

## Governance Committee Meeting January 2025

Venue: Zoom

Date: January 22nd 2025

Time: 19:00-20:30

1.0	Standing Items	Action
1.1	GH updated the committee on Ciaran having moved on and thanked him for the time and dedication to the committee.	AR to issue a letter of thanks to Ciaran
1.2	Committee Present: Greta Hickey (GH), Joanne Kennedy (JK), John O'Callaghan (JOC), Pamela Bastable (PB).  Staff: Orla Nugent (ON)  There were no apologies	
2 Items for discussion/decision		
	<p>GH provided a verbal update to the committee.</p> <p><b>Key updates:</b></p> <ul style="list-style-type: none"> <li>● Performance Management Review</li> <li>● All Policies up to date <ul style="list-style-type: none"> <li>○ Staff policies need alignment with Governance Code</li> </ul> </li> </ul> <p><b>The Committee review the following item:</b></p> <ul style="list-style-type: none"> <li>● Governance Code: <ul style="list-style-type: none"> <li>○ Currently compliant</li> </ul> </li> <li>● Terms of Reference (TOR) Review</li> </ul>	<p><b>Q3 Action:</b> ON to update templates post AGM</p> <p><b>ON Action:</b> KOSI Report to be reviewed</p>

	<ul style="list-style-type: none"> <li>● Ongoing update of Risk Register (RR)</li> <li>● Committee TOR: <ul style="list-style-type: none"> <li>○ Whole review required</li> </ul> </li> <li>● KOSI Report to be reviewed</li> <li>● Governance Committee Vacancy</li> </ul> <p><b>Board Performance Management Review (PMR)</b></p> <p>The committee discussed the upcoming Internal PMR</p> <ul style="list-style-type: none"> <li>● <b>Key Focus Areas:</b> <ul style="list-style-type: none"> <li>○ Realignment of board priorities</li> <li>○ Board to complete assessments by March</li> <li>○ Interviewing SLT &amp; subcommittees</li> <li>○ Training and Development</li> </ul> </li> </ul> <p><b>Closing Remarks</b></p> <p>Meeting adjourned.</p> <p>Next meeting scheduled for <b>March 12th</b></p>	<p><b>All Action:</b></p> <p>Governance Committee to assist with 360 Review and Interviews</p> <p><b>ON Action:</b> Advertise vacant positions</p>
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