



## Meeting of the National Steering Group for Children and Young People's Services Committees

**Venue:** Minister's Conference room, DCYA.

**Date:** Thursday 9<sup>th</sup> February 2017

<b>In Attendance:</b>	
Dr Noelle Spring	Chairperson
Martina Moloney	Independent nominee and Vice Chairperson of CYPSC NSG
Colma Nic Lughadha	National Co-ordinator for CYPSC
Conor Rowley	Policy Innovation Unit, DCYA
Shay Fulham	Community & Voluntary sector
Ann O'Dwyer	Education and Training Board Ireland (ETBI)
Caroline Duignan	Local CYPSC Co-ordinator nominee
Cormac Grundy	Policy Innovation Unit, DCYA
Gary Kiernan	TUSLA, Child and Family Agency
Sinead Carr nominee	Local Authority representative & CYPSC Vice Chairperson nominee
Brian McIntyre	Department of Education and Skills
Eileen Connolly	Policy Innovation Unit, DCYA
<b>Apologies:</b>	
Dr Julie Heslin	Health Service Executive
Angela Toolis	Local CYPSC Chairperson nominee
Willie McIntosh	Department of Education and Skills
Diarmuid O'Leary	Department of Housing, Planning, Community and Local Government

**Please note that the Actions from this meeting are listed at Appendix 1 in Task List**



## 1. Introductions:

- Conor Rowley welcomed the new Chairperson, Dr Noelle Spring and thanked Martina Moloney Vice Chairperson for her support in standing in as Chairperson over the last few months.
- Dr Spring is currently Director with the Katharine Howard Foundation and previously worked with the Health Service Executive and the Combat Poverty Agency.
- Martina Moloney welcomed Noelle and assured her of full support from the Group.
- The Chairperson acknowledged all the work done to date developing the CYPSC structure, and having had connections with CYPSC previously, she is looking forward to learning more from all the members. Noelle proposed that with so much change and development having taken place in 2016, this phase can be viewed as another beginning for the Steering Group.
- The Chairperson welcomed Gary Kiernan as the new Tusla representative, and thanked his predecessor Mary Hargaden (on her retirement from Tusla) for her work on the CYPSC Initiative.

## 2. Minutes of last meeting and matters arising:

### *Commissioning:*

- Conor requested that the Commissioning item would be addressed at the next meeting of the NSG. The updated Tusla Commissioning documents will be circulated prior to the next meeting.

### *Programme for Government (PfG):*

- The PfG will be circulated to the NSG by DCYA

### *Feedback from the Children and Young People's Policy Consortium meeting June 2016:*

- A response from Department of Social Protection (DSP) has not yet been received to the letter from Secretary General of DCYA requesting a DSP representative for the CYPSC National Steering Group (a reminder letter has issued). The importance also of having a DSP representative at local level on each CYPSC was discussed.
- Discussions on the engagement with Department of Health, Healthy Ireland and HSE will be further discussed with Julie Heslin.

### *Status of CYPSC Co-ordinator appointments:*

- Gary Kiernan noted that all local CYPSC co-ordinator posts are now filled. Twenty-four CYPSC are established and 3 CYPSC are in development with first meetings scheduled in 2017.
- The advertisement and job description for recruiting for the post of National Co-ordinator for CYPSC will be finalised shortly.
- Conor noted that the contract for the post of the National Co-ordinator with the Centre for Effective Services (CES) has been extended for 6 months to ensure smooth transition to Tusla. Gary and Colma Nic Lughadha will meet to plan on this transition period.
- Noelle noted that this transition phase to Tusla provides an opportunity to examine all roles and responsibilities and that the CYPSC National Implementation Group will have a very important role in assisting to bring clarity.



