

# The Arts Council/An Chomhairle Ealaíon

## 782<sup>nd</sup> Plenary Meeting

### 18 October 2023

Kevin Rafter, Chair, Jillian van Turnhout, Dónall Curtin, Aoife Granville, Brian Lavery, Melatu Uchenna Okorie, Teresa Buczkowska, Mark O’Kelly, Róise Goan (from 2.15pm), Philomena Poole, Andrew Clancy, Linda Coogan Byrne.

#### **In attendance:**

Maureen Kennelly, Director, Martin O’Sullivan, *Deputy Director & Company Secretary*, Ciara Branagan, *Council Secretary & Payroll Manager*.

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

#### **Documents before the meeting**

Agenda

Minutes of Plenary Meeting held –  
20 September 2023  
28 September 2023

Plenary Action Tracker

Operational Matters for Decision

Director’s Report and Matters for Information

#### **23 – 10 – 127 Apologies**

None

#### **23 – 10 – 128 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.



#### **23 – 10 – 129 Minutes of Plenary Meeting held**

- 20 September 2023 - Members **agreed** the Minutes;
- 28 September 2023 – Members **agreed** the Minutes;

**23 – 10 – 130 Matters Arising**

Members **noted** that the most up to date action tracker had not been uploaded to Diligent, Members **agreed** that the updated version should be uploaded following the meeting. Members also **agreed** that the action tracker should be kept up to date and that the legacy actions be closed off if no longer relevant.

**23 – 10 – 131 Operational Matters for Decision**

*Culture Night Coordination Services Tender*– Members **approved** the tender budget and process and subsequent contracting with the preferred bidder, with the option to extend this 12 month contract by a further two 12 month contracts.

*Arts Team Assessment and Adviser Services – Circus, Street Arts and Spectacle*– Members **approved** the proposed procurement and subsequent contracting with the preferred bidder.

[REDACTED]

*Arts Centres: Multi Annual Funding (MAF) 2023-25 - Year 2 Proposals*- Members **approved** the 2024 recommendations. [REDACTED]

[REDACTED]

*Authorising Arts Council Payments October 2023*- Members **agreed** the updated list of [REDACTED]

[REDACTED]

*Literature Irish - AGF 2024*– Members **approved** the Literature Irish AGF recommendations.

**23 – 10 – 132 Director’s Report and Matters for Information**

*Laureate For Irish Fiction* – Members **noted** the update.

*Trust Funds* - Members **noted** the proposed approach in relation to the application of the Trust Funds.

[REDACTED]

*HR update* – Members **noted** the update.

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

### **23 – 10 – 133 Committee Reports**

#### *Audit and Risk Committee Meeting 11 October 2023*

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

- Members approved the minutes of 24 May 2023 and 29 June 2023;
- Members approved the action tracker. [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- *Corporate Risk Register* was noted. Members agreed that a more detailed presentation should be brought to the December meeting;
- *Draft 2022 Management Letter* was noted. Members agreed that the executive should review all recommendations and come back to the December meeting with final responses and timelines. Members asked for a copy of the management Letter to be uploaded to the Reading Room;
- [REDACTED]
- [REDACTED]

Members **agreed** the report and recommendations of the Audit and Risk Committee.

#### *Business and Finance Committee Meeting 12 October 2023*

Philomena Poole, Committee Chair, updated Members as follows:-

- Minutes 20 June 2023 meeting agreed. Action tracker noted.;
- Members agreed that the Draft Quarter 3 2023 Management Accounts could be recommended to Council for approval;
- Members reviewed the initial presentation of the proposed 2024 budget and agreed that a revised presentation should be brought to a special meeting in November;
- Members reviewed the MGAW 3yr Plan Implementation monitoring recommendation and agreed that a further update should be provided to the December meeting;
- Members **noted** the FOI process review-implementation update and noted that a further update would be brought to the December meeting;
- Members noted the FOI register and agreed that in future the fees should be listed;
- [REDACTED]
- Members noted the HR update;
- [REDACTED]

- Members noted the ICT BAU presentation. Members agreed that the *Upgrade of the Finance Workflow for Browser Compatibility with Edge & Chrome* could be recommended to Council for approval noting that the proposed spend of €37,453 could be sourced from the existing 2023 ICT BAU budget.

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

**23 – 10 – 134** [REDACTED]

[REDACTED]

**23 – 10 – 135 Budget 2024 Update**

Members **noted** the ongoing work been undertaken by the Business and Finance Committee.

**23 – 10 – 136 AGF Strategic Discussion**

Liz Meaney, Arts Director and Stephanie O’Callaghan, Arts Director joined the meeting for this item.

Members **noted** the presentation. [REDACTED]

[REDACTED]

Members **agreed** that a list of under €50k AGF applicants should be uploaded to the reading room. Members also **agreed** that this requirement should become part of the AGF process going forward.

**23 – 10 – 137** [REDACTED]

[REDACTED]

**23 – 10 – 138** [REDACTED]

[REDACTED]

[REDACTED]

**23 – 10 – 139 Council Diary 2024**

Members discussed the Council Diary 2024. Members **agreed** that the AGF 2025 grants meeting should be scheduled for June 2025. Members **approved** the Council Diary and **agreed** that it should be uploaded to the reading room after the meeting and that calendar invites should be sent to members.

**23 – 10 – 140 Role of Advisers**

Members **noted** the update.

**23 – 10 – 141 Policy and Strategy Committee- Terms of Reference**

Members **approved** the recommendation.

**23 – 10 – 142 Appeals Panel Recommendations**

[REDACTED] 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.

[REDACTED] 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.

Members **approved** the Appeals Panel recommendations.

**23 – 10 – 143 Awards and Schemes**

Members **noted** the Awards and Schemes

**23 – 10 – 144 Matters for Information**

*Risk Register* – Members **noted** the report.

*Communications Report* - Members **noted** the report. Members conveyed their thanks the Communications staff for an informative report.

**23 – 10 – 145 Any other business**

*EDI Policy Champions*- Members were updated on the EDI implementation plan progress and it was proposed that champions for this policy now need to be confirmed. Members **agreed** that Andrew Clancy, Brian Lavery and Melatu Uchenna Okorie would become the new EDI champions.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

There were no other matters arising.