

Caranua Board minutes 06th February 2020

Present: David O’Callaghan, Patricia Carey, Francis Treanor, Katherine Finn, Frances Harrington, Richard Heeney

Apologies: Damian Casey, Phyllis Morgan Fann, Tom Daly

In attendance: Rachel Downes, Michael Fitzpatrick (Secretary), Sinead Dwyer, Jane Merrigan

Item	Discussion	Decision Action	Update from last meeting
1. Quorum, Apologies and Conflicts of Interest Declarations	<p>The Chair noted that there was a quorum present and that apologies had been received from three Board members who were unable to attend.</p> <p>No member had declared a conflict of interest in the Agenda.</p>		
2. Minutes of the last meeting	<p>Minutes of the last Board meeting from 19st December 2019 were agreed. No issues arising from the minutes.</p> <p>Minutes from 19th December: Proposed by: Patricia Carey Seconded by: Frances Harrington</p>	DOF will pass Board minutes from the last ordinary Board meeting to the Head of Communications to publish on the website.	

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3. Report on Applications	<p>The BoardPack contained a report in relation to the status of applications on hand, covering the following:</p> <ul style="list-style-type: none"> • Status of current open applications; • Completed applications in 2019; • Appeals (all years and 2019), feedback received (2019), complaints (2019), freedom of information requests (2019) and data protection breaches (2019). 	Executive will continue to update the Board at each meeting.	
4. Report from Executive	<p>An Executive Report was presented by the CEO, covering the following:</p> <ul style="list-style-type: none"> • Recruitment: Two temporary application advisers will be recruited via agency. • Premises: Six months notice period given to the OPW to end the rental contract. • Department of Education and Skills: <ul style="list-style-type: none"> - Chair, CEO and DOF met with the Dept. 24th January 2020 to discuss issues raised in the letter from Caranua in December. Await formal response. - Regular meetings will take place with Redress Unit to support a smooth transition to wind-down and address issues such as a cut-off date for Appeals, process for uncashed/cancelled cheques via Fexco, C&AG audit. 		

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	<ul style="list-style-type: none"> • Legal Update: Legal proceedings against MPM and a case where Caranua was named on a civil bill. • Services Update: <ul style="list-style-type: none"> - CEO updated the Board on an engagement project in November / December where ID had not been previously received from applicants and a full review of 280 case files to project the number of post cessation applications that may be opened. - One to one meetings and prison outreach meetings are ongoing. - Meeting with survivor support groups 12th February. 		
5. Governance Matters	<p>The 2019 annual report of the Audit & Risk Committee was reviewed and approved by the Board.</p> <p>An evaluation of the Code of Practice for the Governance of State Bodies was discussed and deemed to be 100% compliant for 2019.</p>		
6. Outcome of the Board's Self Evaluation	The Chair deferred this item to the next Board meeting due to the absence of three Board members.		
7. Contracts for Approval/Noting	There were no contracts for noting.		

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8. Finance and Risk Matters	<p>The DOF gave an update to the Board in relation to:</p> <ul style="list-style-type: none"> • Finance report to 31st January on operational expenditure & service payments; • Risk Register which has no issues in Red with a score of 15 or greater; • A discussion was had in relation to payment of funding supports. The Chairperson reiterated that funding support payments should be made in staged payments as per discussions with C&AG & Public Accounts Committee. 		
9. Subcommittee - wind down of Caranua	<p>The Chair of the wind-down subcommittee provided an update on the following:</p> <ul style="list-style-type: none"> • Monthly meeting in place with Dept. The next meeting is 10th February; • Formal response awaited from Dept. to CEO's letter from December; • Invitation to tender for an independent evaluation of the work of Caranua; 	<p>Invite tenders to evaluate the work of Caranua.</p>	
10.AOB	<p>A discussion was held in relation to supports for Survivors, in particular enhanced medical cards & pension top ups. Both of these areas were raised by the CEO when presenting to an inter-departmental group set up to look at the needs of Survivors.</p> <p>Following the 2019 Commemoration and Celebrations events, a document is being prepared on behalf of the organising committee which sets out the following recommendations;</p> <ul style="list-style-type: none"> • Enhanced medical card for Survivors; 		

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	<ul style="list-style-type: none"> • Provision of advocacy supports for Survivors in the long-term, including accessing public services, linkage with support services, homelessness and addiction supports; • All medical, civil and public service staff working in a customer facing role should receive trauma informed practice on how to identify a survivor and the different approaches to the support they may require. • Identification of supports needed by Survivors based outside of Ireland. 		
11. Next meeting	<p>The next Board meeting is scheduled for 12^h March. The next Audit and Risk Committee meeting is scheduled for 2nd March.</p>		