

**Agenda for Meeting 1
29th and 30th October 2019
Day 1 – 09:30-17:00**

9.30-11.00 Agree overarching approach to project and processes of working

- Welcome and introductions (30 minutes)
 - Short address by Minister/Secretary General
 - Opening by Chair
 - Brief round of introductions of members
- Terms of Reference (45 minutes) – paper in advance
 - Discussion led by Chair
 - Amendments made as necessary, ToR considered
- Practical and logistical issues including meeting schedule (15 minutes) – paper in advance
 - Any clarifications required

11.00-11.30 Coffee

11.30-13.00

- Project Outline (60 minutes) – paper in advance
 - Introduced briefly by DCYA
 - Discussion, amendment as required, adoption
- Research Partnership (30 minutes) – paper in advance
 - Introduced by DCYA

13.00-14.00 Lunch

14.00-15.00 Setting the context

- Early Learning and Care and School Age Childcare in Ireland (60 mins) – paper in advance
 - Introduced by DCYA
 - Discussion and clarification as required

15.00-15.15 Coffee

15.15- 16.45 Briefing on other relevant developments/developments/initiatives

- Early Years Sector Profile – paper in advance
 - Briefing on key findings of annual survey, Ela Hogan
 - Discussion and clarification
- Workforce Development Plan (30 minutes) – paper in advance
 - Project briefing by Bernie McNally, DCYA
 - Discussion on how both projects will interact
- Briefing on related First 5 initiatives (30 minutes) – paper in advance
 - Anne-Marie Brooks, DCYA

16.45-17.00 Note any matters requiring clarification/further discussion

17.00 Close

18.00-20.30 Dinner, Schoolhouse Hotel

Day 2 – 09:00-14:00

09.00-11.30 Review, consider and propose amendments for incorporation

- Principles for a new Funding Model (60 minutes) – paper in advance
 - Introduced by DCYA
 - Discussion and agreement

- Approaches to Engagement and Consultation (90 minutes) – paper in advance
 - Introduced by DCYA
 - Discussion and agreement

11.30-12.00 Coffee

12.00-13.30 Make key initial decisions

- Adopt Terms of Reference
- Agree subjects for first set of working papers – papers in advance
- Agree which papers from Meeting 1 to publish
- Agenda for next meeting
- Overall reflections on approach
- Any other business

13.30 Close followed by lunch