



### **Review Meeting with DHPLG**

The Board were advised that the second review meeting of the year had been held with DHPLG officials. The meeting included a review of the LGMA Strategic Plan and key deliverables as set out in the Oversight Agreement between DHPLG and LGMA. It was noted that a Periodic Critical Review of the LGMA may be conducted in quarter 4 2020.

Work on implementing the new pillar structure is complete. The findings of an internal Sense Check Survey were positive. Work is continuing to maintain the momentum. A branding sub-group has been established.

### **Library Development Committee**

The Library Development Committee met on 26<sup>th</sup> November 2019. It was noted that only one authority achieved the Library Development Strategy of €4 per capita spend on library stock. DRCD and the LGMA are to look at current spend incorporating a central system rather than focus on €4 per capita spend. A Collection Development Working Group of the Infrastructure Committee of the Library Development Committee will consider this in the new year.

## **4. Our Public Service 2020**

The Board noted the OPS Annual Progress Report 2019.

Of the 18 headline actions in Our Public Service 2020 the Public Service Leadership Board selected 6 priority actions, with the report outlining the key current activities from the local government sector. It was noted that the local government sector continues to perform strongly, indicated by the fact it received a quarter of the Public Service Innovation Fund with less than 10% of staff numbers.

The Board were advised that the LGMA are holding an Innovation Event on 13<sup>th</sup> December 2019 and are creating a separate innovation space in Phoenix House.

## **5. Decisions for Approval**

### 5.1 Draft Corporate Plan

The Board noted the Corporate Plan which had been revised in line with the Strategic Review and new Pillar Structure. Five KPI's have been set out under each Pillar Structure. The Board approved the Corporate Plan.

### 5.2 MapRoad PMS Drawdown Expenditure

The Board approved the drawdown of expenditure in relation to MapRoad PMS.

### 5.3 Revision to Schedule 2 RMO SLA

The Board approved amendments to Schedule 2 of the SLA between the RMO Shared Service and its client authorities.

### 5.4 LGOPC Charges 2020

The Board approved the LGOPC Charges 2020.

### 5.5 HPSS Charges 2020

The Board approved the HPSS Charges 2020.

### 5.6 MyPay Shared Services Support 1/1-30/6/2020

The Board approved the drawdown of expenditure in relation to MyPay Payroll Shared Services Support.

### 5.7 iHouse Charges 2020 and Extension of Support and Maintenance Contract

The Board approved the iHouse Charges 2020 and the extension of the contract support and maintenance of iHouse for an additional year up to end of 2020.

### 5.8 PMO Budget 2020

The Board approved the PMO 2020 Budget submission to DHPLG. Mr. Quinlan advised the meeting he would support the application within the DHPLG.

### 5.9 RMO Charges 2020

A discussion ensued re the RMO Charges for 2020. It was agreed to approve the charges but to revert to the Board if the charges were amended following further discussions.

## **6. Governance**

### 6.1 Board Effectiveness – Self Appraisal

Board members were asked to complete the annual self appraisal form per the Code of Governance for the Management of State Bodies and to return by 13<sup>th</sup> December 2019.

### 6.2 Update from Chairs of Committees

It was agreed to ask Chairs of Committees to forward a committee update report to the Board if unable to attend a Board meeting.

### Finance Committee – 10<sup>th</sup> September 2019

Reported at Board meeting 26<sup>th</sup> September 2019. The next meeting is scheduled for 11<sup>th</sup> December 2019.

### Audit and Risk Committee 2<sup>nd</sup> October 2019

The next meeting of the Committee is scheduled for 12<sup>th</sup> December 2019. Report deferred to next Board meeting.

### ICT Committee 20<sup>th</sup> November 2019

Report deferred to next Board meeting.

### Change Management Committee 20<sup>th</sup> November 2019

A Health and Safety Incident tracker was launched. Guidance was issued to local authorities on a review of a safety management system. A review of sick pay policies was circulated. The union side sought a review of technical grades which received a negative response. An updated Records Retention Policy is under consideration. A request for Professional added years was not conceded nor was an overtime request for engineers. Discussions are on-going re an IceCast allowance.

### PSROG 20<sup>th</sup> November 2019

Agreement was given to proceed with the WERLA project.

### 6.3 Health and Safety

The Board were advised there are no issues to note.

## **7. Risk Management**

The risk register was noted. It was agreed to close three WSTO risks numbers 4, 5 and 6 as they have been fully mitigated. It was also agreed to close Risk 10 in Pillar 2 as the resource capacity issue has been addressed.

## **8. Any Other Business**

### 8.1 Calendar of Meetings 2020

The Board approved the calendar of meetings 2020, noting the meeting on March would take place at 2.00 p.m.

### 8.2 Housing Delivery Co-Ordination Unit

The CCMA endorsed the proposal regarding the incorporation of the Housing Delivery Co-Ordination Unit into the LGMA. A meeting is to take place with the Minister on 28<sup>th</sup> November to discuss next steps.

### 8.3 Single Building

The Board were advised that the LGMA is running a surplus. As it has not been possible to source a single building for the Agency and the prospect of doing so in the short term is unlikely, it is proposed to allocate the sum of €500,000 to refurbish Phoenix House.

While it was noted that attempts to source a single building should continue, the Board agreed with this approach.

#### 8.4 Meet without Executive Present

Following an invitation, the Board confirmed that while they did not wish to have a separate meeting without the Executive present, they would use a portion of this meeting to discuss issues without the Executive. The members of the Executive then left the meeting.

#### **9. Date, Time and Venue of Next Meeting**

The next meeting is scheduled for 23<sup>rd</sup> January 2020 at 11 a.m. in Local Government House, Usher's Quay, Dublin 8. All meetings will take place in Local Government House during 2020.

Signed: Chairman *Clair P. Keegan* Date: *23.1.2020*

