

Minutes of the Governing Body Meeting – 10 May, 2023

- Present:** David Holohan (Chairperson)*, David Smith (President), Dr Fionnuala Anderson*, Turlough Conway, Dr Cormac Deane, Cllr. Anne Ferris*, Eoin Hicks Smyth, Caitriona Murphy*, Cllr. Peter O'Brien*, Eva Perez
- Apologies:** Maeve McConnon, Crow Mullen,
- Absent without Apology:** Cllr. Michael Clark, Ben Harper, Cllr. Una Power, Punitha Sinnapan
- In Attendance:** Bernard Mullarkey (except for Item 1), Elizabeth Stunell (Except for Item 1), Dera McLoughlin (Item 1), Emma Leahy (Item 9.3)

*Attendance via MS Teams

This meeting took place in the Boardroom, Roisin Hogan House, IADT, with remote attendance being facilitated via MS Teams Platform – IADT Governing Body Group. Attendance for the meeting was monitored throughout the meeting by the Secretary to the Governing Body, and the Recording Secretary to the Governing Body. The meeting commenced at 12.00 pm, and concluded at 3.00 pm.

1. Development of IADT Strategic Plan – Consultation Meeting with Mazars

Dera McLoughlin – Partner, Mazars was in attendance for this item. Dera McLoughlin provided an update briefing and facilitated consultation with the Governing Body on the development of IADT's new Strategic Plan. The President, Secretary to the Governing Body and Recording Secretary were not in attendance for this item.

(the President and Secretary to the Governing Body joined the meeting at 1.25 pm)

2. Adoption of Agenda

The Agenda was adopted as circulated, with the following amendments to the order in which items will be considered:

Item 9 to be taken ahead of Item 8

Item 11 to be taken ahead of Item 9.3

In addition, the reduction in the number of meetings of the Governing Body was noted which may result in an increased number of items for discussion at meetings. It is requested that consideration be given to restructuring the agenda to take account of this.

Proposed: Caitriona Murphy

Seconded: Cllr Anne Ferris

3. Conflicts of Interest

No conflicts of interest were reported regarding items for discussion on the agenda for this meeting.

4. Adoption of Minutes of the Meeting of 8th March 2023 (including for Publication)

The Minutes of the Meeting of 8th March 2023 were approved (including approval for publication), with the following amendment.

The sentence

“The Secretary/Financial Controller outlined the key points to the document. A timeline has been developed to map stages within the process to ensure that a new Governing Body is in place by 1st November next – this timeline has been outlined within the Procedures documentation. “

To be replaced with:

“ The Secretary/Financial Controller presented an overview of obligations towards the establishment of a new Governing Body by the November deadline. “

Proposed: Caitriona Murphy

Seconded: Chairperson

5. Matters Arising

- **Regulations for the Appointment of a new Governing Body** – it was noted that in order to ensure compliance with all sections of the HEA Act relating to the appointment of a new Governing Body, it was proposed that a Resolution be adopted by the Governing Body formally approving the Regulations for the Election of Members of the Governing Body. The following Resolution was proposed and was added to the Agenda:

9.4 The Governing Body Approves the Regulations for the Election of Staff Members of the Governing Body. 13/2023)

Resolution 13/2023 was adopted by the Governing Body.

Proposed: Turlough Conway

Seconded: President

- **Procedures for the Appointment of a new Governing Body** – it is understood that the Procedures for the Appointment of a new Governing Body approved by the Governing Body at its meeting of 8th March last, are currently being considered by the Minister for Further and Higher Education, Research, Innovation and Science, and are expected to be signed shortly.

6. Correspondence

Although not addressed for the attention of the Governing Body, the Secretary/Financial Controller notified the Governing Body that he had received correspondence from both the TUI and UNITE Trade Unions, requesting that the election process for staff members of the Governing Body be deferred.

7. Technical Approvals

7.1 Bank Accounts

No changes to IADT's Bank Accounts.

7.2 Property Rentals

The following Media Cube Licenses were approved:

- Brand Launch
- The Diabetes Point t/a The Diabetes Department
- Maria Fenlon Interiors
- Satisfaction Analytics

Proposed: Chairperson

Seconded: Cllr Anne Ferris

7.3 HR Appointments

The President recently notified the Governing Body of the decision of the Executive to create a Fixed-term Executive level position of Director of Strategic Projects. This post was advertised by way of internal competition in the first instance and interviews for the post took place on 16th March. The Recommendation of the Interview Board is as follows:

Director of Strategic Projects – 2-year Fixed-Term Post

Name(s) Redacted

Proposed: Chairperson

Seconded: Cllr Anne Ferris

8. Governing Body Committees and Academic Council

8.1 Academic Council – Minutes of the Meeting of 20th February 2023

Circulation of the Minutes of the Academic Council meeting of 20th February 2023 were noted by the Governing Body.

8.2 Recruitment and Selection Committee – Minutes of the Meeting of 18th January 2023, and Summary Report of the Meeting of 27th April 2023

Circulation of the Recruitment and Selection Committee – Minutes of the Meeting of 18th January 2023, and Summary Report of the Meeting of 27th April 2023 were noted by the Governing Body.

