



**LOCAL GOVERNMENT MANAGEMENT AGENCY**

Minutes of the meeting of the Board of the Local Government Management Agency held Thursday 23<sup>rd</sup> May 2019 at 11.00 a.m. in Phoenix House, Conyngham Road, Dublin 8.

Present: Mr. O. Keegan (Chairperson)      In Attendance: Mr. P. Dunne  
Mr. P. Carey      Ms. N. McHugh  
Mr. J. MacGrath      Ms. M. Kelly  
Mr. S. Neeley  
Mr. T. Lucey  
Mr. P. Hynes  
Mr. M. Walsh  
Mr. B. Quinlan

Apologies: Ms. J. Maguire

Following consultation, no member expressed a conflict of interest with any item on the agenda.  
Following consultation, no member requested a meeting in the absence of the executive.

**1. Minutes of the Meeting held on 28<sup>th</sup> March 2019**

The minutes of the meeting held on 28<sup>th</sup> March 2019 were agreed, proposed by Mr. P. Hynes and seconded by Mr. P. Carey.

**2. Matters Arising**

**IPBMI**

The Board were advised that a legal team from the Information Commissioners have requested that the IPBMI case not be set down for hearing. This is to facilitate an appeal by the Information Commissioners regarding a case with similar issues.

**3. Chief Executive Report**

The Chief Executive report as tabled was noted, in particular:

### Water Services

Progress continues to be slow with no dates scheduled for a meeting in the WRC.

### Common Recruitment Pool

LGMA are awaiting a response from Forsa re proposals in this matter.

### Civil Defence Officers

The idea of a Civil Defence Officer for each local authority is considered favourably, particularly in terms of event management. A risk assessment in terms of health and safety exposures regarding event management would need to be undertaken.

### ePlanning

Mr. K. Kelly will provide an update on the status of the project at the ICT Committee meeting this afternoon.

### Rural Water

A shared service is being advocated for the management of rural water. However, there has been no progress on the issue thus far. DHPLG has requested a review of the matter and are awaiting a consultant's report.

The meeting agreed the matter should be accelerated and that greater representation should be sought, through the PSROG, to join a group set up by DHPLG to address the matter.

## **4. Strategic and Organisation Review – Implementation Update**

The Chief Executive undertook to present an update on progress under the strategic and organisation review to the September Board meeting. Work is ongoing on the organisation restructure, defining the role of the business owner and developing new functional processes. Ms. C. Gilligan has transferred to lead the WSTO division and Ms. N. McHugh, following promotion, is assuming responsibility for Pillar 4.

## **5. Our Public Service**

The LGMA steering group is to meet on 28<sup>th</sup> May 2019. The Board agreed to sign a declaration regarding innovation in the public service. It was noted that co-ordination of projects on the digital platform could be challenging.

The meeting agreed that while it is critical for the sector to give a good account of itself, the challenges are to gather data and examples which can act as a counter to other narratives.

The Board accepted that while the sector hadn't always been its own best advocate, there is a brand associated with local democracy which should be embraced and there should be space for individualism at local level. It was considered that there could be a role for NOAC to support local authorities, particularly in developing a customer satisfaction survey.

## **6. Decisions for Approval**

### **6.1 Libraries – Tender for Library Management System**

The Board approved the request to go to tender for the supply, implementation and hosting of a single library management system for public library authorities in Ireland.

### **6.2 Libraries – Tender for Online Resources for Public Libraries**

The Board approved the request to go to tender for the provision of online resources for public libraries.

## **7. Governance**

### **7.1 Update from Chairs of Committees**

#### **Change Management 20<sup>th</sup> March 2019**

The Chair of the Committee advised that ongoing issues had been addressed in the Chief Executives report.

#### **Finance Committee 9<sup>th</sup> May 2019**

The Board were advised that the audited Financial Accounts had been approved, the LGMA had responded to the recommendations by the Local Government Auditor and the management accounts for quarter one are healthy. The Board noted and approved the response to the Local Government Auditor.

#### **ICT Committee 24<sup>th</sup> April 2019**

The meeting was advised that the ICT Committee has noted areas of concern with I.T. digital transformation, eGovernment and innovation. These in turn lead to other issues of capacity, fragmentation and security. Other ongoing issues include progress on the exit from the forest, ePlan has become more complex than initially thought and iHouse is a challenge. The next meeting of the ICT Committee is scheduled following the Board meeting of 23<sup>rd</sup> May 2019.

#### **PSROG 24<sup>th</sup> April 2019**

The meeting was advised that a request had been sent to DHPLG to request approval for a grade 7 to assist with work under OPS2020. Enterprise Ireland have approved a business case for a CRM for the LEO Management System. Work on the service catalogue

and ePlan have become more complex than was initially thought. It was noted there would be benefits re eVoter in terms of a national programme.

Following a query re the service catalogue and its fit in terms of Gov.ie, it was noted that it will provide a unique identifier for local government services. The issue of branding between Gov.ie and LocalGov.ie was noted.

#### 7.2 Corporate Communications Plan

The Board noted the LGMA Corporate Communications Plan 2019 and recommended it be circulated to each local authority and to DHPLG.

#### 7.3 Training

The Board were advised of training provided through the IPA's Governance Forum.

#### 7.4 Health and Safety

The Board were advised that the LGMA Safety Statement is under review.

### **8. Risk Management**

The meeting was advised that risks in the employee engagement division had reduced following the commencement of a Grade 8 Human Resource Executive. Other risks are cyber security, the recruitment of I.T. personnel and the process to discuss and agree the future direction regarding the SLA with Irish Water.

Following a discussion, the Board agreed that sectoral risks regarding I.T. should be incorporated to the Risk Register – these include the standardisation of I.T. within the sector and the framework approach to procurement.

### **9. Any Other Business**

#### Oifigeach Forbartha Gaeilge

The Chairman advised the Board he had met with Oifigeach Forbartha Gaeilge while they held an annual meeting in the LGMA. There was consensus among the Board that they would like to support the COFG and to facilitate a network arrangement for COFG through the Corporate Committee.

#### Labour Court Hearing

The Board was advised that an unfair dismissal claim, brought by a former employee who had resigned following a disciplinary process has been rejected by the Workplace Relations Commission and by the Labour Court and has reached the end of the process.

Direct Provision Accommodation

A request has been received from the Deputy Secretary of the Department of Justice to seek a public official nominee to sit on an Advisory Committee for improving standards of direct provision accommodation.

Implementation of Fines Act

Following a communication regarding the practicalities of implementing the Fines Act, the Board agreed to refer the matter to the LUTS committee of the CCMA.

Leadership Training

Following a query on leadership training provided within the local authority sector, the Board were advised that leadership training takes place in several ways, informally, through the Harvard programme, 360 and other individual local arrangements. The Board undertook to look at areas where leadership training could be provided.

**10. Date, Time and Venue of Next Meeting**

The next meeting is scheduled for 25<sup>th</sup> July 2019 at 11 a.m. in Phoenix House, Conygnham Road, Dublin 8.

Signed: Chairman           Dan Feeley           Date: \_\_\_\_\_

