

**Management Board Meeting Minutes**  
**(in person and by skype)**  
**Monday 29th May 2023 at 10.30 am**

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

Miriam Kenna reporting.

**1. Minutes of Last Meeting**

The minutes of meeting of 15 May 2023 were agreed.

**2. Matters Arising**

There were no matters arising.

**3. Ukrainian Crisis and International Protection updates**

SR gave brief update on the Ukraine BOTP situation at present including:

- BOTP accommodation availability remains steady. The situation is being kept under review.
- Student accommodation will be coming on board shortly.
- SR and CB will attend JC CEDiy meeting on 30 May.
- Ministerial briefing on policy options paper planned for Wednesday 31<sup>st</sup>.
- Other projects including business optimization, pivot and registrations continue to be worked on.

CB gave brief updates on International protection including:

- Unaccommodated IP applicant numbers have reduced significantly, although overall accommodation problems remain acute
- Bed booking system will be in place for City West shortly
- A number of avenues being proposed to identify and use more emergency accommodation.
- The number of people with status is reducing in a positive manner.
- Community engagement continues to be worked on as resistance and protests continue.

**4. Organisational development process**

Kate Levey joined the meeting for this item. She shared with MB a draft paper outlining proposed common Terms of Reference of each Task Group

MB discussed and agreed that KL would update the Terms of reference to reflect the discussion and any further MB feedback.

Expressions of interest from staff to participate in the groups has been sent out with a closing date of Wednesday 31<sup>st</sup> May.

**5. Priorities & Horizon Scanning: Update from EU & International Unit**

Bryan Patten joined the meeting for this item. A paper had been circulated to the MB prior to the meeting.

BP updated on the range of current and anticipated issues being handled the unit.

MB agreed to the addition of a quarterly update on EU Horizon Scanning to the MB Agenda; to see updates on the Hive for MB meetings for the coming week and to include EU and International issues for discussion at SMT.

MB noted the need for a second attaché, subject to business case and scoping exercise, in the context of the Department's extended EU remit and the upcoming 2026 EU Presidency.

#### **6. Payments Optimisation Update**

Ray O'Neill and Janice Whitcomb joined for this item. A paper had been circulated to the MB prior to the meeting.

DR, RO'N and JW gave an update of the BPO (Business Process Optimisation) programme project to date and future potential.

MB noted and welcomed the project and its importance in supporting improvement in the Department's capacity to process Ukraine accommodation payments at volume.

#### **7. Vote Update**

Gordon Gaffney, Patricia Ballintine and Aisling Roughan joined for this item. A comprehensive paper had been circulated to the MB prior to the meeting.

GG updated MB on the Monthly Vote Management report including an overview of the vote; vote management; the current position and the forecast outturn for 2023.

The MB discussed and the pressures on the vote were noted.

#### **8. For noting**

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

#### **9. AOB**

The Department has been invited to the Committee on the Irish Language, Gaeltacht and the Irish-speaking Community on 5 July 2023.

SMT meeting will be held on Friday 2<sup>nd</sup> June 2023.

#### **10. Next Meeting**

The next MB meeting will be Monday 12<sup>th</sup> June 2023.