8.3 Equality, Diversity and Inclusion Committee – Minutes of the Meeting of 10th October 2022, and Summary Report of the Meeting of 13th March 2023

Circulation of the Equality, Diversity and Inclusion Committee – Minutes of the Meeting of 10th October 2022, and Summary Report of the Meeting of 13th March 2023 were noted by the Governing Body.

8.4 Audit and Risk Committee – Minutes of the Meeting of 23rd November 2022, and Summary Report of the Meeting of 29th March 2023

Circulation of the Audit and Risk Committee – Minutes of the Meeting of 23rd November 2022, and Summary Report of the Meeting of 29th March 2023 were noted by the Governing Body.

8.5 Governing Body Reform Committee – Minutes of the Meeting of 27th February 2023

Circulation of the Governing Body Reform Committee – Minutes of the Meeting of 27th February 2023 were noted by the Governing Body.

8.6 Governing Body Nominations Committee – Minutes of the Meeting of 20th March 2023, and Summary Report of the Meetings of 17th and 18th April 2023

Circulation of the Governing Body Nominations Committee – Minutes of the Meeting of 20th March 2023, and Summary Report of the Meetings of 17th and 18th April 2023 were noted by the Governing Body.

9. Governing Body Resolutions

This item was taken in advance of Item 8.

9.1 The Governing Body Approves the IADT Financial Statements to the Year Ended 31st August 2022, including the Letter of Representation (10/2023)

Circulation of the Financial Statements to the Year Ended 31st August 2022, Letter of Representation and Summary of Adjustments to the Financial Statements, were noted. An audit of the Financial Statements to 31st August 2022 has been undertaken by the C&AG, and approval to present same to the Governing Body has been received. Resolution 10/2023 was adopted by the Governing Body.

Proposed: Dr Fionnuala Anderson
Seconded: Cllr Anne Ferris

9.2 The Governing Body Approves the Programmes and Budgets Submission 2023 (11/2023)

Circulation of IADT's Programmes and Budgets Document was noted. The President, Secretary Financial Controller and Finance Manager met with the HEA Recently at which IADT's submission was discussed. A projected deficit of €419K has been included within the Programmes and Budgets however, the Institute will make every effort to reduce this to a balanced budget over the course of the year. Resolution 11/2023 was adopted by the Governing Body.

Proposed: Cllr Anne Ferris
Seconded: Dr Fionnuala Anderson

9.3 The Governing Body Approves the IADT Sustainability Roadmap (12/2023)

Emma Leahy – Vice President for RDI and interim IADT Climate Action and Sustainability Champion, was in attendance for this item. Circulation of the IADT Sustainability Roadmap was noted. IADT was required to develop and submit a Climate Action Roadmap to the HEA in March of this year. The next Roadmap will be due to be submitted in September. The Climate Action Roadmap was submitted in line with the required deadline for submission, and is now being presented to the Governing Body for approval. A target for the Public Sector to reduce carbon emissions by 50% by 2030 has been set as a requirement by Government. A cross-institutional and competency-based Climate Action Committee will be established to support IADT's work towards this target, and a whole-of-institute approach will be needed. Training will be organised for staff and 'Sustainability' will be embedded into the student curriculum. Difficulties for the Institute in reducing emissions whilst growing and developing the campus were highlighted. It will also be necessary for

IADT to develop a range of sustainability-oriented policies for example 'car-pooling' and 'green procurement' policies, to work towards achieving targets. Sustainability and Climate Action will feature as a key pillar of IADT's new Strategic Plan. The Governing Body thanked Emma Leahy and her co-authors for their work in developing the Climate Action Roadmap. Resolution 12/2023 was adopted by the Governing Body.

Proposed: Chairperson
Seconded: Dr Cormac Dean

10. President's Briefing

10.1 National Strategic Update

Circulation of the President's Briefing to Governing Body in relation to this item was noted.

10.2 Strategy Implementation

Circulation of the President's Briefing to Governing Body in relation to this item was noted.

10.3 Risk Management

Circulation of the President's Briefing to Governing Body in relation to this item was noted.

10.4 IADT: Financial Update

Circulation of the Management Report and Financial Overview to the end of March 2023 was noted by the Governing Body.

10.5 CINNTE Institutional Review

Final preparations are being put in place for the CINNTE Review Panel visit to IADT commencing on 22nd May next. As part of the schedule, a number of members of the Governing Body will meet with the CINNTE Review Panel.

11. IADT Biodiversity Policy and IADT Sustainability Policy

This item was taken in advance of Item 9.3. In response to a request by a member of the Governing Body, draft Biodiversity and Sustainability Policies that had been previously circulated to and considered by IADT's Executive, were circulated to the Governing Body on 13th February last by the Recording Secretary to the Governing Body. The President advised that the Executive did not approve the circulated policies, as further development of the policies was clearly necessary. At present, the policies remain as preliminary 'Drafts'. Future work in the areas of Sustainability and Biodiversity will be informed by the Climate Action and Sustainability Roadmap presented for approval by the Governing Body at Item 9.3. The President also noted an intention to engage additional external expertise to guide the development of initial policies/strategies in this area along with the Sustainability & Climate Action Committee.

12. Equality, Diversity and Inclusion Implications

No specific EDI implications were noted at this meeting.

The next meeting of the Governing Body will take place on 14th June 2023.

Signed: _____
David Holohan

Date: _____