



**Tailte
Éireann**

Clárúchán, Luacháil,
Suirbhéireacht
Registration, Valuation,
Surveying

Minutes of the Tailte Éireann Board Meeting

30th November, 2023

In attendance: David McGarry (Chairperson), Shirley Coulter, Mary Keane, Rowena Mulcahy, Deirdre O’Keeffe, Gerry Quinn, Martin Sisk.

Also in attendance: Liam O’Sullivan, Chief Executive Officer, Aidan Timmins, Head of Governance, Compliance and Excellence, and Aileen McHugh, Secretary to the TÉ Board.

Paul Hogan, Acting Assistant Secretary Planning and Danny O’Sullivan, Head of Planning Governance and Oversight, Department of Housing Local Government and Heritage attended in respect of Item 2

Issues discussed at the meeting of 30thNovember, 2023		
Agenda Item		Outcome
1.	Conflict of Interest	No conflicts of interest were declared.
2.	Discussions with officials from the Department of Housing, Local Government and Heritage	The sections of the Tailte Éireann Act 2022 relating to the functions of the Board and the roles and responsibilities of the CEO were discussed. It was agreed that the Chairman would write to the Department for clarification on the interpretation of section 10 (1) (c) of the Tailte Éireann Act 2022.

3	Minutes and matters arising	The Minutes of the meeting of the September 2023 were approved subject to amendment.
4	Matters Arising	The list of actions was discussed and amended to include the spreadsheet on the functions of the Board and role of the Accounting Officer (as per the Code of Practice checklist).
5	CEO report on key organisational performance indicators (for information)	The CEO stated that overall organizational performance indicators were in development and expected to be finalised in Q1 2024. It is intended that these key indicators will be used for TE’s strategic reporting requirements.
6	CEO report on status of strategy implementation (for information)	<p>The CEO provided a full update on the implementation status of the TE Statement of Strategy w.e.f. July 2023 under the following headings:</p> <ul style="list-style-type: none"> • Integration • Policies • Performance • Staff Engagement • Finance • Human Resources • ICT • Branding, Communications & Engagement • Registration Operations • Valuation Operations • Surveying Operations
7.	Statement of Strategy – Launch	<p>Minister of State Kieran O’Donnell will attend the launch of TE’s Statement of Strategy at a date in late January to be agreed with his Office.</p> <p>Town hall sessions covering all locations will be rolled out on the strategy and allied business plan for 2024.</p>

8	Schedule of meetings	<p>A draft schedule of meetings for 2024 was discussed. Issues emerged in relation to the months of March and May.</p> <p>A revised version will be circulated for agreement in advance of the next meeting.</p>
9	AOB	None
10	Next Meeting	<p>The next meeting will take place on Thursday 25th January 2024.</p> <p>A revised schedule of meetings for 2024 will be circulated to members.</p>