

## **Management Board Meeting Minutes** **Monday 24<sup>th</sup> July 2023 at 2.30pm**

**Attendance:** Secretary General (Kevin McCarthy), Anne-Marie Brooks, Sheenagh Rooney, Laura McGarrigle, Carol Baxter and Dermot Ryan.

Apologies from Colm O’Conaill and Lara Hynes.

KMcC noted that following a recent TLAC competition, Mr David Delaney has been appointed as Assistant Secretary General to the role of Head of International Protection and Integration Division and will be in attendance at the next meeting.

Miriam Kenna reporting.

### **1. Minutes of Last Meeting**

The minutes of meeting of 11<sup>th</sup> July 2023 were agreed.

### **Matters Arising**

There were no matters arising.

### **2. Ukrainian Crisis and International Protection updates**

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

- BOTP numbers continue to increase adding more pressure to accommodation availability. The situation is being kept under review.
- A contingency planning group has been set up to consider anticipated accommodation pressures
- Minister O’Gorman will be updated and issues will be raised at the next SOG
- Work of new dedicated team on compliance issues continues

CB gave brief updates on International protection including:

- Numbers applying continue to increase, with over 22,000 now being accommodated.
- Update provided on people with status
- Ongoing protests and unrest continue to cause concern
- Evaluations from the Tender process will give a net gain of approx. 1300 beds
- Protocol around the use of previous student accommodation is being discussed with D/FHERIS
- Work continues on contingency options for future accommodation

### **3. Recruitment Update**

Simon Conry, Noreen Leahy and Eimear Cowan joined the meeting for this item.

An update was provided on the planned use of the Department’s direct recruitment licence. It was noted that Staffline Ireland has been awarded the contract to be the recruitment partner for the department. Arrangements in respect of Garda vetting were discussed.

NL outlined the Department’s overall recruitment requirements, plans and potential timeframes.

It was agreed to move ahead with direct recruitment in the planned grades (service officers, accountants, COs and EOs) and to scope potential further specialist post requirements. Consideration to be given to the effective messaging of opportunities within the Department, drawing on potential ideas from the relevant OD task group. The potential of offering flexible employment opportunities (recruitment into part-time and non-Dublin based roles) to also be considered. A further update on progress to be provided at the end of August MB meeting.

### **Higher Scales Update**

Noreen Leahy and Eimear Cowan remained to provide an update on Higher Scales. NL updated on recent discussion with Unions and sought MB view on preferred process for awarding Higher Scales, based on previous experiences. Following MB discussion of available approaches, it was agreed on balance that awards based on seniority, subject to suitability, offered a fair and pragmatic approach. NL to meet and discuss further with the Unions involved.

### **4. For noting**

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

KMcC noted and thanked all involved with preparing Memos for final Government meeting before the summer recess.

Progress continues on the Statement of Strategy.

A meeting with the Chief State Solicitors office has been scheduled for late August. It was noted Eanna Hickey (Legal Unit) will be compiling a list of requests for advices to the CSSO from all units of the Department and that it is intended to develop a protocol for copying legal unit in on all requests to CSSO with a view to maintaining a central picture. This may also include guidance on when and in what circumstances CSSO requests should be made.

### **5. AOB**

Organisation Development:

Kate Levey joined the meeting to give an update on the progress of task groups and agree next steps to be communicated at Town Hall Meeting scheduled for 2.30p.m. 25 July 2023.

MB agreed overall target timeline for developing Organisation Development Action Plan, as follows.

- Task Groups actions to be shared with PMO by Friday 15 September.
- Draft Organisation Development Action Plan to be presented to Management Board by Monday 25 September.
- Task Groups to be given opportunity to present direct to Management Board – week beginning 2 October.
- Final Draft Action Plan to be considered by MB on 9 October and to be presented at Town Hall to take place as soon as possible thereafter

Estimates:

Closing date for return of divisional estimate templates is today 24<sup>th</sup> July. Finance team, together with DR and KMcC will meet with Minister O’Gorman on 25<sup>th</sup> July for an initial estimates discussion.

It was noted that Minister O’Gorman will be on leave from 16<sup>th</sup> August.

**Next Meeting**

The next MB meeting will be on Monday 28<sup>th</sup> August 2023 at 10.30.