

## Land Development Agency

### Board Meeting of 14<sup>th</sup> December 2021

#### Minutes of Meeting

Date	14 <sup>th</sup> December 2021
Venue	Teams
Time	10am
Chair	Michael Stone
Other Board Members	John Coleman (CEO), John O'Connor, Caroline Timmons, Frank Curran, Clare Costello, Conn Murray, Michelle Norris
Apologies	
Attendees	Cormac O'Rourke, Phelim O'Neill*
Minute Taker	[REDACTED] (Arthur Cox)
*	For part of meeting

Personal  
Information  
Section 37

No	Item
<b>1.</b>	<b>Board Preliminaries</b>
	<b>Agenda – For Noting</b> The Board noted the agenda provided for the meeting.
<b>1.1</b>	<b>Noting of Meeting Chair – For Noting</b> It was noted that Michael Stone would chair the meeting.
<b>1.2</b>	<b>Notice of Meeting and Quorum – For Noting</b> The Chair noted that the meeting was quorate.
<b>1.3</b>	<b>Declarations of Conflict / Interest – For Noting</b> The Board were provided an opportunity to declare any conflicts of interest in respect of the agenda items.  Frank Curran noted that he may have a conflict in connection with the Dun Laoghaire project.
<b>1.4</b>	<b>Draft minutes of Board meeting of 16 November 2021 – For Approval</b> The draft minutes of the November Board meeting were approved.
<b>1.5</b>	<b>Board Action Tracker – For Discussion</b> The Board reviewed the updated action tracker and took note of the open items on the tracker.
<b>2.</b>	<b>CEO Update</b>
<b>2.1</b>	<b>CEO Summary Report – For Discussion</b> The CEO Report was taken as read by the meeting.

	<p>[REDACTED]</p> <p>It was noted that the criteria and review process for Phase #1 expressions of interest would be overseen by the Investment Committee. [MA114122021]</p> <p>The CEO gave an update in respect of the Shanganagh project. The CEO noted that tender returns for the enabling works on the St Kevin’s project were due at the end of the week and that pre-qualification questionnaires for phase #1 of the project were ready to be released.</p> <p>[REDACTED]</p> <p>[REDACTED] The incorporation of LDA DAC is projected to occur in January 2022. The CEO advised that the LDA DAC Board should move to hold its first Board meeting in January. [MA214122021]</p> <p>[REDACTED]</p>
<b>3.</b>	<b>Property</b>
<b>3.1</b>	<p><b>Property Update – For Discussion</b></p> <p>The Head of Property informed the meeting that it was intended to be on-site with enabling works for the St Kevin’s project by the end of Q1 2022. [MA414122021]</p> <p>[REDACTED]</p>
<b>4.</b>	<b>Finance</b>
<b>4.1</b>	<p><b>Finance Update – For Discussion</b></p> <p>The Finance Report was taken as read by the meeting.</p> <p>The Board noted that the turnaround time for Finance Reports needed to be reduced. The CEO confirmed that updated management figures would be uploaded to Decision Time before the end of the month. [MA514122021]</p> <p>The CEO confirmed that the existing LDA will be audited up to the date of dissolution. The Board indicated that LDA DAC may require a separate Finance Committee and Audit &amp; Risk Committee.</p>
<b>4.2</b>	<p><b>Procurement Update – For Discussion</b></p> <p>The Procurement Report was taken as read by the meeting.</p>
<b>5.</b>	<b>Audit &amp; Risk Committee</b>
<b>5.1</b>	<p><b>Committee Update to the Board – For Information</b></p> <p>The Board discussed the recommendations of the internal audit review and the Risk Register concerns identified by the Audit &amp; Risk Committee. The CEO confirmed that the LDA will keep working to improve on its risk management procedures.</p>
<b>6.</b>	<b>Investment Committee</b>

Section 36  
Commercially  
Sensitive  
Information

Section 29  
Deliberations  
of Public  
Body

Section 29  
Deliberations  
of Public  
Body

6.1	<p><b>Committee Update to the Board – For Information</b> The Investment Committee (“IC”) Report was taken as read by the meeting.</p> <p>[REDACTED]</p>	Section 36 Commercially Sensitive Information
6.2	<p>[REDACTED]</p>	
	<p style="text-align: center;"><b>DECISION</b></p> <p>[REDACTED]</p>	
6.3	<p><b>Cost Development Policy – For Approval</b> The Board reviewed the draft cost development policy presented to the meeting.</p> <p>The Board recommended that the policy should be adopted now and amended after six months to account for regional variance. [MA714122021]</p> <p>The Board further recommended that LDA processes should reflect the regulations of the Public Spending Code. [MA814122021]</p>	
	<p style="text-align: center;"><b>DECISION</b></p> <p><b>The Cost Development Policy be and is hereby approved.</b></p>	
7.	<p><b>Strategic Planning &amp; Sustainability Committee</b></p>	
7.1	<p>[REDACTED]</p> <p>The Board reviewed the Committee’s Community Engagement Consultation Policy and procedure.</p>	Section 29 Deliberations of Public Body
8.	<p><b>Remuneration &amp; Nominations Committee</b></p>	
8.1	<p>The Chair of the Committee informed the Board that the Committee would be conducting a review of its Terms of Reference and that [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	Section 29 Deliberations of Public Body
9.	<p><b>Any Other Business</b></p>	
9.1	<p><b>AOB</b></p>	

	There were no further items of business to discuss.
10.	<b>Date of next Board meeting</b> The date of the next board meeting is 8 <sup>th</sup> February 2022.