

# The Arts Council/An Chomhairle Ealaíon

## 776<sup>th</sup> Plenary Meeting

### 24 May 2023

Kevin Rafter, Chair, Jillian van Turnhout, Dónall Curtin, Aoife Granville, Brian Lavery, Philomena Poole, Róise Goan, Teresa Buczkowska, Linda Coogan Byrne and Mark O’Kelly.

#### **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  
Conflicts of Interest  
Chairman’s Activity Report  
Chairman’s Conference Update  
Minutes 26 April Plenary Meeting  
Plenary Action Tracker  
Operational Matters for Decision  
Director’s Report and Matters for Information

[REDACTED]  
Oversight Agreement and Performance Delivery Agreement 2023  
RAISE Review  
MGAW Three Year Plan  
Audience Insights Update  
[REDACTED]  
[REDACTED]

For Information:-

- Policy and Strategy Committee – Minutes 1 February
- Risk Register
- Communications Report

#### **23 – 05 – 056 Apologies**

Melatu Uchenna Okorie and Andrew Clancy.

#### **23 – 05 – 057 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.

The Chair noted the resignation of Fearghus Ó Conchúir as a Council Member and Deputy Chair. He acknowledged Fearghus’s significant contribution to the work of the Arts Council during his time on the Council, and his generous support to him as Council Chair. He advised

Members that following initial discussion with the Department, correspondence had been sent regarding the filling of Council positions.

**23 – 05 – 058 Minutes 26 April Plenary Meeting 2023**

Members **agreed** additional amendments to the April minutes and that the final amended version should be uploaded to the reading room.

Members **agreed** the Minutes of the 26 April Plenary Meeting subject to the agreed amendments being made.

**23 – 05– 059 Matters Arising**

Members **noted** the action tracker. [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

**23 – 05 – 060 Operational Matters for Decision**

*OGP Quality Assurance Team Procurement*

Members **agreed** the recommendation.

*Translation Services Procurement*

Members **agreed** the recommendation. Members also **agreed** that a 1-year contract with a further two 1-year extensions should be sought to facilitate discussion about bringing this in-house going forward and **agreed** that the tender requirements must include selection criteria so that tenderers can demonstrate and provide assurance around quality of translations provided.

*Design, Branding and Print Procurement*

Members **agreed** the recommendation. [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

**23 – 05 – 061 Director’s Report and Matters for Information**

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

*Shared Island-* Members **noted** the update.

[Redacted]  
[Redacted]

*HR Update-* Members **noted** the update [Redacted]  
[Redacted]

Members noted that an EDI implementation progress update will be made to the September Council meeting.

*Recent Meeting re EDI with Aosdána Members* - Members **noted** the update.

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

### **23 – 05 – 062 Committee Reports**

*Policy and Strategy Committee Meeting 10 May 2023*

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

- [REDACTED]
- [REDACTED]
- Minutes of April 12<sup>th</sup> meeting agreed. Members reviewed progress on the drafting of a new three-year plan 2023-2025;
- Members reviewed the Climate Action Plan and discussed related feedback from Department;
- Members discussed the funding framework;
- Members received an update on policy implementation;
- Members received an update on policy development including progress updates on Circus, Street Art and Spectacle and Traditional Arts. In relation to the Music Policy Members noted with disappointment the delay in receiving feedback from the Department;
- Members were also made aware that first draft of YPCE policy will be brought to June meeting

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

*Audit and Risk Committee Meeting 24 May 2023*

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

- Members **approved** the minutes of 8 March 2022;
- Members **approved** the terms of reference of the *Review of Small Grants Monitoring and Progress Reporting System* and **agreed** to recommend to Council an under 50k procurement for same;
- Members **approved** the terms of reference of the *Workforce and Succession Planning* having agreed that it should include 1) that it identify if Arts Council's workforce structure in place is sufficient to deliver on its current mandate and 2) Identify any possible points of failure in the current work structure which might impact delivery;
- Members **approved** the terms of reference of the *Cyber Security Governance Review* including that it should determine if the Arts Council has a process in place to monitor evolving Cyber Security trends and general best practice;
- Members **approved** the terms of reference of the *Follow up review 2020-2022*;
- Members **agreed** that the Cyber Security mitigation plan should be shared with them. Members **agreed** that a report should be provided to them on how Cyber Security is embedded in senior management discussions;
- Members **agreed** that a high level overview of the outcomes from the recent internal phishing tests should be brought to the next meeting. Members **agreed** that a copy of the recent *Munster Technological University Report* on actions resulting from their recent phishing breach should also be circulated to members;

- Members **noted** the update on the *Communications Review*. Members **agreed** that the process and timeline should be mapped out for the four recommended areas and related actions.
- Members **noted** and welcomed the update on the current grants and services approval and payment authorization process. Members asked the Executive to review any additional best practice recommendations and revert as appropriate.

• [REDACTED]

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

**23 – 05 – 06** [REDACTED]

[REDACTED]

**23 – 05 – 064** [REDACTED]

[REDACTED]

[REDACTED]

**23 – 05 – 065 Oversight Agreement and Performance Delivery Agreement 2023**

Members **agreed** both the Oversight Agreement and Performance Delivery Agreement for 2023. [REDACTED]

[REDACTED]

**23 – 05 – 066 RAISE Review**

Steve Sacks and Jeanne Mulot, Advisory Board for the Arts and Kieran MacSweeney joined the meeting for this item.

Members **noted** the report. Members **agreed** the Executive should consider the findings and bring recommendations to the September Council meeting.

**23 – 05 – 067 Three Year Plan 2023 - 2025**

Deirdre Behan, Strategic Development Director and Sinead O’Reilly, Head of Local Arts joined the meeting for this item.

Members acknowledged the work done and **approved** the three year plan 2023 – 2025. Members agreed that oversight of the plan’s implementation should be undertaken by the Business and Finance Committee.

**23 – 05 – 068 Audience Insights Update**

Tina Leonard, Communications Director and Alice Ryan, Head of Insight & Public Engagement joined the meeting for this item.

Members **noted** the update and agreed that a further update should come back to plenary later in the year.

### **23 – 05 – 069 ICT Update**

James Symons, Chief Information Officer joined the meeting for this item.

Following detailed discussion, members **noted** the presentation. Members **agreed** that for all future presentation to Council 1) the planned go live date needs to be included in the first slide and 2) that all new updates from the previous meeting's report need to be highlighted.

*Beauchamps Contract Dispute Update*- this item was deferred until the next meeting.

### **23 – 04 – 054 Matters for Information**

Policy and Strategy *Committee 1 February Minutes* – Members **noted** the minutes.

Risk Register – Members **noted** the report. Members **agreed** that the language needs to change and that the layout of the report needs to be improved, and that it must be readable in Diligent. Members also **agreed** that the register needs to be reviewed so that major risks are prioritised. In particular Members referenced the following concerns as not being adequately reflected in register:-

- New Board Members Recruitment;
- Audience attendance;
- Department engagement;
- Workforce Plan sanction matters in relation to senior leadership roles;
- Cyber security.

*Communications Report* - Members **noted** the report.

### **23 – 04 – 055 Any Other Business**

*Arts Centre Gathering*- Members were updated on the Arts Centre gathering which is due to take place on 30<sup>th</sup> June 2023 which will also see Val Ballance retire. Members **noted** that a plan is in place to replace Val Ballance when he retires.

[REDACTED]

*Arts and Disability* – it was agreed this item would be discussed at the September Plenary.

*Venice Biennale* - Members **noted** the update. Members extended thanks to the Architecture team and in particular Fionnuala Sweeney, noting the achievement.

There were no other matters arising.

[REDACTED]