Management Board Meeting Minutes
Monday 6 November 2017, 10.30

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

1. Minutes of Last Meeting
The minutes of the meeting of 18 October, 2017 were agreed.

2. Matters Arising
FL reminded MB members to return their comments on the DCYA/Tusla communication item.

3. Brief Updates
BMcN provided updates on (i) Early Years supports for refugees resettlement (ii) Early Years Forum (iii) Pobal (Service Level Agreement) (compliance issues) (iv) Early Years Capital Schemes (v) ACS (vi) Schools Completion Programme (v) Independent Review of Childcare and (vi) Department of Education and Skills special investigator to Kildare/Wicklow ETB

MS provided updates on (i) Adoption (International Adoption Association) (ii) Adoption Authority (Press Release) (iii) Adoption Amendment Bill (iv) Ombudsman draft report on refundable fees for inter-country adoption assessment (v) Oberstown (civil cases) (vi) Adoption Information and Tracing Bill and (vii) Mother and Baby Homes (Interdepartmental Group)

DR provided updates on (i) Tusla (ii) Joint Oireachtas Committee Report (Foster Care Services in Ireland) (iii) Miesian Plaza.

EF provided updates on (i) Children First Act 2015 (Inter Departmental Group and Tusla Working Group).

4. PMDS compliance and report from HR
FL welcomed the PMDS report which recorded 95% compliance with mid-year review. He thanked all involved in encouraging and helping staff to embrace the process. He urged that the momentum now gained should be followed through to promote a high compliance rate for end of year reviews.

5. Strategic Communications Unit
John Lohan and Michael Keenan joined the meeting for this item. FL outlined the background to the establishment of the Strategic Communications Unit which is to be integrated within the civil service and led by the D/Taoiseach**.** DR will be the DCYA representative on the A/Sec network of officials, a meeting of which is scheduled for 8 November. Possible Departmental priorities for the template supplied by the SCU were discussed, and it was agreed that clarification would be sought on what was being sought.

6. Oberstown – Current Issues

Tony O'Donovan joined the meeting for this item. He gave an update on current issues relating to the Oberstown Children's Detention Centre including (i) a series of reviews commissioned by the Board of Management of Oberstown (ii) Oberstown Campus Statistics.

7. Business Planning and Risk Management Arrangements, 2018

John Lohan and Michael Keenan attended for this item. The MB agreed to the approach proposed in the document circulated in advance, *Preparation of Business Plan and Risk Management for 2018*. FL asked that the MB Business Plan meetings to be held in January with each Division should be put in everyone's diary as soon as possible.

8. For Noting

It was agreed that MB members would ensure that material on forthcoming press releases and publications would appear in the communications update.

9. AOB

The draft agenda for the December Town Hall meeting was discussed and will be finalised shortly.

DR and JL asked that updated material of relevance to implementation of the Traveller Roma Strategy be supplied by relevant units as soon as possible.

FL asked that, following on from the discussion at SMT of 3 November, MB members seek the views of their respective units on possible organisational structures options for the Department in advance of a discussion at MB on 27 November, to be followed by a discussion at SMT on 1 December.

Minutes of the Audit Committee Meeting (23rd June 2017) were noted.

FL will be attending *It's our Brexit too: Childrens Rights, Children's Voices* Conference being organised by the OCO (in Newry), and a meeting of the *Goal Advisory Group* (in Belfast) in Belfast on Friday 10 November.

10. Next Meeting

The next meeting was confirmed for Monday 13 November 2017 at 10:30.