

Land Development Agency

Board Meeting of 12th May 2020

Minutes of Meeting

Date	12 th May 2020
Venue	Video conference call – COVID 19 restrictions remaining in place
Time	10am
Chair	John Moran
Other Board Members	John Coleman, Michael Stone, Tim Bouchier Hayes, Clare Costello, Michelle Norris, John O’Connor, Caroline Timmons, Conn Murray
Apologies	
Attendees	Phelim O’Neill (Items 4.0 and 5.0); Barry O’Brien
Minute Taker	Barry O’Brien

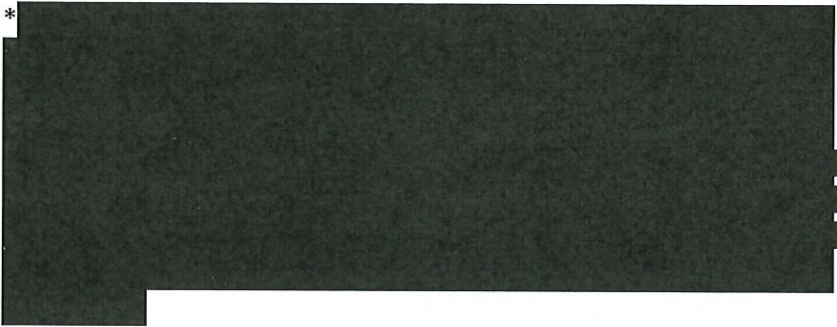
No	Item	Action
1.	Board Preliminaries	
1.1	Non-executive board members private session See separate minutes circulated. John Coleman (CEO) and Barry O’Brien (minute taker) joined the meeting following the completion of the private session.	
1.1.	Disclosure of interests The Board were provided an opportunity to declare any interests in respect of the meeting contents. John O’Connor declared a conflict of interest with agenda item 3.2. – property update in relation to three Housing Agency sites due to be transferred to the LDA.	
1.2.	Review of April 2020 Board meeting minutes The board requested some amendments / clarification in relation to the draft minutes circulated for review:	
	2.1 Draft strategic plan	Clarify that any endorsement of strategy was subject to further board review and discussion,
	4.1* [REDACTED]	[REDACTED]
	4.2 Cost rental structuring proposal	[REDACTED]
		LDA executive to present board [REDACTED] expressions of interest process *Section 36- Commercially Sensitive Information

			*Section 29- Deliberations of FOI Bodies
	5.0 Appointment of external auditor	In future, for the avoidance of doubt, the board agreed that all matters requiring approval going forward would be proposed and seconded by two board members.	
	It was agreed to formally approve the appointment of Mazars as external auditors (Item 5.0 April 2020). The request was proposed by Michelle Norris and seconded by Caroline Timmons.		LDA executive to present updated board paper in relation to cost rental
1.4.	<p>Matters Arising</p> <p>04.01 (2019) – DoHPLG representative update on cost rental The CEO confirmed that a DoHPLG representative has been invited to address the board at the June 2020 board meeting.</p> <p>01.02 (2019) – Site Scorecard There are several activities underway to inform the LDA’s strategic approach to land management / acquisition including the cities strategies, LDA design principles and the design and roll-out of the state lands database. The CEO informed that the board that the site scorecard assessment process would be progressed to dovetail with the other activities underway. It is the intention to have this work complete by year-end. Following discussion, the board supported this approach.</p>		
2.	CEO Update		
2.0	<p>CEO Update</p> <p>The CEO presented his update report to the board.</p> <p>1. Operating Platform</p> <p>Staff continue to work from home whilst the Covid-19 restrictions remain in place. Working arrangements are working well in the circumstances. However, risks exist in relation to project timelines, particularly * [REDACTED] access for surveys and required s.183 approvals (e.g. planning).</p> <p>The agency continues to move forward in relation to staff hiring and processes underway for roles across the business, including project management, planning, procurement, legal and HR.</p> <p>2. Funding</p> <p>CEO has engaged with DoHPLG in relation to the agency’s funding requirements. Pending new government formation and passing of the LDA Act, the CEO received assurances that the DoHPLG will continue to</p>		*Section 36- Commercially Sensitive Information

