

The Arts Council/An Chomhairle Ealaíon

767th Plenary Meeting

25 May 2022

Kevin Rafter, Chair, Fearghus Ó Conchúir, Mark O’Kelly, Jillian van Turnhout, Melatu Uchenna Okorie, Dónall Curtin, Teresa Buczkowska, Aoife Granville, Brian Lavery, Philomena Poole, Róise Goan, Linda Coogan Byrne.

In attendance:

Maureen Kennelly, Director, Martin O’Sullivan, *Deputy Director & Company Secretary*, Ciara Branagan *Finance and Council Executive*.

Note: Meeting took place in person and via Zoom video conference.

Documents before the meeting

Agenda

Minutes 27 April Plenary Meeting

Plenary Action Tracker

Director’s Report

Financial Statements 2021

Letter of Representation

Business Transformation Project Update

Approach to Multi-Annual Funding

International Residency Initiatives Scheme

Creative Schools Update

Oversight & Performance Delivery Agreement 2022

Council Members Self-Assessment Evaluation summary feedback 2021

Aosdána Cnuas Recommendations

Appeals Panel Recommendations

Minutes- Business & Finance Minutes 23 February

Communications Report

Risk Register

22– 05 – 068 Apologies

Andrew Clancy.

22 – 05 – 069 Chair’s Introduction

Conflicts of Interest- The Chair **noted** that members had already declared their conflicts and requested members to declare any further conflicts that they may have with the agenda items and reminded members to advise him of any conflicts that may arise during the course of the meeting.

Meeting with Minister – Members **noted** the update.

Shared Island Initiative- Members **noted** the progress being made and the attendance of ACNI representatives at the meeting. Members separately **agreed** on the need to show solidarity with ACNI given its current resourcing constraints;

Council Diary Dates – Members **agreed** that all meeting dates for the remainder of the year should be booked via Outlook.

22– 05– 070 Minutes 27 April Plenary Meeting 2022

22 – 04– 063 Corporate Governance Framework- Members agreed that Minute should be updated to reflect that amendments to draft document were administrative in nature to better reflect previous decisions of Council.

Members **agreed** the Minutes of the 27 April Plenary Meeting, subject to the agreed changes being made.

22 – 05– 071 Matters Arising

Members **noted** the action tracker. The following matters were highlighted for further consideration:-

- *Artists' Workspaces* – could the September deadline be tightened;
- *WorkForce Plan Review* – consider options for an independent review;
- *Risk Workshop* – that w/shop be scheduled before summer recess;

22 – 05– 072 Director's Report

HR Update- Members **noted** the update.

Dynamic Purchasing System (DPS) approach- Members **noted** the update.

Arts Council at 70- Members **noted** the update. In relation to the Irish Language perspective Members **agreed** that approach should be reviewed.

Director's Diary Report- Members **noted** the update.

22 – 05– 073 Reports

Audit and Risk Committee Meeting 24 May 2022

Dónall Curtin, Committee Chairman, updated Members as follows:-

- The minutes of 3 Mar 2021 were agreed;
- Members noted the action tracker;
- *Financial Statements 2021*- subject to minor administrative changes, the Financial Statements were fully considered to Members' satisfaction and were recommended for approval to Council, on the basis of 'no material change' being identified by the audit.
- *Financial Statements 2021*- Members agreed that the Chair and the ARC Chair are to be the nominated signatories;
- *Financial Statements 2021 Letter of Representation*- Members noted a correction to point 18. Members agreed the Letter of Representation;
- *Grants Management Review* - Members agreed the report and its recommendations. In relation to the monitoring and progress recommendation for smaller value grants, Members also agreed that the Finance Director should prepare a preliminary analysis of award types and share thought process on proposed approach with the Committee;

- *Communications Review*- Members noted the verbal update. Members agreed that the final draft of the report, with management comments, should be circulated to the Members in advance of the next meeting;
- *Security Assessment of the Microsoft Dynamics platform*- Members agreed the terms of reference. Members also agreed that a paper should be provided on other planned Pen tests to be carried out. This paper should include reference to any external reviews already provided, regarding security testing;
- *Internal audit plan 2022 - 2024* – Members reviewed the plan and agreed two additions 1) that the compliance with the Charity Code should be extended to include compliance with the Code of Practice for the Governance of State Bodies and 2) that a review of Project and Programme management should be added to the plan. Members agreed the plan. Members also noted that the matter of undertaking a Cultural audit should be discussed further;
- *Progress update on outstanding internal audit recommendations*- Members noted the update;
- *Risk Register* – Members noted the report;
- *An additional meeting scheduled for 22 June to review 'cleared for signature' 2021 Financial Statements*;

Members **agreed** the report and recommendations of the Business and Finance Committee.

