

**Management Board Meeting Minutes**  
**(Held via Skype)**  
**27 April 2020**

**Attendance:** Secretary General (Fergal Lynch); Bernie McNally; Dermot Ryan; Laura McGarrigle and Conor Rowley. Miriam Kenna reporting.

PO attending: Vera McGrath and Ger Hughes.

**1. Minutes of Last Meeting**

The minutes of meeting of 14 April 2020 were agreed.

**2. Matters Arising**

There were no matters arising.

**3. Covid-19: review and update of overall situation**

It was agreed to focus on items not previously raised at recent meetings, including the meeting held between the MB and the AP group on Friday 24 April.

BMcN reported that the Minister has requested an outline plan setting out how Early Years Learning and School-Aged Care services might be re-opened incrementally in line with public health requirements as the Covid situation dictates. BMcN and her team were working on this at present. As part of the work, the EY team was asked to look at potential areas of development or investment in light of financial decisions that might be made from September 2020. It was noted that any specific proposals for future spending would need to be examined in the context of discussions on the formation of a new Government; the outgoing Government could only deal with more immediate resource allocation issues. The paper could give factual information on the estimated costs of different options or initiatives. DR offered any assistance that could be given from his side, which was welcomed.

CR said that he was leading the preparation of a short paper from the Minister to the Taoiseach that would deal with the impact of the Covid restrictions on children, young people and families. The paper would address actions that might be contemplated in sequencing the unwinding of the current restrictions. A meeting had been held with relevant units and the work would be completed shortly.

CR said that a paper has been finalised outlining DCYA/Tusla services that are in place for vulnerable children, young people and their families and how these are stepping up responses during this Covid 19 emergency. The paper would be circulated shortly to the MB.

**4. PMO report on DCYA Workforce Position & Business Planning and prioritisation work**

Sinead McEvoy and Ger Hughes presented updated papers on (i) the workforce position and (ii) business planning. It was noted that some 25% of all staff (71) have been identified for contact tracing (22) or temporary reassignment (49 in two phases) and that 3 staff had been reassigned internally, in addition to the PMO staff who were now carrying out other work.

This figure was likely to rise after the Early Years Division's position in relation to childcare for essential health workers became clearer.

The MB welcomed the updated analysis of business planning for all four divisions, and agreed it was a valuable exercise that would assist in prioritisation of work and reassignment of staff where necessary. It was noted that while the objectives by unit were very detailed, the MB needed a higher level overview, similar to the Divisional plans agreed for the current year before Covid-19. A lesson for next year was the value of Key Performance Indicators or other similar markers to assess progress in overall implementation of the Department's work.

Ger Hughes undertook to carry out further analysis of the data in the coming week.

#### **5. For Noting**

Updates on main developments by each Division/unit, as summarised on the Hive site, were noted. The FOI report was also noted.

#### **6. AOB**

Arrangements for the briefing of party/group spokespersons were confirmed for Wednesday 29 April. The Minister and MB members would take part either in person or via video conference.

FL thanked all involved in the well-being launch of resources for children, young people and parents on Friday 24 April.

#### **7. Next Meeting**

The next MB meeting was confirmed for Tuesday 5 May at 10.30.