	provide interim financial support in relation to the LDA's core activities / initial pipeline.	
3.	LDA Strategic Plan	
3.1.	Draft Strategic Plan – John Coleman	
	<p>The CEO presented an updated version of the draft strategic plan reflecting comments received at the April 2020 board meeting.</p> <p>A discussion took place in relation to the draft plan. Matters for further consideration include; (i) the need to define goals in terms of priority; (ii) an increased focus on development of land; (iii) the need to craft the plan as a higher level mission /vision statement vs. an operational document; and (iv) a need for an increased emphasis on the agency's role to facilitate wider development and on building stakeholder relationships with Local Authorities and others.</p> <p>The board decided to establish a board sub-committee in order to articulate the board's input into drafting a revised strategic plan with the intention of the sub-committee presenting the plan to the LDA board for review in June 2020.</p> <p>The sub-committee will be chaired by Conn Murray. The other members are John O'Connor, Michelle Norris, Caroline Timmons and John Coleman.</p>	
4.	Property Update	
4.0.	Property Update – Phelim O'Neill	
	<p>Phelim O'Neill (LDA) provided the board with the property update. Covid-19 issues are continuing to impact the property / development market. Sites remain closed (phased re-opening from 18th May) and wider impacts are being felt in matters such as statutory planning timelines, LA interactions and ability to conduct site surveys, some of which are seasonal and time critical * [REDACTED]</p> <p>Notwithstanding Covid-19 impacts, design work continues to move forward across LDA projects. Reddy and Tyrens now appointed in relation to Dundrum CMH, St. Kevin's pre-application meeting is scheduled, design work is progressing well in relation to Shanganagh and the first draft of the Sandy Road (Galway) design review has been completed.</p> <p>The board expressed a level of concern in relation to potential delays which could be caused through the lack of site access for seasonal surveys, particularly in relation to * [REDACTED] one of the LDA's key strategic projects. The CEO and Phelim O'Neill assured the board that the matter has been escalated through the appropriate channels within DoHPLG and the [REDACTED] and that all avenues were being explored</p>	<p>*Section 36-Commercially Sensitive Information</p> <p>*Section 36-Commercially Sensitive Information</p>

	in an attempt to secure access and avoid any consequential delays in timelines.	
4.1	<p>Shanganagh Project Manager / Property Advisor Fee – For Approval</p> <p>Phelim O’Neill (LDA) presented the request. Approval was sought to appoint KSN as project manager in relation to the scheme for an amount of * [REDACTED] and to appoint Cushman and Wakefield for the provision of property advisory, management and letting agency services, for a fee of * [REDACTED]</p> <p>The board were advised in the proposal was being made in the context of the fact that the s.183 council vote has not yet taken place in relation to the proposed transfer of the cost rental site from DLR to the LDA. However, partial mitigation in relation to fee quantum is available through the proposed fee structures, whereby thresholds have been agreed for each completion stage.</p> <p>Following a discussion, the board agreed to approve the request. However, the board expressed limited future appetite for material construction related expenditure on the project in the absence of an agreed s.183 land transfer.</p> <p>The request was proposed by Tim Bouchier Hayes and seconded by Michael Stone.</p> <p>As a general point, the board requested that any future fee proposals / appointments should be presented within the wider context of the overall budgeted consultant fees per project.</p>	<p>*Section 36-Commercially Sensitive Information</p> <p>*Section 36-Commercially Sensitive Information</p>
5.	Strategic Property Matters	
5.1	<p>LDA Design Principles – for discussion</p> <p>Phelim O’Neill (LDA) presented an overview of the first draft of the LDA’s design principles for board input and discussion. The principles, when finalised are intended to provide a sufficient level of direction to the LDA management team and service providers in terms of design and development.</p> <p>[REDACTED]</p> <p>A board discussion took place in relation to the draft document. *The [REDACTED]</p> <p>* [REDACTED]</p>	<p>*Section 29-Deliberations of FOI Bodies</p> <p>*Section 29-Deliberations of FOI Bodies</p> <p>*Section 29-Deliberations of FOI Bodies</p>

<p>5.2</p>	<p>[Redacted]</p> <p>Based upon the board's feedback, the LDA executive will revert with</p> <p>* [Redacted]</p>	<p>*Section 29- Deliberations of FOI Bodies</p>
<p>6.</p>	<p>Approach to main contractor procurement – for information</p> <p>Phelim O'Neill presented a paper outlining the agency's proposed approach in relation to contractor procurement as previously requested by the board (matters arising ref. 07.01 (2019)).</p> <p>* [Redacted]</p> <p>* [Redacted]</p>	<p>*Section 36- Commercially Sensitive Information</p> <p>* Section 29- Deliberation of FOI Bodies</p> <p>* [Redacted]</p>
<p>6.0</p>	<p>Board self-assessment questionnaire</p>	
<p>7.</p>	<p>The CEO advised the board that that they will receive a copy of the questionnaire and instructions to complete prior to the June 2020 Board Meeting</p>	
<p>7.0</p>	<p>AOB</p>	

7.0	AOB * 	*Section 29- Deliberations of FOI Bodies
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	<p>The board requested that a year-to-date finance / expenditure report is included in each board pack going forward.</p> <p>The next board meeting is scheduled for 10am Tuesday 16th June 2020.</p>	
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