### *Guidance on the Participation of children and young people in CYPSC:*

- The feedback from the Reference Group on the draft guidance document was returned to Participation Unit of DCYA who then circulated another draft of the Guidance to the Policy Innovation Unit on 7<sup>th</sup> February. The Policy Innovation Unit will review this draft and circulate to the NSG.
- National Steering Group members are asked to review the participation guidance document particularly drawing on their participation experience from within their own sectors / organisations. Feedback is to be returned to Eileen Connolly.
- It was noted that it is very important that the participation guidance document should be relevant and focused and not tokenistic.
- A gap in guidance pertaining to 0-11 year olds and 18-24 olds and the over dependence on Comhairle na nOg were raised. A timeline for feedback will be included when the guidance document is circulated to the NSG.

The minutes of 2nd June 2016 were agreed and will be published online:  
<http://www.cypsc.ie/governance-of-the-cypsc-initiative/national-steering-group.1917.html>.

### **3. Implementation of CYPSC Steering Group Work Plan 2016 – 17**

A monitoring report for the CYPSC National Steering Group Work Plan was circulated at the meeting. Colma took the meeting through this report. Progress and items for follow up were discussed:

- 1.1.1 *Monitor participation of state agencies in CYPSC:* - The Planning and Reporting Framework when finalised can include a regular capture of CYPSC membership and other indicators.
- 1.1.2 *Monitor references to CYPSC in state agency policies and plans:* - A draft sample template was circulated and agreed with an addition to include space to record data on planning cycles. CYPSC SG members are asked to complete this template in respect of their organisation and sector, noting any additional information they have and return to Eileen Connolly.
- 1.2. *Ensure state sponsored programmes support CYPSC / reflect CYPSC priorities:* - The meeting noted that the Guidance document with LCDC (Local Community Development Committees) was circulated December 2016. A meeting of the CYPSC National Implementation Group will finalise the Memorandum of Understanding with Tusla.
- 1.2.1 *Plot various planning stages and cycles in Government Departments:* - DCYA will complete this sub action.
- 1.3 *Explore development of Memorandum of Understanding (MoUs):*- The importance of good engagement with local councils, City and County Managers Association (CCMA) and LCDCs was discussed. A sub-group with Martina, Colma, Sinead and DCYA will be set up to consider meeting with CCMA officials in order to raise awareness and support effective engagement with CYPSC.



- 2.1.2 *Work with Advisory Council on community and voluntary sector membership*: - A draft guidance document for CYPSC on Community and Voluntary sector engagement with CYPSC has been prepared by DCYA and will be circulated to NSG by 17<sup>th</sup> February for observations and feedback from SG members.
- 3.1.2 *Explore contributions to a programme budget for CYPSC*: - The Chairperson agreed to bring this ongoing item of work on investing in local CYPSC to the meeting of the Consortium. However, this needs to be explored further and to consider proposing a set figure each year, combining seed funding and co-commissioning to counter any reluctance among local managers to release funding.
- 3.2 *Provide guidance and direction for CYPSC on Outcome 4:-*  
Work to develop youth employment and youth entrepreneurship was noted. The aims for Outcome 4 as outlined in *Better Outcomes Brighter Futures* move beyond this interpretation of Outcome 4 and offer considerable potential to devise local innovative responses to improve economic security and opportunity for children and young people. Colma, Sinead, Ann and DCYA will form a sub-group to progress actions regarding Outcome 4.
- 3.4.1 *Ensure needs of children and young people with disabilities are addressed*: - This action is noted for agenda for later in 2017.

#### **4. Update on Planning & Reporting Framework for CYPSC**

Colma provided a summary overview of the draft CYPSC Planning and Reporting Framework, outlined the next steps to progress to finalisation and implementation and sought initial feedback from CYPSC SG members. A PDF of these slides on the overview will be circulated to members.

