

NOTES OF MEETING OF THE GOVERNING BODY

HELD ON TUESDAY, 30th NOVEMBER 2021 AT 10.00 A.M.

VIA TEAMS

Dr. Ruaidhri Neavyn, HEA joined at 11.51 a.m.

Meeting commenced at 10.06 a.m.

At the outset of the meeting Mr. Danny O'Donovan and Ms. Isobelle O'Regan Quick Minutes were welcomed to the meeting.

Declarations of Interest

Nil

G.289.1 M.288 Minutes of the Meeting of 26th October 2021

The minutes of the Governing Body of the 26th October were approved

Proposed by: Ms. Brenda McGeeney

Seconded by: Ms. Aprilanna Barker

SPGB Minutes of Meeting dated 11th November 2021

The minutes of the Special Governing Body of the 11th November were approved.

Proposed by: Mr. Bill Sweeney

Seconded by: Cllr. Sharon Tolan

G.289.2 Matters Arising

Training for Governing Body – Danny O'Donovan, Isobelle O'Regan Quick Minutes at 10.00 a.m.

Mr. Danny O'Donovan and Ms. Isobelle O'Regan, shared a presentation on Quick Minutes to the Governing Body. The FAR committee are currently using Quick Minutes. Q&A followed presentation.

The Governing Body Chairman thanked Mr. O'Donovan and Ms. O'Regan for their presentation.

The VPFRD asked all Governing Body Members to confirm that they have access to the system.

M288. Geiran Report

The Geiran report had been deferred however Cllr Sharon Tolan will provide Governing Body with a briefing at a future meeting, possibly January 2021.

SPGB

Dr. Tom Dooley proposed a special meeting of Governing Body to discuss the procedure of recruiting a president.

Proposed by: Dr. Tom Dooley
Seconded by: Mr. Paddy Malone

Training for Governing Body – Seamus Given, Arthur Cox re Protected Disclosure at 10.30 a.m.

Mr. Seamus Given, Arthur Cox joined the meeting at 10.30 a.m. to provide a presentation and a training session.

Q&A followed the presentation.

The Chairman and numerous members of Governing Body thanked Mr. Given for his informative presentation.

G.289.3 Correspondence

The VP FRD shared correspondence recently received, on screen, from the HEA in relation to partnerships with publicly funded HEI and third parties.

The correspondence was noted.

G.289.4.1 Personnel Report

Recent appointments were noted and confirmed.

G.289.5 Finance & Audit Risk Committee (FAR)

Minutes of Meeting M.F. 213 dated 19th October 2021

Deferred.

Minutes of Meeting M.F. 214 dated 15th November 2021

Deferred

Financial Statements for 2021/2021

VPFRD outlined the Financial Statements included in the members pack had been updated to account for the clearance matters provided by the C&AG after the packs had been issued. This also involved the updating of comparative amounts.

The VP FRD continued on to present the accounts to the Governing Body highlighting the aforementioned adjustments and the affect of these on the financial statements

Accounts approved for submission to the C&AG.

Proposed by: Ms Sadie Ward McDermott

Seconded by: Mr. Bill Sweeney

The Governing Body Chairman wished to pass on his thanks to the Finance Team and the VPFRD called out the diligent work undertaken taking their current workload into account.

Athru Report on review of effectiveness of Governing Body 2018-2020

Deferred.

Internal Controls

VP FRD provided the Governing Body with an overview of the internal control framework and referenced a recent more detailed presentation made to the Finance, Audit & Risk Committee. VP FRD explained the background for the internal framework and its use by Governing Body in assessing if an appropriate control environment exists in the Institute.

VPFRD shared Draft Working Version of the Internal Control Framework document on screen and provided a high-level overview as well as demonstrating a sample of controls to Governing Body. VP FRD also provided an overview of the Internal Financial Controls that had also been presented and explained in detail at the FAR meeting on the 23rd November.

The documents were noted.

G.289.6 Land and Buildings Committee

L&B 17 Minutes of Meeting dated 12th October 2021 [draft minutes presented at G.288]

Deferred

L&B18 Draft Minutes of Meeting dated 26th October 2021

Deferred.

G.289.7 Governing Body Strategy (TU) Project Governance and Oversight Committee

A TU Project Governance update was provided by Dr. Tom Dooley and Dr. Ruaidhri Neavyn, HEA Advisor, who joined at 11.51 a.m.

Dr Tom Dooley updated the Governing Body on a recent TU subcommittee meeting and provided a high-level overview of the Comms Strategy currently being prepared by the TUTF Communications & Media Officer.

Dr. Dooley and Dr. Neavyn also discussed recent changes in the IOT/TU landscape. Dr Neavyn has offered to assist with any internal communications should this be beneficial. The Chairman complimented the Comms Strategy and the work of the wider communications team for the clarity and depth of same.

Dr. Neavyn left at 12.03.

G.289.8 Review of Strategic Plan Strategy and Sub Strategy (Presentation by: Ms. Irene McCausland)

Ms. Irene McCausland, VP of Strategic Planning, Communications & Development (VP SCD) shared a presentation on screen to the Governing Body.

Q&A followed with focus on student engagement and retention. Comments were noted from various members of the success of Open Day with a large amount of work being undertaken. Another Open Day will be held in January 2022 and Chairman requested that GB be made aware of the dates for same in due course.

Cllr. Sharon Tolan encouraged all members to share posts on social media regarding Open Days etc.

G.289.9 Overview of Student Numbers (Presentation by: Dr. Sheila Flanagan)
Deferred.

G.289.10 Seal

The Secretary to Governing Body read the details of the leases at the meeting and the Governing Body noted leasing documents with the institute seal.

G.289.11 AOB

Chairman advised Governing Body that Cllr. Sharon Tolan will be stepping down from GB with effect from the 5th December given that she is no longer a member of the Board of LMETB.

Sharon advised this was with deep regret and thanked the members for her enjoyable time being part of the Governing Body. Numerous members, including both the President and Chairman expressed their thanks for Cllr. Tolan's valuable input and contributions to date.

Bereavements

Recent bereavements noted. Des Collins, RIP. Retired Lecturer.

Patrick W. Malone
Chairman

Date: