

Citizens Information Board

Board Meeting

Wednesday, 12th October 2016

Present Ita Mangan, Chairperson,); James Clarke; Tim Duggan;
Josephine Henry; Tina Leonard; Joanne McCarthy; Niall Mulligan; Cearbhall O
Meadhra; Ian Power; John Saunders; David Stratton
Apologies: Noeline Blackwell; Mary Higgins; Eugene McErlean; Sean Sheridan
In attendance: Angela Black, Chief Executive; Fiona Coyne, Senior Manager, Regional Services;
Graham Long, Senior Manager, Support Services; Adrian O'Connor, Senior Manager,
Mortgage Arrears Resolution; Mary Fitzgerald (minutes)

Minutes

1. **Contracts**

(Marketing and PR Contract for Board Approval was circulated in advance of the meeting)

- 1.1 A procurement process was undertaken for marketing and PR services to be delivered over a three year period. The award of a contract to the preferred bidder was approved by the Board

2. **Board Committees**

- 2.1 Chairpersons for the Audit & Risk and Finance Committees of the Board were agreed at the Board meeting held on 27th July 2016. The Chairperson thanked those Board members who had expressed interest in membership of these committees. Membership of the committees was agreed.

3. **Proposal for restructuring of the Citizens Information Service and Money Advice & Budgeting Service networks**

(Organising to Deliver: Feasibility Study. Pathfinders; Business Case for Restructuring, revised June 2016; Joint submission, NACIS & MABS NMF¹; NACIS Submission to the CIB Board, 5th October 2016; MABS National Executive Council Submission to CIB Board and Powerpoint Presentation, 5th October 2016; MABS National Management Forum Submission to CIB Board, 5th October 2016; The Case for Change to the CIS and MABS Networks, February 2016; Timeline for Feasibility Study for Integrated Service Delivery Model; CIB Delivery Services Restructuring Review Summary; email from Noeline Blackwell and Cearbhall O Meadhra regarding volunteers and CIB response (7/10/2016); email from David Stratton (10/10/2016); email from Niall Mulligan (11/10/2016); email from Mary Higgins (12/10/2016).

- 3.1 Each member of the Board present at the meeting outlined their view of the proposal to restructure the Citizens Information Service and Money Advice & Budgeting Services.
- 3.2 It was agreed to set up a Restructuring Committee. The Committee will be in place for a period of three months and will comprise three members of the Board; three representatives of CIS and MABS and three members of the CIB Senior Management Team. The Committee will report back to the Board in January 2017. The Committee's mandate is to design a regional structure for the CIS and MABS networks and to draw up an implementation plan and a communications plan.
- 3.3 All but one board member supported the decision. James Clarke asked that his dissent be recorded.

¹ National Association for Citizens Information Services and MABS National Management Forum.

4. **Date of next meeting**

4.1 The next meeting of the Board will be held on 16th November 2016 at 1.30 p.m.

Signed: De Magon Date: 16/11/2016