



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING		
15th October 2014 AT 8.00AM		
4th Floor, St. Stephen's Green House, Earlsfort Tce, Dublin 2		
Present	Norah Gibbons Gary Joyce P.J. Fitzpatrick Noel Kelly Sylda Langford Ita Mangan Gary Ó Donnchadha Rory O'Ferrall Noelle Spring	Chairperson Deputy Chair Board Member Board Member Board Member Board Member (Left Meeting at 11am) Board Member Board Member Board Member

In Attendance	Gordon Jeyes Pat Smyth Paul Harrison Eibhlin Byrne Kay Keilthy	CEO Director of Finance Director of Policy & Strategy Executive Manager Board Secretary
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SIGNED: _____ DATE: _____

CHAIRPERSON

1.0	Declarations of Interest	8.00am
1.1	None	
2.0	Minutes of Board Meeting held on the 26th September 2014	
2.1	The Minutes of the Board Meeting held on the 26 th September 2014 were formally approved by the Board.	
3.0	Matters Arising	
3.1	The response from Minister, James Reilly to the letter issued by the Chair following the September Board meeting was circulated to Board members.	
3.2	N. Kelly and G. Joyce both gave apologies for the Board meeting scheduled for the 31 st October 2014.	
3.3	Board requested Executive to provide timeframe to revert to the Board in relation to the implications for Tusla of the Labour Court Ruling regarding sleep over arrangements for residential staff.	
	<i>Prospectus Team - David Duffy, John Crimmins, David Breslin, Anne McMurray and Paul Harrison, Director of Policy & Strategy, Tusla Joined the meeting</i>	8.10am
4.0	Prospectus Presentation	
4.1	The Prospectus Team provided the introduction and context to the Development of Three Year Plan document and presented feedback in relation to the stakeholder consultation.	
4.2	The Prospectus Team advised that a separate companion document on Tusla's stakeholder consultation would be made available to the Board. The stakeholder consultation identified the need for continuous engagement as one of the key messages.	
4.3	The CEO presented the draft Three Year Corporate Plan involving vision, mission, values, pathway to long term outcomes, strategic objectives and key actions. The meeting discussed the draft Corporate Plan. Prospectus agreed to feedback Board comments into the initial draft of the Corporate Plan 2015 - 2017. The next step in the process was for the Executive to develop KPIs to support the Corporate Plan.	
4.4	The Prospectus Team presented key risks that could affect Tusla over the course of the Corporate Plan.	
4.5	It was agreed that the CEO would circulate the first full draft of the Corporate Plan to the Board and to DCYA by the end of week or as soon after. Board to feedback comments on the first full draft of the Corporate Plan to the CEO. The final draft of the Corporate Plan to be presented to the Board for sign off on 31 October and on approval submitted to the Minister.	
5.0	Financial Note <i>Pat Smyth, Director of Finance joined the meeting</i>	
5.1	The Director of Finance advised that the estimated allocated revenue budget for 2015 was an amount of €623 million. An increase of €21 million on 2014 revenue	

	budget. The estimated capital budget allocation for 2015 was €12.3 million. An increase of €5.6 million on the 2014 capital budget.	
5.2	The estimated shortfall between the revenue budget allocated for 2015 and the projected spend for 2015 is €26 million.	
5.3	The CEO agreed to provide initial budget options in order to reduce projected expenditure for 2015 by €26 million for consideration by the Board on the 31 st October. The CEO stated that it was important that a Budget Strategy for 2015 should protect core services and proposed that the core elements for protection should include: Child Protection; Family Support; Domestic Violence; School Attendance.	
5.4	The Board discussed the preparation of an evidenced based submission for funding in advance of 2016 Budget and the possibility of multi annual funding.	
5.5	The CEO advised that the due diligence process with the HSE is to be completed by the end of October. The CEO was scheduled to meet with the Secretary General of DCYA and the Secretary General of the Department of Health.	
5.6	The CEO advised that the Department of Expenditure and Reform recognised the need for a supplementary payment for 2014. Tusla to work with DCYA on estimating supplementary budget required by month end.	
5.7	The Board agreed to align a communication strategy in relation to Budget 2015 with the Corporate Plan.	
5.8	The Chair informed the meeting that she had met with the Minister, James Reilly. The Minister had praised the Tusla Executive and acknowledged the good working relationship with DCYA officials and D/Per. The Minister requested to meet with the Board. The Board agreed to invite the Minister to the 31 st October Board meeting.	
6.0	Special Care Projects	
6.1	The Board approved re-tendering for the provision of 12 additional Special Care Unit beds (4 new and 8 retrofit) at the Crannóg Núa Special Care Unit, Portrane. CEO to come back with tender document to the Board.	
7.0	Domestic, Sexual and Gender Base Violence (DSGBV) Review <i>Eibhlin Byrne, Executive Manager joined the meeting</i>	
7.1	Eibhlin Byrne presented a paper on the Strategic Priorities for Domestic Sexual and Gender Based Violence Services and an Outline for Domestic Sexual and Gender Based Violence paper.	
7.2	The Board supported the proposed developments with regard to support for and governance of DSGBV as recommended in the Strategic Priorities for Domestic Sexual and Gender Based Violence Services paper.	
7.3	The Board thanked Eibhlin Byrne for her presentation.	
8.0	Atlantic Philanthropies	
8.1	The Board noted the Accenture Programme Initiation Document defining the objectives, expected outcomes, scope and terms of reference for the Atlantic	

	Philanthropies Programme.	
8.2	The CEO agreed to provide the Board with twice yearly reports on the Atlantic Philanthropies Programme. The Board to be notified of any major changes.	
9.0	Board Review	
9.1	The Chair provided feedback on her one to one meetings with Board Members.	
9.2	The members of the Board agreed that the Board was working well and members were given equal opportunity to contribute.	
9.3	The Board was happy with the quality of papers submitted to the Board but requested that all Board papers should issue together. The Board requested that the Action log include date/timeframe. Board members who wish to discuss papers submitted to the Board for noting should notify the Chair in advance of the meeting.	
9.4	Board members agreed to plan a number of briefings by external stakeholders in 2015. The time of the Board meeting to be extended to facilitate briefing.	
9.5	The Chair thanked the members of the Board, CEO and Secretary for their input to the review.	
10.0	CEO Report	
10.1	The CEO advised that the Corporate Plan would lead to discussion on the Performance Framework and Business Plan for 2015	
11.0	Sub-Committees	
11.1	The Board noted the minutes of the Remuneration & Succession Committee held on the 29 th August 2014.	
11.2	The Board approved the Remuneration & Succession Committee redrafted terms of reference subject to some minor changes.	
11.3	The Remuneration and Succession Committee agreed to discuss Performance Management at the next meeting.	
12.0	AOB	
12.1	None	