

## Minutes of 4<sup>th</sup> Meeting of the Authority – 23 May 2024 held via Hybrid

**Table 1: Authority Members Present:**

<b>Name</b>	<b>Detail</b>	<b>Initials</b>
Gerry Kearney	Chairperson	GK
Mari Daly	Member of the Authority	MD
Cathy Holahan	Member of the Authority	CH
Nicola Keogh	Member of the Authority	NK
Stephen Keogh	Member of the Authority	SK
Lorraine Lally	Member of the Authority	LL
Darren Lehane	Member of the Authority	DL
Máire McMahon	Member of the Authority	MM
John O'Donnell	Member of the Authority	JOD
Michael O'Sullivan	Member of the Authority	MOS
Ercus Stewart	Member of the Authority	ES
Tony Ward	Member of the Authority	TW

**Apologies:** Geraldine Smith

**Table 2: Executive in attendance:**

<b>Name</b>	<b>Detail</b>	<b>Initials</b>
Madeleine Delaney	Director of Legal Affairs and Registration/Interim CEO Items 1.0 to 11	MD
Thomas Mullholland	Director of Compliance and Enforcement Items 1.0 to 11	TM
Malachy Cardiff	Head of Corporate Affairs/Board Secretary Items 1.0 to 11	MC
Ciara Finn	Head of HR Item 7.5	CF
Meagan Gill	Head of Registration Item 6.1	MG
Geraldine McCarthy	Head of Communications and Stakeholder Engagement Items 1.0 to 11	GMcC
Sean O'Connor	Head of Charity Services Item 7.4	SOC
Niall Scanlon	Head of Finance Items 1.0 to 11	NS
Carmel O'Donohoe	Governance and Policy Manager Items 1.0 to 11	COD

**Apologies:** none

## 1.0 Quorum

- It was noted that a quorum was present and the meeting was duly convened.

## 2.0 Apologies

- The apology from Geraldine Smith was noted.
- It was noted NK would join the meeting about 3pm.

## 3.0 Conflicts of Interest

- No conflicts of interest were declared

## 4.0 Approval of minutes of the Board Meeting dated 28 of March 2024

### 4.1 Approval of minutes of the Board meeting dated 28 of March 2024

- Members reviewed and approved the Board minutes of 28 of March 2024.

### 4.2 Approval of redacted minutes of the Board meeting dated 28 of March 2024 and publication of same.

- Members reviewed and approved the redacted Board minutes of 28 of March 2024 for publication.

**It was agreed that the Board Secretary would arrange for publication of the redacted minutes on the website.**

### 4.3 Matters Arising

- There were no matters arising.

## 5.0 Update from Committees

### 5.1 Report of the Finance Audit Risk and Governance (FARG) Committee.

- Members noted the minutes of the FARG Committee Meeting of 15 April 2024 and the report given by CH (in the absence of the Chairperson of the FARG Committee) since the last meeting of the Authority.

**The Board of the Authority noted the update given by CH, member of the FARG Committee.**

### 5.2 Report of the Regulatory Committee (RC)

- Members noted the minutes of Meeting 2 of the Regulatory committee which took place on 23 April 2024 and the report of MOS since the last meeting of the Authority.

**The Board noted the update given by MOS, member of the Regulatory Committee.**

### 5.3 Report of the Charity Services Committee (CSC)

- Members noted the minutes of meeting 3 of 2024 for the Charity Services Committee held on 15 May 2024 and the memos and the papers on the Board portal software. .
- Members formally approved all recommendations of the Committee and adopted same as decisions of the Authority.
- Members authorised the Seal of the Authority to be affixed where appropriate.

### 5.4 Performance Resource Planning and Advisory Committee (PRPAC)

- The members noted the report of the Chairperson of the PRPAC Committee since the last meeting of the Authority.

## 6.0 Decisions by the Authority

### 6.1 Decision to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED]

- Members reviewed and discussed the recommendation to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED] under section 39 of the Charities Act 2009.

**The Board agreed to refuse an application to be entered in the Register of Charitable Organisations made under section 39 of the Charities Act 2009 pertaining to [REDACTED] for the reasons in the Notice of Intention to Recommend Refusal of an Application under Section 39 of the Charities Act 2009 dated 05 March 2024.**

### 6.2 Decision to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED]

- Members reviewed and discussed the recommendation to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED] under section 39 of the Charities Act 2009.

**The Board agreed to refuse an application to be entered in the Register of Charitable Organisations made under section 39 of the Charities Act 2009 pertaining to [REDACTED] for the reasons in the Notice of Intention to Recommend Refusal of an Application under Section 39 of the Charities Act 2009 dated 16 February 2024.**

### 6.3 Decision to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED]

- Members reviewed and discussed the recommendation to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED] under section 39 of the Charities Act 2009.

**The Board agreed to refuse an application to be entered in the Register of Charitable Organisations made under section 39 of the Charities Act 2009 pertaining to [REDACTED] [REDACTED] for the reasons in the Notice of Intention to Recommend Refusal of an Application under Section 39 of the Charities Act 2009 dated 13 March 2024.**

#### **6.4 Decision to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED]**

- Members reviewed and discussed the recommendation to refuse an application to be entered in the Register of Charitable Organisations from [REDACTED] under section 39 of the Charities Act 2009.

