

## **Minutes of Management Board Meeting held on 30th January 2017**

Attendance: Secretary General (Fergal Lynch), Bernie McNally, Michelle Shannon and Éimear Fisher. Apologies: Dermot Ryan. Clare Rudden reporting.

### **1. Minutes of Last Meeting**

The minutes of the meeting of 23<sup>rd</sup> January 2016 were agreed with one amendment.

### **2. Matters Arising**

All matters arising were discussed as part of brief updates.

### **3. Brief Updates**

**MS** gave updates on: (i) Adoption (Amendment) Bill, (ii) Commission of Investigation [Mother and Baby Homes], (iii) Judicial Review Cases, (iv) Oberstown [Buildings and Independent Reviews], and (v) Suspended Sentences.

**BM** gave updates on: (i) Ministerial meeting with ICTU, (ii) Affordable Childcare Scheme, (iii) Compliance Report on CCS [Mazaars], (iv) West Clare Case, (v) School Age Childcare Action Plan, (vi) Meeting with OECD, (vii) Expansion of CCS, (viii) Children's Equality Commission, (ix) ETBI [Memorandum of Understanding signed], (x) Meeting with IMPACT [2 Feb], and (xi) Louth/Meath Education Training Board.

**EF** gave updates on: (i) Children First Implementation, (ii) Brexit conference, (iii) GAL [Heads of Bill published], (iv) Disability Protocol [Ministerial Meeting], (v) SOG on Social Policy and Public Sector Reform [31 Jan], (vi) Meeting with CRA, (vii) Meeting with Geoffrey Shannon, and (viii) Meeting with Niall Muldoon [Ombudsman for Children].

- Disability Protocol [Ministerial Meeting] – EF will provide papers to FL.

### **4. Review of MB/PO Meeting**

There was a preliminary review of the MB/PO meeting held on 25 January. The consensus was that it had been a useful discussion of risk and of the steps the Department should now take to ensure that it is best organised and structured to achieve its objectives.

However it would be important to maintain the momentum created by the interaction with the PO group, and it was agreed to schedule a further such discussion for the coming weeks. It was agreed to schedule this item for further MB discussion on 6 February, by which time a finalised note of the meeting and the results of a short survey taken at the meeting of 25 January would be available.

### **5. Vote 40 – Expenditure Analysis to end December 2016**

This was noted by the MB and FL advised he will submit the analysis formally to the Minister for her information.

### **6. For noting**

- (i) Government Memos – BM and MS to update.

## **7. AOB**

- PMDS training was completed for all staff last week. FL asked MB members to ensure that their staff members have completed their 2016 end of year reviews.
- Business Planning meetings with units have been scheduled for February.
- EF advised that her unit will prepare a paper outlining the learning following their recent preparation work for the appearance of the SG before the PAC. This will be brought to the MB for information upon completion. FL advised that the document which was prepared for the incoming Minister in early 2016 consisting of one page summaries of key issues was very useful during his preparation. It would be valuable for these to be updated on a regular basis.

## **8. Next Meeting**

The next meeting will take place on Monday 6<sup>th</sup> February at 2:30pm.