



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING HELD ON THE 15 th March 2018 at 1.45pm		
BRUNEL BUILDING,		
Apologies Present Present Present Present Vacancy Vacancy Vacancy Vacancy	Norah Gibbons Gary Joyce Deirdre Kiely Rory O'Ferrall Paul White	Chair Deputy Chair Board Member Board Member Board Member Board Member Quorum - 3 Ordinary Members And Chair or Deputy Chair

In Attendance	Fred McBride Emma Dodrill	Chief Executive Officer Note Taker
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SIGNED: Gary Joyce DATE: 29/03/2018

CHAIRPERSON

1.	Apologies
1.1	Apologies received from Norah Gibbons. In the absence of the Chairperson, the Deputy Chairperson, Gary Joyce, chaired the meeting.
2.	Declarations of Interest
2.1	None
3.	Minutes of the 26th January 2018
3.1	The minutes of the Board meeting held on the 26 th January 2018, were approved by the Board and signed by the Deputy Chairperson.
4.	Audit Committee Report
4.1	The Board noted the Draft Audit Committee minutes as at the 22 nd February 2018.
5.	ODRS Committee Report
5.1	The Board noted the draft ODRS Committee minutes of the 13 th February 2018.
6.	Matters Arising/Action Log
6.1	The Board reviewed the action log as at the 26 th January 2018.
6.2	Due to time constraints, a revised agenda was issued at the meeting and a number of agenda items were deferred. The Board approved the revised agenda.
6.3	The Board noted the publication of the Internal Audit report arising from a protected disclosure on the 12 th March 2018 under FOI.
6.4	An Assessment Panel was convened by the Public Appointments Service (PAS) to consider and assess the expressions of interest received by PAS in relation to Board vacancies. It is anticipated that new Board members will be appointed in April 2018.
7.	Corporate Plan 2018 – 2020
7.1	The Corporate Plan 2018-2020, subject to agreed changes, was approved by the Minister for Children & Youth Affairs and laid before the houses of the Oireachtas in accordance with Section 42 of the Child and Family Agency Act 2013.
7.2	The Corporate Plan 2018-2020 will be formally launched by the Minister on Wednesday 28 th March 2018.
8.	Business Plan 2018
8.1	The Business Plan 2018, subject to agreed changes, was approved by the Minister for Children and Youth Affairs.
9.	High Level Workforce Plan 2018
9.1	A Workforce Plan for 2018 was submitted to DCYA at the end of January 2018. The Board noted the development of the three year Workforce Plan. The three year Workforce Plan will provide greater detail in relation to 2019 and 2020 and is scheduled to be completed by the end of Q2.
10.	Update on Business Plan 2017 (Q4)
10.1	The Board noted the Quarter 4 progress report on the Business Plan 2017.
11.	Update on Legal Savings following Tender
11.1	The Board noted the update on the legal costs savings following the procurement process in 2017.
12.	Property Acquisitions
12.1	The Board considered the license proposal submitted and approved the recommendation to enter into a license agreement with Cork City Council in relation to Fairfield, Fairhill, Cork for a one year term.

12.2	The Board approved the recommendation to enter into a two year, short term letting agreement in relation to 35 Parnell Drive, Parnell Estate, Mulhuddart, Dublin 15. The Board noted the special circumstances pertaining to the recommendation to enter into the lease.
13.	AOB
13..1	Redacted G. Joyce, as a member of the Special Inquiries Committee, appraised the Board of the status of the independent investigation commissioned by the Board concerning issues raised as part of a protected disclosure.