



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING		
19th DECEMBER 2014 AT 9.00AM		
4th Floor, St. Stephen's Green House, Earlsfort Tce, Dublin 2		
Present	Norah Gibbons Gary Joyce P.J. Fitzpatrick Sylda Langford Ita Mangan Gary Ó Donnchadha Rory O'Ferrall Noel Kelly Noelle Spring	Chair Deputy Chair Board Member (left at 10.45am) Board Member Board Member Board Member Board Member Board Member Board Member

In Attendance	Gordon Jeyes Pat Smyth Brian Lee Paul Harrison Kay Keilthy	CEO Director of Finance Director of Quality & Assurance Director of Policy & Strategy Board Secretary
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SIGNED: _____ DATE: _____

CHAIRPERSON

1.0	Declarations of Interest	9.00am
1.1	None	
2.0	Minutes of Board Meeting held on the 28th November 2014	
2.1	The Minutes of the Board Meeting held on the 28 th November 2014 were formally approved by the Board. Board Secretary to amend Board Attendance to show: Noel Kelly - Present Noelle Spring - Apologies	
3.0	Matters Arising	
	Matters arising covered under agenda.	
4.0	Year End Processes <i>Pat Smyth, Director of Finance joined the meeting</i>	
4.1	The Director of Finance advised that the Agency had not received formal notice of its 2015 budget allocation. Tusla was working on a budget for 2015 based on the publicly stated budget figure of €623 million.	
4.2	The CEO confirmed that Tusla had not received its Performance Statement for 2015.	
4.3	The Board stated they were not in a position to approve the Budget for 2015 in the absence of the Performance Statement for 2015.	
4.4	The CEO agreed to contact the Secretary General of the Department regarding the Performance Statement for 2015 after the Board meeting and revert to the Chair.	
4.5	The Board noted the proposed timetable for the completion of Tusla's annual financial statements for 2014.	
4.6	CEO agreed to update Board on his meeting with the Director General, HSE, scheduled for the 12 th January 2015 to discuss the due diligence process.	
4.7	The Chair of the Audit Committee recommended the approval by the Board of the Family Support Agency's Financial Statements for 2012 and 2013. The Board approved the Family Support Agency's Financial Statements for the year ended 31 st December 2012 and the 31 st December 2013.	
4.8	The Board agreed that the issue identified in the Statement on Internal Financial Control in relation to the regularity and propriety of certain travel and subsistence payments made to an individual by the Family Support Agency during 2012 should be reported to the Standards in Public Office Commission.	
5.0	School Completion Programme	
5.1	The Board noted the School Completion Programme (SCP) paper and, in particular, budgetary and governance matters.	
5.2	The Chair of the Quality Assurance and Risk Committee expressed concern that the ESRI commissioned SCP report would provide quantitative data only and may not fully reflect the work of the SCP. In addition the Chair alerted the Board to the potential for reputational risk in relation to any SCP cost containment	

5.3	measures. The Board confirmed that no decision had been made in relation to proposed SCP cost containment measures.	
5.4	The Board agreed to request a draft copy of the ESRI report for consideration at a later juncture. The final ESRI report is expected by end of Q1.	
6.0	Monthly Reports <i>Fred McBride, Chief Operating Officer, Paul Harrison, Director of Policy & Strategy, Brian Lee, Director of Quality and Assurance joined the meeting</i>	
6.1	The Board noted the National Performance Report for October 2014.	
6.2	The Board noted the Measure the Pressure Report for Qtr3. The Director of Quality Assurance agreed to make available to the Board a mock-up of a new integrated performance report which will be presented to the Quality Assurance and Risk Committee at their next meeting.	
6.3	The Board noted the Business Plan for 2014 Qtr 3. The Annual report on the Business Plan 2014 will be available for January Board meeting.	
7.0	CEO Report	
7.1	The CEO confirmed the Minister signed off on the Corporate Plan 2015- 2017 and work was progressing in relation to the Business Plan for 2015.	
7.2	Migration to the Brunel building has been delayed due to a number of technical issues. The HSE and the landlord are in discussion regarding same.	
7.3	The Recruitment process commenced in relation to domestic and sexual violence posts.	
	<i>Board meeting concluded at 11.00 am on arrival of Minister</i>	
8.0	Sub-Committee - Updates	
9.0	AOB	