the 2022 Business Plan, through a summary presentation of the status of all actions (and associated outputs) as at the end of Q4. The Board sought clarity regarding off track/withdrawn actions and suggested that the action status descriptor of "withdrawn" be replaced by "realigned" where the action has been superseded or incorporated with a broader strategy. The Head of Strategy and Business Planning agreed to review actions highlighted by the Board with the action owners. The new Business Plan will pick up work carried forward into 2023.

18. Summary Finance Report

- 18.1 The Board noted the Financial Performance Report as of December 2022 and the significant outlays on Residential Services that will continue into 2023. To deliver services within the 2023 allocation the Agency will need to maintain a prudent approach to the oversight and management of resources.

19. Treasury Approval of Procurement Card (P-Card) provider

- 19.1 Following the withdrawal of Ulster Bank from the Irish market, and the completion of an OGP Framework, Bank of Ireland was identified as the preferred supplier of Procurement Card Services. The Board approved the opening of a Procurement Card Account with the Bank of Ireland to allow for the issue of procurement cards to meet Tusla's requirement for expense outlays. Proposed by L. Irwin; Seconded by P. White and agreed by the Board.

20. Estates

This agenda item was withdrawn.

21. AOB
None

End.