

Minutes of Board Meeting LGMA

28th January 2021

Teams

Attendees:

- Ms J Maguire (Chair)
- Mr O Keegan
- Mr T Lucey
- Mr M Walsh
- Mr B McGrath
- Ms S Neary
- Mr E O'Sullivan
- Ms M Hurley

In Attendance:

Mr P Dunne
Ms L. McKenna
Ms M Kelly

Apologies: Mr T Enright
Ms C Byrne

Following consultation, no member expressed conflicts of interest with any item on the agenda.

1. Minutes of the Meeting held on 26th November 2021

The minutes of the meeting held on 26th November 2021 were approved and were signed by the Chairperson.

2. Matters Arising

There were no matters arising.

3. Chief Executive Report

The Chief Executive report was noted, in particular:

The PSROG approved the Data Gathering and Data Analytics Project and work has commenced on the establishment of a Central Data Unit for local government which will be co-funded by DHLGH and the 31 local authorities.

The launch of the Age Friendly Digital Programme to help older people to access library services took place on 20th January 2021 and was well received.

The HSA has issued guidelines regarding a competent person to carry out an assessment of workstations for remote working. The possibility of getting an ergonomic workstation may become an issue. The Change Management Committee is scoping out the possibility of training staff on behalf of the sector. Work is continuing on the development of a Remote Working Policy for the sector.

There were 1,170 applications for 153 positions under the Graduate Recruitment Programme. Shortlisting is ongoing with interviews expected in mid-March 2021.

A meeting took place between senior cross sectoral representatives and senior management from CORE regarding the move from V19 to V28. Serious concerns were expressed regarding functionality issues particularly with the Single Pension Scheme. There has been a marked improvement from CORE following the meeting.

Income from NPPR was €26m in 2020 which is 20% of a reduction on 2019. The CCMA Finance Committee are currently engaging with the DHLGH in relation to extending the relevant legislation beyond 2021.

The total value of applications paid under the Restart Grant was €630m. The DETE were happy with the application and with the comprehensive support provided. The LGMA are currently providing input to develop a scheme for a further 5,000-7,000 businesses.

The Department of Defence agreed to fund an Assistant Civil Defence post in local authorities. The LGMA will circulate information on this to local authorities.

The Information Commissioner requested a general engagement meeting with representatives from the CCMA to discuss Housing and Planning.

4. Our Public Service 2020

A meeting of the OPS2020 Public Service Leadership Board and Public Service Management Group held on 17th December 2020 reviewed the outcome and lessons learned from OPS2020. Priorities for delivering OPS2030 were identified and approved including the secondment model proposal and transitional governance arrangements regarding the ongoing delivery of OPS2020 commitments.

A number of meetings of the OPS2030 Strategic Foresight Group have taken place to develop the successor to OPS2020.

5. Decisions for Approval

There were no decisions for approval.

6. Governance

6.1 Health and Safety

The Board were advised that the revised Health and Safety Statement will be brought to the next Board meeting.

6.2 Update from Chairs of Sub Committees

Finance Committee: met on 9th December 2020

The Board were advised that the committee had reviewed the Management Accounts to quarter 3 2020 and that the refurbishment of Phoenix House would commence during 2021.

PSROG: met on 10th December 2020

The Board were advised that PSROG had received a detailed presentation from Age Friendly Ireland following which it had endorsed the expansion of that programme. The PSROG also approved the business case for the Asset Management ICT system and the Data Gathering Project.

Audit and Risk Committee: met on 10th December 2020

The Board were advised that the committee had reviewed the risks of the HDCO, following which they had requested further information – to be tabled at the next meeting of the ARC. The Board was also advised that the audit of MapRoad had provided reasonable assurance re the governance of the programme, that the Audit Programme for 2021 had been agreed and that a review of the Risk Register, to align it with the Strategic Objectives as set out in the Corporate Plan, would be undertaken during 2021.

ICT Committee: met on 14th January 2021

The Strategic Review is now being considered in tandem with the ICT Strategy for the sector. A working group with HIS's and ICT Business Leads is being set up to develop an action plan.

The Committee is discussing qualifications for ICT including HIS Officer. The OGCI0 have offered to assist with information on their scheme for entry level grades.

The exit from the forest will be complete by April 2021 at the latest.

Change Management Committee: met on 20th January 2021

Discussions are ongoing with unions around the public sector pay agreement. A meeting of the Local Authority National Council agreed that local authorities are acting responsibly in safeguarding staff.

Discussions are ongoing re the Veterinary Service.

The retirement age for Firefighters is unresolved and will require further discussion with the DHLGH.

Following the submission by the LGMA for recruitment licences on behalf of local authorities the Commission for Public Service Appointments have requested a meeting to discuss.

6.3 LGMA Sub Committees and Working Groups & TOR's

The Board were advised of the LGMA Sub-Committees, Working Groups and TOR's document, that it is a live document and will be amended as committees change. The Board agreed it was a useful reference document.

7. Risk Management

The meeting noted that the four red risks are all technology related and are expected to reduce as the Agency now has a full complement of I.T. staff. It was noted that the LGMA Risk Assessment Matrix would be reviewed during 2021 when the Risk Register will be aligned to the Strategic Objectives in the Corporate Plan.

8. Any Other Business

The Board was advised that the Agency had incurred a liability of €43k in respect of four individuals employed on the NPPR. This arose as a result of the Protection of Employees Act where employees on fixed terms contracts were entitled to the same working conditions as those on open ended contracts. The liability will be offset against NPPR. The position was noted.

8.1 Draft Proposal for a Local Authority Waste Programme Coordinator Role/Draft Job Specification

The CEO outlined the proposal to recruit a Local Authority Waste Programme Coordinator and advised the Board the proposal had been recommended for approval by the CCMA. It was noted that the role does not fit within the agreed pillar structure following the strategic review but that the LGMA would recruit for the position and that discussions regarding the possibility of locating the position within the WERLA's on a secondment basis would take place. The proposal was approved by the Board.

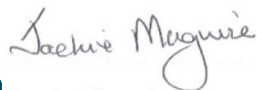
8.2 Other Business

A mapping exercise of all the shared services and the governance around them is in hand. This will assist the LGMA to form the discussion around possible requests in the future. It will be tabled for the March Board meeting.

9. Date, Time and Venue of Next Meeting

The next meeting is scheduled for 25th March 2021 at 11 a.m.

Signed: Chairperson



Date: _25th March 2021_