

**Board Meeting**  
**9 am Friday, 3 November 2023**  
**Tetrarch Meeting Room, Ardiluan Hotel, Galway**

Name	Title	Attendance
<b>Board Members</b>		
Pat Rabbitte	Chairperson	Present
Anne O’Gara	Deputy Chairperson	Present
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	Apologies Received
Teresa McDonnell*	Ordinary Board Member	Present
<b>Board Office:</b>		
Kay Keilthy	Board Secretary	Present
Emma Dodrill	Board Administrator	Present
<b>In Attendance:</b>		
Kate Duggan	Chief Executive Officer	In Part
John Donnellan	Galway and Roscommon Area Manager	In Part

Signed: 

Date: 24 November 2023

## **1. Opening Remarks**

- 1.1 The Chair welcomed Board members to Galway. The Chair noted the presence of a quorum and duly convened the meeting.

## **2. Apologies**

- 2.1 The Board noted the apologies of S. Bowman.

## **3 Declarations of Interest**

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

## **4. Minutes of Previous Meeting (29/09/2023)**

- 4.1 The Board approved the minutes of the Board meeting held on 29 September 2023. Proposed by T. McDonnell and Seconded by A. McDermott and approved by the Board.

## **5. Action Log / Matters Arising**

- 5.1 The Board noted the Action Log as of 27 October 2023.

## **6. Risk Management**

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

## **7. Board Private Session**

- 7.1 The Board noted the next Ministerial meeting had been rescheduled to 11 Dec 2023.
- 7.2 The Chair advised the Board that he had agreed with the Minister if appointed to serve for an additional two years on the Board as Chairperson.
- 7.3 The Board discussed the Agency's budget allocation for 2024 and welcomed the significant historical increase in the foster care allowance which attracted little public comment.
- 7.4 The Chair updated the Board on correspondence received regarding the provision of a GDPR resource for the NRP. The Chair agreed to raise the matter with the CEO.
- 7.5 The Chair advised the Board of the WRC proposals in respect of the long running dispute with staffs in the community and voluntary sectors.

## **8. Board Operating Plan (2024)**

- 8.1 The Board reviewed the proposed Board Operating Plan and approved the dates of the Board meetings for 2024. Each Committee will review its proposed meeting dates for 2024 and confirm dates with the Board Office in advance of the 24 November Board meeting.

## **9. Consent Agenda**

- 9.1 The Board agreed to adopt the use of a consent agenda as part of the Board's standard meeting procedure and agreed the consent agenda process.

## **10. Board Terms of Reference and Standing Orders**

- 10.1 In accordance with the Board's Operating Plan for 2023, the Board undertook its annual review of its Terms of Reference and Standing Orders. The Board approved the proposed addition to the Board Terms of Reference and Standing Orders to reflect the Board's decision to adopt the use of a consent agenda as part of the Board's standard meeting procedures. Proposed by P. White and Seconded by A. O'Gara and agreed by the Board.

## **11. Standards of Integrity and Code of Conduct's**

- 11.1 In accordance with the Board's Operating Plan for 2023, the Board undertook its annual review of the Agency's Standards of Integrity and Code of Conduct. The Board requested version control to be applied to the document.

## **12. Code of Conduct for Board and Committee Members**

- 12.1 In accordance with the Board's Operating Plan for 2023, the Board undertook its annual review of the Code of Conduct for Board and Committee Members. The Board made no changes to the Code of Conduct for Board and Committee Members.

## **13. Board and Committee Paper Guidance**

- 13.1 The Board reviewed the draft paper on Board and Committee Paper Guidance. The Board Office agreed to clarify with the CEO the oversight arrangements for Executive Board and Committee papers in advance of their submission to the Board Office and resubmit to the Board for approval.

## **14. CEO Report**

*The Chief Executive joined the meeting.*

- 14.1 The CEO informed the Board that the issue raised by the NRP in relation to the provision of a GDPR resource was on the agenda for the CEO's Quarterly meeting with the DCEDIY Secretary General.
- 14.2 The CEO provided an update on the progress made in 2023 despite ongoing challenges. Including:
- Completion of the Operation Shamrock notification process
  - Agreed timelines in relation to Birth Information and Tracing
  - Further improved HIQA compliance
  - Funded workforce
  - Employment metrics improved.
  - TCM phase 1 completed.
  - IFMS successfully implemented.
  - Reform programme on track
  - Foster Carers back up to 90%
- 14.3 The Board welcomed the positive progress made by Tusla in 2023.
- 14.4 The CEO outlined the draft plan for Tusla's 10<sup>th</sup> Anniversary in 2024 with a key acknowledgement event scheduled for Dublin Castle on 6 February 2024 including a panel discussion. The Board provided the CEO with approval to proceed with the 10<sup>th</sup> Anniversary Plan as outlined.

- 14.5 The CEO also raised with the Board Tusla's Child Care Law Conference. The date of the conference is proposed to take place in April in the Mansion House. The Chair requested a briefing note on the provision of special care in other jurisdictions.
- 14.6 The Board received an update on the Reform Programme and the CEO's strategic communications plan along with a briefing on current industrial relations issues.

**15. Area Manager Presentation**

*The Galway & Roscommon Area Manager joined the meeting.*

- 15.1 The Board received a presentation on Tusla services in the Galway & Roscommon area. The Board noted that staff retention and maintaining team capacity is the biggest challenge facing the local service, however the area performs well with only one non-compliance with HIQA standards in the last 5 inspections.

- 15.2 The Board thanked the Area Manager for his insightful presentation.

*The Galway & Roscommon Area Manager joined the meeting.*

**16. Corporate Plan 2024-26 (Strategy Session)**

- 16.1 The Board discussed at length the draft Corporate Plan 2024 – 2026 and provided feedback on several areas of the plan, including education. The CEO agreed to meet with the Deputy Chair and Head of TESS to review how Education is framed within the Corporate Plan. The CEO agreed to incorporate the Board's feedback into the next iteration of the plan which will be submitted for consideration at the next Board meeting.

**17. AOB**

- 17.1 The Committee Chairs agreed to defer their joint meeting on risk management until January 2024 to allow each Committee to complete its annual performance and risk management review for 2023.

End.