

**MEMORANDUM OF UNDERSTANDING:  
DEPARTMENT OF CHILDREN AND YOUTH AFFAIRS (DCYA) AND  
EDUCATION & TRAINING BOARD IRELAND (ETBI)**

**1. Objective**

- 1.1 This Memorandum of Understanding (MOU) is designed to ensure effective communication and strategic co-ordination between the Department and ETBI, Education & Training Boards (ETBs) and their respective staff as it relates to policy and service provision for children and young people, including youth work provision. In this context youth work is as defined in the Youth Work Act, 2001, and as per the statutory role of ETBs in relation to youth work as defined in the Education and Training Boards Act, 2013<sup>1</sup>.
- 1.2 It outlines the general principles and processes to guide existing and future work. The MOU is based on a shared agenda, developed collaboratively, between both parties to this agreement.
- 1.3 This MOU covers the period from January 2016 until further notice. It will be reviewed annually to ensure effectiveness with the relevant appendices being updated as required.

**2. Purpose of Agreement**

To establish systems for the development, implementation and strengthening of related policy and service provision for children and young people, including youth work provision which will achieve better outcomes for children and young people. This is in line with the statutory responsibility of the ETBs in matters of youth work policy implementation and additionally covers the ETB role in the broader policy objectives of DCYA as it relates to youth policy.

**3. The Role of DCYA**

- 3.1 The Department of Children and Youth Affairs was established in June 2011. It has a mandate in relation to policy and service provision for children and young people. It comprises a number of interrelated strands including the direct provision of universal and targeted services and working to achieve the harmonisation of relevant policy and provision across Government so as to improve outcomes for children, young people and families.
- 3.2 The National Youth Strategy 2015-2020 has its basis in *Better Outcomes, Brighter Futures* and in particular its youth-specific commitments. The purpose of the National Youth Strategy is to coordinate policy and services across Government and other stakeholders so as to enable all young people aged 10 to 24 to realise their maximum potential.

---

<sup>1</sup> The youth work functions of individual ETBs as outlined in Education and Training Boards Act, 2013, Section 10 (1) (j), is as follows: *"To support the provision, coordination, administration and assessment of youth work services in its functional area and provide such information as may be requested by the Minister for Children and Youth Affairs in relation to such support and assess whether the manner in which it performs its functions is economical, efficient and effective."*

The National Youth Strategy 2015-2020 sets out Government's aims and objectives for young people, so that they can be active and healthy, achieving their full potential in learning and development, safe and protected from harm, have economic security and opportunity and be connected and contributing to their world.

The Strategy identifies some fifty priority actions to be delivered by Government Departments, state agencies and by others, including the voluntary youth services sector from 2015 to 2017. These actions are designed to address matters that are a high priority for young people themselves.

- 3.3 With specific regard to young people, the Department of Children and Youth Affairs works to support and promote non-formal and informal education (youth work) and other developmental opportunities and activities to secure good outcomes for young people. It administers funding to support the provision of youth services by the voluntary youth sector for these purposes.
- 3.4 The Department is responsible for facilitating the implementation of Quality Standards Initiatives within the youth sector.

#### **4. Role of ETBI**

- 4.1 ETBI is the national representative body for the ETBs in Ireland. It provides for representation of ETBs in the context of ETB policy and service provision for children and young people, including youth work provision.
- 4.2 ETBI will also promote and facilitate the engagement of ETBs with DCYA on matters of policy and service provision for children and young people, including youth work provision.
- 4.3 ETBI will promote the use of agreed Service Level Agreements between the DCYA and individual ETBs.

#### **5. Communication**

- 5.1 DCYA and ETBI will maintain clear lines of communication. This will take place at the level of the General Secretary of ETBI and Principal Officer of the Youth Affairs Unit (YAU) or DCYA nominated official in relation to strategic matters.

ETBI, including the ETBI Youth Work Committee nominees, will meet at least three times per annum, by agreement between the Principal Officer and General Secretary, with the Principal Officer and/or any other staff designated by the DCYA to discuss the areas of work so as to ensure that coherence and continuity is achieved and maintained.

DCYA will maintain formal contact with ETBI and each ETB Chief Executive. All decisions relating to policy and allocations in line with youth policy objectives remain the responsibility of the DCYA.

