

**Minutes of the Board of Governors Meeting of Thursday 12<sup>th</sup> October 2023**

- Present:** J. Woodworth [Chair]
- Also:** D. Conroy, T. Corcoran, T. Doyle, O. Gilhooly-Miles, L. Hennessy,  
D. Kelleher, H. McCormack, D. McDonagh, D. Tiernan.
- In Attendance:** K. Kelleher [Secretary]
- Apologies:** M. Carey, T. Fahy, A. Lenny, S. Quinn

The meeting passed a motion of condolence for recently deceased Governor, Jane Carty, who gave immense service to the Governing Body and the wider Academy over many years. The Board also offered condolences for staff member Gráinne Dunne and RIAM student Seán Shannon, who both died during the summer.

**1. Conflicts of Interest**

No conflicts of interest declared.

**2. Minutes of the Governing Body Meeting of 13<sup>th</sup> July 2023**

The meeting approved the minutes.

**3. Matters Arising/Outstanding Actions**

11. The Secretary confirmed that he had communicated to the RIAM pension scheme members, the rationale behind suspending the Employer's contribution.

13a. Funding for Ukrainian students has been extended by the HEA for existing students but not in time to offer any places to new students.

**4. Director's Report**

**5a. Director's 5<sup>th</sup> report for 2023 – including Annual Programme Monitoring Review**

In keeping with RIAM's requirement to conduct an annual programme monitoring review, the Director's report mainly concentrated on reporting to the Governing Body of the academic intake and results for last year. The report covered:-

1. RIAM student intake for 2023/2024 compared to 2022/2023, trends and reflections
2. Academic standards update: Tertiary results and External Examiner Report from Kathleen Coessens.
3. Quality Assurance Update - Master in Music Performance and ICT services reviews.
4. High level fundraising targets 2024-2030 – six project targets outlined. Discussion ensued on the merits of purchasing the former gym/physio site adjoining the Academy on South Cumberland Street.
5. Whyte Recital Hall opening - five Wigmore Hall concerts have set a marker for the industry.

The Chair commended D. Kelleher on the major achievement in successfully opening the new hall with an outstanding and high-profile series of concerts. Furthermore, she commended K. Kelleher on his very significant contribution to supporting the financial and legal challenges associated with the new campus and chamber recital hall.

**5. Quality Assurance Internal review ICT Services**

The internal review and the peer review were tabled. The meeting reviewed the summary recommendations and the management responses. Proposed by T. Corcoran and seconded by D. Tiernan, the Governing Body approved the report and responses for submission to TCD.

**6. RIAM Diversity, Equality, Accessibility and Inclusion (DEAI)**

No specific matters tabled.

**7. Finance Committee Report**

The Secretary summarised the meeting held on 3<sup>rd</sup> October 2023.

The inflation and delay claims by the builder remain a potentially a significant financial risk for the Academy. Further analysis is to be carried out on the amount of cash needed to fund the ongoing operation in light of having diverted significant RIAM cash resources to the project.

The management accounts to July show a positive operating surplus / ebitda and though results are currently well ahead of expectation, there is a cautionary note with respect to exam fees and campus income achievable in the second half of the year.

**8. Audit & Risk Committee**

The Governors noted the minutes of the Audit & Risk meeting of 29<sup>th</sup> June 2023.

T. Corcoran gave a verbal update of the meeting held on 28<sup>th</sup> September 2023.

Internal Audit is happy with the management responses on the recommendations in the Data Protection review and will update the committee at the end of Q1/24 on progress made on implementing them.

The committee reviewed the terms of reference and proposed to amend the membership criteria to allow more flexibility on the committee's composition. The matter to be brought to the next Governance committee meeting.

The next self-assessment review of the committee will examine the duties noted in the terms of reference.

Work is ongoing to prepare a statement for the next meeting on the content and purpose of the Academy's risk register and the process required for regular reviewing and updating.

T. Corcoran advised, that as indicated earlier in the year, he plans to stand down from the GB in December. The Chair noted his decision with regret and thanked him for the great contribution he has made to the RIAM over a considerable period of years.

The Governing Body appointed Luke O 'Cuinneagáin to serve on the Audit & Risk committee.

**9. Governance Committee**

The primary item taken at the meeting on 18<sup>th</sup> September was the Student Code of Conduct 2023 and the policy process control sheet. The Governing Body approved the code - proposed D. McDonagh and seconded by T. Corcoran.

The Governing Body appointed Helen McCormack and Luke O 'Cuinneagáin to serve on the Governance Committee.

D. McDonagh offered to find further potential candidates for Governance committee members through his IPA contacts.

D. McDonagh, a very long serving member of the GB also advised that he plans to step down from the GB in December. The Chair noted with regret his decision and thanked him for his great contribution to the RIAM. The Chair further noted that the GB would greatly miss all the corporate knowledge and wisdom which T. Corcoran and D. McDonagh had brought to their membership of the board.

**10. Board of Studies**

No approved minutes tabled.

**11. Pension Trustee Matters**

The Governors approved the minutes of the Trustee meetings of 30<sup>th</sup> June and 11<sup>th</sup> July 2023. On the many risks outlined in the risk register at the 11<sup>th</sup> July meeting, no risk scored above 8 out of a maximum score of 20, the scores being a product of impact and likelihood.

**12. ICT Steering Committee meeting**

The Governors noted the minutes of the steering committee meeting of 25<sup>th</sup> May 2023.

**13. AOB**

The Governing body approved the Board and committee meetings calendar for 2024.

Signed .....

Date .....