Points from the discussion that followed:

- Acknowledgement of all the good work done to date on planning and reporting and the importance of agreement on the purpose of and audience for plans and reports.
- CYPSC planning and reporting needs to have a focus on Continuous Improvement
- Exploration of alignment with TUSLA systems is a priority as per DCYA co-funded data project with Tusla under QCBI(Quality and Capacity Building Initiative).
- It will be necessary to be clear on what type of data can be gathered under what indicators and for what purpose. A National Indicator set for Better Outcomes Brighter Futures has been developed. It was recommended to look at the National Performance Indicators for Local Government and Local authorities indicators.
- Identifying core indicators under each outcome was thought to be a good starting place with an incremental build up in the collection of outcome indicators.
- Work required to implement planning and reporting needs to be proportionate and not overburden CYPSC. (Some CYPSC co-ordinators are supporting two committees and administrative support will be vital in order to complete this amount of work).
- Tusla is aware of the pressures on local areas and is working to align the benefits of planning and reporting with increased administrative support.
- There is also a requirement for IT systems to support CYPSC planning and reporting and the collection and display of up to date data. It was noted that the Environmental



Protection Agency (EPA) has a very good example on the presentation of data and information and monitoring of targets.

- Reporting on specific target groups was thought to be important by some members. There may be scope to influence the Social Inclusion Community Activation Programme (SICAP) data capture with regard to specific target groups for example Traveller children and young people.
- The above referenced Outcomes for Children Data and Information Hub project being undertaken between DCYA and Tusla under QCBI (Quality and Capacity Building Initiative) is relevant to this work and DCYA agreed to circulate an update on this to the NSG.
- Colma will circulate the draft of the Planning and Reporting Framework to NSG following feedback from DCYA and members will be asked to provide feedback to Colma. The National Implementation Group will review this draft also.

## 5. Seed Funding 2016 Update

Cormac updated the group on the 2016 seed funding.

- The amounts issued per CYPSC in 2016 were higher than in 2015 (approximately €25,000 per CYPSC compared to approximately €6,000 per CYPSC) however, the amounts available for 2017 are expected to be less.
- Cormac will liaise with Gary to minimise any delay for CYPSC in accessing the 2016 funds that may be held by Tusla on behalf of some CYPSC.

## 6. Local View on CYPSC implementation

- Caroline circulated a flyer on youth party guidelines produced by an interagency group supported by Galway CYPSC. The purpose of the guidelines is to assist people who run these type of youth events to be informed about keeping young people safe
- The transitions programme for pre schools to primary schools “This is me” is receiving very positive feedback and has been brought to the attention of Department of Education and Skills.
- An event on 8<sup>th</sup> February, “Keeping Children safe online” was very well attended and supported by Minister of State David Stanton from the Department of Justice, Equality and Law Reform, Geoffrey Shannon, the Special Rapporteur on Child Protection, and representatives from UNICEF and ISPCC. Some noteworthy resources for online safety are “Lockers”, “Myselfie” and “Webwise” the Internet Safety Awareness Centre.
- A sub group of Galway CYPSC on parental mental health is finalising a survey on healthy and active 3-4 year olds while another sub group is working with parents and seldom heard children under PPFS (Prevention, Partnership and Family Support).
- Caroline had a query from some of her colleagues on how PPFS would dovetail with the CYPSC agenda. Colma noted that there is a diagram on the connection between CYPSC and PPFS which may be of help. This is available on [www.cypsc.ie](http://www.cypsc.ie) A draft guidance document can be revised and disseminated also.

The Chairperson thanked Caroline for this update.



## **7. CYPSC 2017 Event/Capacity Building Event**

- The Chairperson advised that a networking /capacity building event to include CYPSC Coordinators, Chairpersons and Vice Chairpersons might be a first step towards consolidation of all the new changes. This was agreed by the Steering Group.
- The Chairperson asked the National Implementation Group to progress this theme.

## **8. Messaging and Items for the attention of the Children and Young People's Policy Consortium**

- The Chairperson advised that the Consortium meeting is an important opportunity to raise key items around engagement from stakeholders with CYPSC and the alignment with Tusla and the implications of this.
- The Agenda for the Consortium meeting of the 16<sup>th</sup> February has not been finalised yet but will have reference to the youth strategy, the cross sectoral priorities of Obesity, the DEIS review, Prevention and Early Intervention, Child Poverty and Homelessness.
- Also on the agenda will be a review of Brexit, the Advisory Council's paper on child poverty, the annual report on *Better Outcomes Brighter Futures*, updates from CYPSC NSG and from the Advisory Council. Once finalised, the Consortium Agenda will be sent to the CYPSC SG Chairperson.
- The Chairperson agreed to emphasise at the Consortium meeting the importance of engagement with CYPSC at local and national level and to keep the Steering Group informed of information and developments at Consortium level.

