

Management Board Meeting Minutes

(in person)

Monday 23rd January 2023 at 10.30 am

Attendance: Secretary General (Kevin McCarthy); Laura McGarrigle; Dermot Ryan; Carol Baxter; Anne-Marie Brooks and Colm O’Conaill

Apologies: Sheenagh Rooney and Lara Hynes.

Miriam Kenna reporting.

1. Minutes of Last Meeting

The minutes of meeting of 09 January 2023 were agreed.

2. Matters Arising

Preparation for business planning meetings with divisions is progressing, with a standard suggested format.

3. Ukrainian Crisis and International Protection updates

CB gave brief updates on the situation at present including:

- Accommodation available for BOTPs for the next 10 days, but situation being closely monitored with regard to arrival levels, tightening accommodation availability and risk of loss of expiring contracts
- IP accommodation now extremely problematic as arrival numbers remain high, new accommodation supply is extremely limited and significant pressure now coming on numbers in City West
- Particular acute challenge in securing accommodation for single male IP applicants
- Anticipated need to pause entry to City West for new arrivals
- Issue of growing number of people with status remaining in IP accommodation continues to be a factor in the overall accommodation pressure
- All options for accommodation are being reviewed, including discussions with Defence Forces and CCMA in relation to potential contingency IP accommodation
- New “offer of accommodation” system will be launched later today (Monday 23rd January)
- Work being led by Conn Murray on medium to long term accommodation strategy with a focus on refurbishment and vacant buildings initiative
- Continuing volume and staffing pressures on a number of fronts (meeting of KMCC, DR and HR Manager with PAS last week noted)
- Minister O’Gorman and officials meeting with the Taoiseach on Thursday to brief on current IP and Ukraine response challenges
- Preparations for Cabinet Committee next week, including comparative paper on offerings in other EU member states

4. DCEDIY organisation development

MB further discussed potential elements of the approach to an organisational development process and agreed

- to identify potential dedicated internal and external support
- to arrange an external facilitation service to support initial scoping discussions at MB, SMT and with wider staff groups (DR to arrange via L&D)
- to conduct a staff survey/culture audit as a starting point for the process (LMcG to arrange via REU)
- to align timing of process on new statement of strategy to allow key inputs from facilitated discussions
- to update at next SMT meeting

5. EY Scheme

Davin Roche and Hannah Graham attended for this item. A paper had been circulated prior to the meeting.

HG gave a brief overview of the background to First 5 and overall progress on the outcomes, actions and milestones to date.

MB thanked the team for the update and noted positive progress on the delivery of key First 5 Strategy outcomes. It was agreed to give further consideration to the communication of these along with detailed annual implementation reports for 2020 – 2022.

6. For noting

The papers circulated under this heading were noted by MB members.

The draft Protected Disclosures Policy and Interim Guidance deferred for discussion at the next MB meeting.

MB agreed to confine written HIVE updates for MB to a smaller number of significant updates/issues only.

7. AOB

Applications are now open for the *2023 Principal Officer (PO) and SPS Talent Management Programmes*.

Arrangements for filling of a Private Secretary post for Minister of State Joe O'Brien, with additional wider duties within the IP division, noted.

Notice for Expressions of Interest (EOI) for Ministerial Liaison Officer at HEO/AO grade in the Department will be issued shortly.

8. Next Meeting

The next MB meeting was confirmed for 07th February 2023.