

Minutes of the National Oversight and Audit Commission (NOAC) Meeting

Tuesday 3 March 2020 at 10:00 am

Venue: Main Conference Room, Custom House, Dublin 1.

Attended by:

Chairperson: Michael McCarthy

Members: Barry Quinlan Martina Moloney
Constance Hanniffy Tara Buckley
Michael McGreal David Holohan

Secretariat: John F McCarthy Claire Gavin
Neill Dalton Colin Flood
John Goldrick Darren Browne

Apologies: Sharon O'Connor

1. Minutes & Actions of Meeting of 21 January 2020

An amendment was agreed to the minutes. Minutes of Laois County Council meeting on same date were agreed.

2. Declaration of any conflicts of interest

There were no declarations of conflicts of interest from the Board.

3. Matters Arising

No matters arising.

4. Work Programme Scoping and Updates

a) WG1 LG Governance, Efficiency & Reform (LGER): -

The secretariat provided an update on the collection of Local Authority Corporate Plans. A table was circulated to members on the current status, 23 LAs have

submitted their Corporate Plans to NOAC, with 7 LAs exercising an extension and the remaining LA seeking their board approval before submitting to NOAC. It was acknowledged that the working group has not held a meeting yet and that the secretariat will be in contact with the working group Chair.

b) WG2: Performance Indicators (PI): -

The working group Chair spoke about the recent PI Workshop held ahead of the data returns for the 2019 report. Useful feedback had been gathered from the attendees with Q&A material from the event distributed to interested parties from each LA. Validation visits for 2020 have been agreed. A meeting will also be held with representatives from both Cork City and County LAs regarding the boundary change.

c) WG3: Communications and Customer Service: -

The working group Chair provided a short presentation on preferred proposed new NOAC logo, website appearance, banners and tagline choices following development from the Contractor. Agreement was reached on the above with the board opting for the tagline "Providing national oversight of local government in Ireland". The general layout/appearance of the proposed website was approved.

The Good Practice Seminar was confirmed for 10am, 29th April 2020. Banners will be purchased for the event.

d) WG4: Financial Management and Performance (FMP): -

A working group meeting was held on 25 February whereby the actions from the Multi-Annual Work Programme were reviewed. Minutes of that meeting were circulated to members.

It was proposed to release reports reviewing:

- 1) Management of the MyPay payroll Shared Service
- 2) Local Authority Procurement and
- 3) Mortgage Loans and Interest only loans.

This would be over the next 3 years with one report per year. However, resources permitting, these reports could be released sooner.

A further action was identified whereby a report covering the overview of the Audit Findings for LAs was proposed.

On engagement with the LG Audit Committees the secretariat will contact the IPA about the possibility of facilitating a seminar on behalf of NOAC in Q3 2020. It will provide an opportunity to discuss what is working well, receive feedback and establish a terms of reference for a report.

The Chair will engage with the Director of Audit within the LGAS, Niamh Larkin and an invite will be extended to a future NOAC meeting.

The Secretariat will look at capacity and resources to complete the tasks in the context of the overall work programme. In addition, the Chair will inform the secretariat what staff resources from his section will be made available to the NOAC secretariat.

e) CHAIR:

The Local Authority Scrutiny Process was agreed by the board will be uploaded to the NOAC Website and will used to inform LAs of the process.

A draft 2019 Annual Report was circulated to the members which outlined the general layout and visual nature of the report. While not included in this initial draft, the final report will eventually include the new NOAC logo, the same colour theme of the new website and new photos of the members. It was suggested by a member that the report should include infographics. For the sake of maintaining a complete timeline of events for 2019, members who have left the board during the year will be included in the report. A final draft will be prepared for the next meeting and circulated to the members in advance.

5. Updates on engagements and meetings with other bodies/organisations

An invitation has issued to the CEs of the SEAI to meet with the NOAC Chair and subsequently the NOAC Board.

Invitations will issue to the Chair and CEs of the LGMA and separately to the LGAS to attend a future NOAC meeting.

The Secretariat had been in contact with Audit Scotland to initiate a process for NOAC to study and understand their work and role with the local government sector in Scotland. Both parties believed that they could learn from each other.

The Chair will be addressing the AILG Annual conference on 5 March 2020. NOAC has been asked to provide text for a future AILG magazine segment.

6. Any Other Business

No other business was provided.

The main NOAC meeting was brought to a close

Meeting with Waterford County Council at 11.00am

The Chief Executive, Directors of Services and Head of Finance of Waterford County Council attended the meeting for which there is a separate note.

Agenda Item No:	Action	Decision
4(a)	LG Governance, Efficiency and Reform	Secretariat will contact working group Chair and members about organising a meeting.
4(a)	LA Corporate Plans	Secretariat will be in contact with the working group Chair about what steps are to be taken next.
4(b)	PI LA Validation Visits	Validation visits have been agreed.
4(b)	PI/Cork Boundary Change	A meeting will also be held with representatives from both Cork City and County LAs regarding the boundary change.
4(c)	Website and Branding	Agreement was reached on the new NOAC logo, website appearance, banners and tagline choices
4(c)	Good Practice Seminar	<ul style="list-style-type: none"> • Confirmed for 10am, 29th April 2020; • 2 banners will be purchased for the event.
4(d)	WG4 FMP	Release reports of the following: - <ul style="list-style-type: none"> • MyPay payroll Shared Service; • Local Authority Procurement; • Mortgage Loans & interest only loans; • Audit Findings for LAs.
4(d)	Audit Findings for LAs report	Secretariat will enquire with the IPA in facilitating a seminar on behalf of NOAC with the LA Audit Committees.
4(d)	Meet with LGAS	The Chair will engage with the Director of Audit within the LGAS, Niamh Larkin and an invite will be extended to a future NOAC meeting.
4(e)	Local Authority Scrutiny Process	The Local Authority Scrutiny Process was agreed by the board and will be circulated to all LAs and uploaded to the NOAC Website.