5.2 A number of coordination and oversight groupings and communication channels support this collaborative arrangement including:

Setting	Purpose
ETBI, including the ETBI Youth Work Committee nominees, with DCYA Principal Officer and / or nominated officials	Oversight and coordination grouping who meet at least three times per annum
Chief Executives and DCYA through its nominated Officials	Oversight and coordination with reference to SLA agreement for each ETB area
ETB Youth Officers <sup>2</sup> and Staff of DCYA	<ul style="list-style-type: none"> <li>• Communication relating to youth work functions in each ETB area</li> <li>• Updates on function to support the provision, coordination, administration and assessment of youth work services</li> <li>• Clarification relating to programmes and funding grants and allocations</li> <li>• Quality Standards Initiatives</li> </ul>

## 6. Implementation

- 6.1 This MOU will be implemented in the main through the formal engagement of the DCYA with ETBI, including the ETBI Youth Work Committee nominees and/or any other ETB representatives as required.
- 6.2 The programme of work agreed between DCYA and each ETB will be directly informed by the strategic objectives identified by the DCYA and each ETB and agreed by the DCYA through the Service Level Agreement (SLA) with each ETB Chief Executive (including the programme of work relevant to the Youth Officer Function allocation).
- 6.3 The work of ETB Youth/Liaison Officers will be managed and directed by the respective Chief Executives of Education and Training Boards or relevant ETB official.
- 6.4 The DCYA strategic and operational objectives will be informed by *The National Policy Framework for Children and Young People, Better Outcomes, Brighter Futures, the National Youth Strategy 2015 – 2020, recommendations of the Value for Money and Policy Review of Youth Programmes, National Strategy on Children and Young People's Participation in Decision-making 2015-2020, National Quality Standards Initiatives* and by directives and circulars pertaining to public accounts procedures and by needs identified by ETBs locally.

<sup>2</sup> Where the term 'Youth Officers' is used, this can be taken also to include Liaison Officers, Youth Development Officers

**7. Conclusion**

7.1 The Memorandum of Understanding will be operational once agreed by the DCYA and ETBI. The DCYA and ETBI will meet at least three times per annum to review progress in the above areas of activity.

7.2 This MOU will be reviewed after an initial period of one year from the date of signing.

**Signed:**

*Claire Libera*  
Principal officer

DCYA

Date: 18/1/17

*Michael Moriarty*  
Michael Moriarty  
General Secretary  
ETBI

Date: 18/1/17

Appendix 1 Current Financial Circulars

Appendix 2 Funding Programmes which are the subject of this agreement

Appendix 3 Key Priorities for 2016 engagement between ETBI / DCYA

Appendix 4 Shared and Agreed Agenda

**APPENDIX 1 –**  
**DPER Circular**  
**DCYA Funding Allocations Circulars 2016**

**APPENDIX 2 – FUNDING PROGRAMMES SUBJECT OF THIS AGREEMENT**

Local Youth Clubs Grant Scheme
Special Projects for Youth
Youth Information Centres
Young People's Facilities and Services Fund (1)
Young People's Facilities and Services Fund (2)
Local Drug Task Force Projects
Value for Money and Policy Review Sample Projects (4 ETB areas)
Dormant Accounts – Youth Employability Initiative
Youth Capital Funding
Youth Officer Funding

### **APPENDIX 3 – 2016/17 WORK PROGRAMME PRIORITIES**

#### **Priorities for ETBI/DCYA MOU September 2016 - December 2017:**

1. On-going governance and financial administration and performance oversight of youth funding streams as per relevant Circulars and ETB oversight processes (current and capital as listed in Appendix 2).
2. Continue to improve financial and performance oversight of youth funding schemes as listed above in Appendix 2.
3. Supporting and participating in reform of youth funding programmes as per VFMPR, including participation in DCYA events for Youth Officer engagement and participating in the consultation and engagement processes to identify the most effective funding administration model.
4. Support for implementation of the National Youth Strategy.
5. Developing and maintaining a strategic overview at ETB level of youth population profiles, current service provision, needs and opportunities for future development/collaborations; including engagement with local CYPSC activity and plans and also informed by the ETB Youth Work Committees.
6. Where relevant, engagement with DCYA on EU and North/South matters of relevance to ETB remit and/or youth service delivery.
7. To provide a space for discussion on the development of ETB Youth Work Committees and development of ETB Youth Work Plans.
8. Quality Standards Initiatives supported, including:
  - a) On-going support for NQSF with relevant projects in the ETB area;
  - b) integration of Local Youth Club Grant Scheme and Quality Standards for Voluntary Clubs and Groups and
  - c) participating in the review of the NQSF as required.
9. Engagement with DCYA on best practice learning on service delivery, including support for implementation and evaluation of Youth Employability Initiative and Youth Capital Funding Programme as 2016 priorities.

**APPENDIX 4 SHARED AND AGREED AGENDA –**

- 1. Review of progress on ETB/DCYA MOU, including progression of work programme priorities.**
- 2. DCYA updates**
- 3. ETBI updates**
- 4. AOB**