## **9. Term of office of NSG and 2017 Meeting Schedule**

- The terms of reference for this NSG recorded that the terms of office were to end in December 2016. Given that there was a break between Chairpersons and in order to ensure continuity, the Chairperson requested that current members remain in place with a commitment to attend meetings until December 2017. The members of the NSG agreed to this.
- During the year, a plan will be put in place for rolling membership and to fill gaps from some Departments and the vacancy for a young person.

## **10. Any other business**

The schedule of meetings for 2017 was agreed:

- Thursday 1<sup>st</sup> June 2017 and,
- Tuesday 26<sup>th</sup> September 2017

Both meetings will take place at 10.30am, at DCYA Mespil Road.

The Chairperson thanked the members for their ongoing commitment and welcomed direct contact from all of them to assist her in taking up this new role.



## Appendix 1 Task list from CYPSC NSG meeting 9<sup>th</sup> February 2017

<b>Actions from meeting</b>	<b>Responsible</b>	<b>Timeline</b>
Circulate Programme for Government (PfG) to NSG members	DCYA	By 6 <sup>th</sup> March 2017
Follow up with DSP re nominee to CYPSC NSG and local CYPSC	DCYA	By 6 <sup>th</sup> March 2017
NSG members to return feedback on Guidance document on Participation to DCYA	All (DCYA issued document 20 <sup>th</sup> February)	Feedback returned by 6 <sup>th</sup> March 2017
NSG members to complete template on references to CYPSC in relevant plans and return to DCYA	All (DCYA to circulate template by 6 <sup>th</sup> March)	By 14 <sup>th</sup> April 2017
Alert DES to Education and Training Board Ireland (ETBI) strategies	Ann O'Dwyer	By 14 <sup>th</sup> April 2017
Follow up on work plan item 1.2.1	DCYA	By 14 <sup>th</sup> April 2017
Follow up with DHPCLG on capacity building piece	DCYA	By 14 <sup>th</sup> April 2017
Establish a Sub group to meet with City and County Managers Assoc.(CCMA) to raise awareness of CYPSC and need for engagement	Colma, DCYA, Martina and Sinead	By 14 <sup>th</sup> April 2017
Circulate draft Guidance document on Community and Voluntary (C&V) involvement on CYPSC to NSG	All (DCYA issued document 21 <sup>st</sup> February)	Feedback returned by 3 <sup>rd</sup> March 2017
Highlight shared Programme Budgets for CYPSC with Consortium	Chairperson	Completed
Establish a Sub group on guidance for CYPSC for Outcome 4	Sinead, Colma, Ann	By 14 <sup>th</sup> April 2017



<b>Actions from meeting</b>	<b>Responsible</b>	<b>Timeline</b>
Clarify access to 2016 seed funding and update local co-ordinators	Cormac and Gary	By 1 <sup>st</sup> March 2017
Circulate update on Outcomes for Children data document to NSG	DCYA and Tusla	By 13 <sup>th</sup> March 2017
Circulate draft Planning and Reporting Framework to NSG following receipt of feedback from DCYA	Colma	By 14 <sup>th</sup> April 2017
Items for Consortium – focus on engagement with CYPSC (local and national) and the alignment of CYPSC within Tusla	Chairperson, DCYA	Completed 16 <sup>th</sup> February
Request National Implementation Group to progress 2017 event for CYPSC	DCYA	By 1 <sup>st</sup> March 2017
Circulate updated Tusla Commissioning document to members of NSG	Gary Kiernan, Tusla	By 13 <sup>th</sup> March 2017

