

	Board Only
	The Board discussed the development of a leadership programme and approved the Latitude proposal submitted to the Board for consideration.
1.	Apologies
1.1	The Chair of the Board welcomed the appointment of Liam Irwin, Teresa Kilmartin and Sean Holland to the Board. Sean Holland sent his apologies
1.2	Declarations of Interest
1.3	None
1.4	Minutes of the Board Meeting held on the 29th March 2018
1.5	The minutes of the Board meeting held on the 29th March 2018, were approved by the Board and signed by the Chair.
1.6	Matters Arising
1.7	The Board to review delegation process in relation to the appointment of acting CEO under Section 29 of the CFA Act 2013.
1.8	The Board requested the Director of QA & R to respond to correspondence received in relation to a therapy service and cc the Board on the response.
	CEO Report
2.1	The CEO advised he had received a draft copy of the HIQA Statutory Investigation report for factual accuracy and feedback. The draft report did not include the findings or recommendations. The draft copy of the HIQA report was distributed to the Board members at the meeting. The Board requested a meeting with the CEO and members of the SMT as appropriate to discuss the draft report in more detail and to formulate a response.
2.2	The Board requested the establishment of a fully resourced internal audit function with a direct reporting line to the Chair/ subcommittee as a matter of urgency. The internal audit function to be included in the organisational structure business case. While in progress the CEO to finalise internal audit function design, resource requirements, role, specification and progress recruitment process, pending D/Per approval.
	EWS <i>Jim Gibson, COO and Noel Kelly Head of EWS joined the meeting</i>
2.3	The Head of EWS updated the Board on the reform of the school completion programme. The Board requested a letter be drafted on behalf of the Board to the Minister seeking engagement in relation to the future governance of the School Completion Programme. <i>N.Kelly, Head of EWs left the meeting</i>
3	Oversight Agreement 2018
3.1	The Board approved the Oversight Agreement with the Department of Children and Youth Affairs for 2018 subject to some minor drafting changes. The Oversight Agreement was drafted in accordance with Section 8.4 of the Code of Practice for the Governance of State Bodies 2016.
4.	HR
4.1	The Board noted the HR integrated activity report providing summary information on recruitment, employment status, turnover and absence rates for the period 1 st January 2018 to the 31 st March 2018.
4.2	The Board noted the interim HR Dashboard for January 2018 focussing on headcount, recruitment, retention and absence rates. Future dashboards will be provided on a quarterly basis and will enable monitoring against the Corporate and Annual Business Plans KPI's.

5.	Estates <i>Pat Smyth, Director of Finance joined the meeting</i>
5.1	The Board approved in principle to participate in the HSE's proposed development of a new purpose built Primary Care Centre in Enniscorthy. The approval in principle will allow the designing and planning of the proposed centre to progress. The Head of Estates will revert to the Board with a detailed proposal when the design is complete and the precise floor area to be leased is known. Formal approval will then be sought for the actual acquisition.
6.	Financial Outturn March 2018
6.1	The Board noted the financial outturn for the period to March 2018.
7.	Draft Annual Financial Statements for year ending 31st December 2017
7.1	The Board noted the Draft Financial Statements for year ending 31 December 2017. The Draft AFS 2017 were reviewed by the Audit Committee on the 23 rd March 2018. A final draft of the AFS 2017 will be presented to the Board for approval on the 25 th May 2018. <i>P. Smyth, Director of Finance left the meeting</i>
8.	Outline of the 2017 Annual Report
8.1	The Board noted and approved the planning process and proposed structure of the 2017 Annual Report. The Board requested the inclusion in the Annual Report of an infographic showing trend data for the period 2014 – 2017.
9.	Monthly Integrated Quality Assurance and Risk Report – April 2018
9.1	The Board reviewed the Monthly Integrated Quality Assurance and Risk Report – April 2018 and considered the risks and mitigation actions. The Board requested that the Integrated QA and Risk Report should note the name of the individual accountable for actioning the identified issue and the date by when the action will be fully addressed.
9.2	The Board noted the categorisation of cases by Tusla as Child Welfare Cases is consistently identified in the NRP reports as an issue. The Board requested the COO to review and redesign categorisation.
10.	Activity Performance Dashboard
10.1	The Board noted the National Performance and Activity dashboard for February 2018.
11.	Trends 2014 - 2017
11.1	The Board welcomed the data showing the trends in relation to cases allocated to a social worker and referrals for the period 2014 to February 2018 and referrals by Quarter from Q1 2014 to Q 3 2017.
12.	Risk Appetite Statement <i>Brian Foley, Senior Manager EY, Pauline Poots Director of Government/Public Sector Risk Team EY joined the meeting.</i>
12.1	The Board noted EY's summary of activity and outcomes to date. The Board discussed the current and targeted position on the risk appetite scale of the nine risk appetite themes identified. The CEO and EY to feedback the Board's comments to the SMT and suggested that there would be merit in the board and SMT meeting to discuss same. The Board requested the CEO and the Senior Management Team to consider the overall risk appetite from a holistic perspective and review the KPIs to make more specific and outcome based. EY to revert to the Board with a revised Risk Appetite Statement for discussion /approval. <i>Brian Foley and Pauline Poots left the meeting</i>
13.	NCCIS <i>Fergal Collins, Head of Programme Management Officer joined meeting</i>
13.1	The Board welcomed the progress in the national roll-out of the National Childcare Information System (NCCIS) and noted the next steps and key remaining challenges. The final go-live date for the roll out of the NCCIS is June 2018.

13.2	The Board noted the amount spent and projected spend on NCCIS 2013 – 2018. A road map of future developments and enhancements is currently being worked on and each development will need to apply and secure budget before implementation. <i>F. Collins, Head of Programme Management Office left the meeting</i>
14.	Children First Act - Implementation
14.1	The COO updated the Board on the key issues emerging following the commencement of mandatory reporting including operational readiness, overall implementation, overall concerns noted and the reporting process.
15.	Report Retrospective Cases
15.1	The COO updated the Board on the current status of the Service Improvement Plan for Retrospective Cases as of the end of March 2018.
15.2	An Audit will be undertaken regionally to review the unallocated cases to assist in determining the most appropriate way forward to address historical unallocated cases. It is anticipated that the Audit will be complete by July 2018.
16.	AOB
16.1	The Board approved the recommendation by Tulsa's evaluation team to award the contract to undertake a Board Evaluation in 2018 to BetterBoards.
16.2	A Board member, involved in the tender evaluation process, declared his involvement in the area of work being evaluated.