



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING		
27 th February 2015 AT 9.00AM		
Tower Hotel, Waterford		
Present	Norah Gibbons Gary Joyce Sylda Langford Ita Mangan Gary Ó Donnchadha Rory O’Ferrall Noel Kelly	Chair Deputy Chair Board Member Board Member Board Member Board Member Board Member
Absent	Noelle Spring PJ Fitzpatrick	Board Member Board Member

In Attendance	Gordon Jeyes Fred Mc Bride Kay Keilthy	CEO Chief Operations Officer Board Secretary
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SIGNED: _____ DATE: _____

CHAIRPERSON

Board Members Only

The Board agreed at their meeting to undertake an evaluation of the Board in 2015.	8.30am
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Board Meeting

1.0	Declarations of Interest	9.00am
1.1	None	
2.0	Minutes of the 30th January 2015	
2.1	The Minutes of the Board Meeting held on the 30 th January 2015 were approved and signed.	
3.0	Matters Arising	
3.1	The due diligence process is still with the DCYA.	
3.2	The Director of Finance and the Director of Quality Assurance have scheduled a meeting with the State Claims Agency.	
3.3	The CEO submitted the Business Case for the development of Legal Services to DCYA and was awaiting response.	
3.4	The draft Education Welfare Services ESRI report will be available at the March meeting for due consideration by the board.	
4.0	Finance <i>Director of Finance joined the meeting by teleconference</i>	
4.1	Management Accounts for January and February 2015 will be presented at the March board meeting.	
4.2	The Director of Finance presented a paper on the Budget Allocation for 2015 showing an overall non capital budget to be allocated of €631.1 million. The paper provided a summary of the bases and assumptions used in determining the budget for 2015.	
4.3	A Capital Budget of €12.36 million has been provided to the Agency in 2015. The Capital Plan for 2015 remains in development.	
4.4	The Board approved the Budget Allocation for 2015.	
4.5	A letter from the Minister dated 26 th February 2015 in relation to the Business Plan 2015 was distributed at the meeting. The letter sought consideration and clarification under the following headings: Unallocated cases; Capital plan; Savings required; Children First; Children and Young Person's Services Committees. The board considered the letter in detail. The Chair agreed to issue an initial response including board observations and request an opportunity to discuss the matters raised with the Minister at the earliest opportunity.	
4.6	The board agreed to provide the Minister with the Cost Containment Implementation paper and assessment of the implementation status of cost containment targets set out in the Business Plan. The board also agreed to provide the Minister with a high level description of the budget reduction distinguishing between management efficiencies and cost reductions which may impact on service levels.	
4.7	The board noted the letter of engagement from the Controller and Auditor General for the audit of the financial statements for 2014 and the implications of the requirements under Circular 13/2014 referred to in the letter.	
5.0	HR	

5.1	The board noted the Employment Monitoring Report for January 2015.	
6.0	Estates	
6.1	The CEO updated the board on the progress to date of moving Tusla into the Brunel Building.	
6.2	The board approved the proposed lease of the Brunel Building ground floor and the accompanying 3 parking spaces.	
6.3	The board approved the proposed lease of 22 additional car parking spaces at the Brunel Building.	
7.0	Business Plan 2015	
7.1	The board noted the final version (V14) of the Tusla Business Plan 2015.	
8.0	Performance Reports	
8.1	The board approved the December 2014 Monthly National Performance Activity report for publication subject to correction of year in first column of Administrative Area table on page 4 and page 5.	
8.2	The board approved the Quarter 4, 2014 National Performance Activity Report for publication.	
8.3	The executive to refine narrative used in relation to unallocated cases.	
8.4	The board noted the overview of the summary reports of HIQA inspections in Tusla Child Protection, Welfare and Foster Care.	
9.0	AP Update	
9.1	The board noted the Progress Report: Development and Mainstreaming Programme for Prevention, Partnership and Family Support (PPFS).	
9.2	The Minister will launch the PPFS on the 13 th April 2015 in Dublin Castle.	
10.0	Tusla Research Strategy	
10.1	The board approved the Research Strategy for Tusla.	
11.0	CEO Report	
11.1	The CEO highlighted the Agency's key obligation under the Vienna Convention, Brussels Phase 2 Protocol and Istanbul Convention.	
11.3	The next phase in the Model of Delivery working presentation will involve consultation, commissioning and change programme.	
11.4	The CEO advised that the Agency had accepted the Ombudsman's report and had commissioned an independent review of the files in relation to [REDACTED].	
12.0	AOB	
12.1	The board noted the HSE report outlining procurement undertaken, submitted tenders and evaluation procedure in relation to the tender submitted by Townlink Construction for capital works at Ballydowd Special Care Unit.	