



Purpose	Equal Participation Model – Project Steering Committee – Meeting 2
Date	28 th February 2023
Venue	Webex
	Minutes
Attendance	<p>In attendance: Anne-Marie Brooks (DCEDIY, Chairperson), Áine Brummell (CCI), Louise Butler (Pobal), Mark Considine (DCEDIY, Access and Inclusion Unit), Delia Goodman (Better Start), Fiona Healy (DCEDIY, Access and Inclusion Unit), Micheál Killilea (DE, Social Inclusion Unit), Kate Levey (DCEDIY, Child Rights Policy Unit), Gillian Martin (DCEDIY, Sector Development Unit), Helena O’Brien (Tusla, Dún Laoghaire-Rathdown CYPSC), Ciara Pidgeon (DCEDIY, Parenting Support Policy Unit), Martin Quigley (Pobal, Data and Analytics), Ciaran Sheelan (Pobal), Carolina Silva (Pobal), Joanne Tobin (DE, Early Years Education Policy Unit), Toby Wolfe (DCEDIY, Quality Unit)</p> <p>Secretariat: Amy O’Riordan (DCEDIY, Access and Inclusion Unit)</p> <p>Apologies: Amy Anderson (DCEDIY, Access and Inclusion Unit), Paul Norris (DSP, Social Inclusion Unit), Roshin Sen (DSP)</p>

Welcome including previous minutes, agenda, PSC Terms of Reference (ToR):

The Chair welcomed all members to the second meeting of the Project Steering Committee (PSC), noting the apologies as list above.

Decisions:

- It was noted that there was a small edit to the TOR and this was approved.
- The minutes from the first meeting were also approved.

Actions:

- The minutes will be published online.
- The final ToR will be circulated.

Progress since last meeting:

A presentation was delivered on the progress made in February, including:

- the completion of semi-structured interviews with key stakeholders
- the commencement of workshop planning, including the appointment of a workshop facilitator

It was noted that targeted parent consultations will be conducted by a third party and additional data from parents will be gathered by the National Parent’s Council and through the ECCE review.

Action: Workshop plans will be finalised and invitations issued in due course.



Preliminary findings from semi-structured interviews:

A presentation was delivered on the preliminary findings from the semi-structured interviews.

Actions:

- A full report analysing the findings from the semi-structured interviews will be written up and shared with the PSC.

Identification Model:

Pobal delivered a presentation on a prototype identification model under development. On foot of the discussion that followed, Pobal undertook to continue work on refining the identification model and testing its application with live data as it evolves. .

Actions:

- The PSC was invited to submit any observations or further thoughts on the prototype identification model via email, which will be shared with Pobal.
- Pobal to engage with DE on issues raised.
- Further review and testing to take place to evolve model.

Meeting close and AOB:

Action:

- An overview of the funding model - Together for Better – will be provided to the PSC at the next meeting.
- The date for the in-person PSC meeting in May will be agreed via email based on members' availability.