Policy and Strategy Committee Meeting 24 May 2022

Jillian van Turnhout, Committee Chairman, updated Members as follows:-

- The minutes of 20 April meeting were approved;
- Three year Plan update;
- Digital Arts Policy Implementation Plan Update- noted that the policy will go forward to June Plenary for approval;
- Pay the Artist Policy Update;
- Update on Arts Council's support of Photography;
- Dance Policy update- noted that the policy will go forward to June Plenary for approval;
- Review & discussion on Arts Participation Policy & three year implementation Plan;
- YPCE Policy progress to-date update;
- Update on mentoring within the Traditional Arts in Ireland;
- Update on the policy development budget for 2022;

Members **agreed** the report and recommendations of the Policy and Strategy Committee.

22 – 05– 074 Financial Statements 2021 & Letter of Engagement

Members **agreed** the Financial Statements 2021 on the basis of 'no material change' being identified by the audit. Members **agreed** that the Chair and the ARC Chair will be the nominated Council signatories. Members also **agreed** the draft letter of Engagement.

Members **noted** the contribution of the Finance team.

22 – 05– 075 Business Transformation Programme Update

Deirdre Behan, Strategic Development Director and Phil Ryan, Project Manager joined the meeting.

Members **noted** the update. Members **agreed** the following 1) put Accessibility testing results up in Reading Room and 2) Communications approach & plan for new system to be uploaded

to Reading Room when ready and 2) Council Members Roisé Goan & Brian Lavery identified as Council nominees to review new system.

22 – 05– 076 Approach to Multi-Annual Funding

Liz Meaney, Arts Director, and Imelda Dervin, Head of Key Performing Arts Organisations joined the meeting for this item.

Members **agreed** the recommended approach subject to 1) provide update to Council on who & why organisations have been selected and 2) Ensure that adequate safeguards are built in to protect both Arts Council & selected organisations, given changing economic situation.

22 – 05– 077 International Residency Initiatives Scheme Budget

Members **agreed** to increase the budgetary allocation up to a maximum of €600,000, with the funding to come from the policy development and initiatives 2022 budget line.

22 – 05– 078 Creative Schools update

Mags Walsh, Creative Schools Director, joined the meeting for this item.

Members **noted** the update. Members **agreed** that a report on findings and recommendations from DCU review, should be brought back to Council in October.

22 – 05– 079 Department Oversight and Performance Delivery Agreements 2022

Members considered the draft agreements noting that certain administrative changes needed to be made, including the need to place more emphasis on EHRD. Members **agreed** the draft agreements.

22 – 05– 080 Council Members Evaluation Findings 2021

Members **noted** the findings. Members **agreed** that the recommendations from the review should be added to the action tracker.

22 – 05– 081 Cnuas Recommendation

Members **agreed** the recommendation.

22 – 05– 082 Appeals' Panel Recommendations

_____ having reviewed all the paperwork submitted and following a discussion the panel found that there was no infringement or unfair application of the published process. The appeal was not upheld.

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Members **agreed** the Appeals' Panel recommendations.

22 – 05– 083 Matters for Information

Business & Finance Committee Minutes 23 February 2022- Members **noted** the Minutes. Members also took the opportunity to thank Martina Moloney, outgoing Committee Chairman, for her oversight and due diligence, while in the role.

Communications Report- Members **noted** the report, referencing its improved quality. Members asked if the Ruepoint metric calculations could be reviewed.

Risk Register- Members **noted** the Register.

22 – 05– 084 Any Other Business

Arts Grant Funding 2023 Recommendations

Members requested that a full background and context note be prepared to accompany the recommendations.

There were no other matters arising.