**The Board agreed to refuse an application to be entered in the Register of Charitable Organisations made under section 39 of the Charities Act 2009 pertaining to [REDACTED] [REDACTED] for the reasons in the Notice of Intention to Recommend Refusal of an Application under Section 39 of the Charities Act 2009 dated 08 February 2024.**

**Members noted that there was benefit in providing a six monthly snapshot of the numbers of charities that get registered, that withdraw and get refused.**

#### **6.5 Decision to approve Draft Annual Report 2023**

- Members approved the Draft Annual Report 2023, subject to any small observations or amendments which should be made to the Head of Communications and Stakeholder Engagement by 31 May 2024.

#### **6.6 Decision to approve Audited Financial Statements 2023**

- The Authority reviewed and approved the Audited Financial Statements for the Charities Regulatory Authority and the Charity Funds for year ended 31 December 2023.
- The Authority authorised the Chair and the Interim CEO to sign both sets of Audited Financial Statements.

## 6.7 Approve amendments to the AIB and PTSB Bank Mandates

- The Authority reviewed and approved the amendments made to the AIB and the PTSB Bank Mandates as outlined in the Briefing Note.

## 6.8 Approve appointments of members to committees

- The Board reviewed and approved the proposed changes to members of committees as follows.
  - Mari Daly is appointed to the Regulatory Committee;
  - Michael O’Sullivan is appointed Chairperson of the Regulatory Committee
  - Gerry Kearney and John O’Donnell are appointed to the PRPAC
  - Máire McMahon leaves the PRPAC as she is also serving on the FARG Committee.

## 7.0 CEO Report

### 7.1 Registration

- Members noted the report on Registration and the updates contained therein.

*NK joined the meeting at 3:05pm.*

### 7.2 Compliance and Enforcement (C&E)

- Members noted the report on C&E and the updates contained therein.
- Members agreed to add a discussion on the Charities Governance Code to the agenda of a future Board meeting.

### 7.3 Communications and Stakeholder Engagement

- Members noted the report on Communications and Stakeholder Engagement and the updates contained therein.

### 7.4 Charity Services and Legal Affairs

- Members noted the report on Charity Services and Legal Affairs and the updates contained therein.

- Members noted the report in relation to the update on the bill of costs in relation to a particular case.
- Members noted the update on the CIF project update.
- Members noted that there would be a further briefing on the CIF at the September Board meeting.

## 7.5 Corporate Affairs, Finance and HR

- Members noted the report on Corporate Affairs and the updates contained therein.
- Members noted the update given on the assessment of data security.
- Members noted the report on Human Resources and the updates contained therein.
- Members noted the report on Finance Update including update on the CIF payments.

## 7.6 Update on current organisational issues and CEO Matters

- Members noted the update on current organisational issues and CEO Matters.
- Members noted the update on the Charities (Amendment) Bill 2023.
- Members noted the Report on 'Ireland's Registered Charities 2019 to 2022 which will be published on 28 May 2024 and there will also be a webinar on the same day.

**Members noted the Chief Executive's report and the updates contained therein.**

## 8.0 Corporate Risk Register

- Members noted the update given on the Corporate Risk Register.

**Members approved the Corporate Risk Register for April 2024.**

## 9.0 Business Plan Tracker

- Members noted the update given on the Business Plan Tracker.
- Members reviewed and approved the Business Plan Tracker for April 2024.

## 10.0 Chairperson's Report

- The Chairperson updated the meeting that he is working with the Interim Chief Executive on engaging with the Department in relation to the key priorities for the Charities Regulator.
- The Chairperson confirmed that he has met the Minister and Minister of State to discuss key provisions contained in the Amendment Bill.

## 11.0 AOB

- There being no other business, the Chairperson thanked all for their contribution and closed the meeting.



**Table 3: Actions arising from Board Meeting 4, 23 May 2024**

<b>No.</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Timeframe</b>
1.0	Publish redacted minutes for the Board meeting of 28 March 2024 on the Charities Regulator’s website.	Board Secretary	May 2024
2.0	All the recommendations of the Charity Services Committee Meeting 3 (15 May 2024) as outlined in the minutes, to be actioned and the Seal to be affixed where appropriate.	Charity Services	May/June 2024
3.0	Four letters of decisions to refuse charitable status to be issued.	Head of Registration/The Chair	June 2024
4.0	Members to liaise with Head of Communications and Stakeholder Engagement regarding any observations on the Annual Report	Members	31 May 2024
5.0	The Chair and the Interim CEO to sign both sets of Audited Financial Statements	The Chair and the Interim CEO	31 May 2024
6.0	Amendments made to the AIB and the PTSB Bank Mandates	Head of Finance	June 2024
7.0	Discussion on the Charities Governance Code to a future Board meeting	Board Secretary	TBA
8.0	A further update on the CIF project to be given to the Board	Head of Charity Services	September 2024

**Table 4: Key actions carried forward**

<b>No.</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Timeframe</b>
1.0	N/A	N/A	N/A