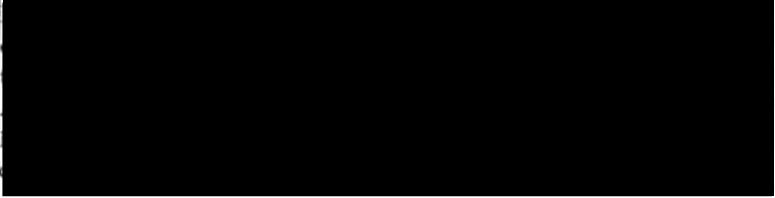


RTÉ Executive Board	
Date:	Tuesday 11 January 2022 @ 9am m via Teams

Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Geraldine O'Leary, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney, Richard Collins, Paula Mullooly
1.	Minutes and Matters arising The Minutes of 21 December were read and approved.
2.	Covid 19 update EC gave an update on the amount of Covid cases and also those self isolating. EC also gave an update on delivery of Antigen test, distribution etc. Thanks was noted to ██████████ for sourcing as supply was strong. JJ noted thank you to EC and Team for all the work on this staff feel safe and looked after. As and when Covid information changes staff will be notified.
3.	Reports <u>HR:</u> EC updated that the NSO was still due to move over to NCH on 24 th January. <u>Content:</u> JJ advised that the last few weeks had been challenging with Covid nos and protecting the site and staff etc. Christmas delivered well. DWTS did a pre-record due to 8pm curfew. Fair City doing very well but will go to three episodes per week whilst Covid numbers are up. Tommy Tiernan has been prerecorded also. The Treaty live event was very good. <u>News & CA:</u> JW advised that DMcC and JMcC had put a lot of work into the Treaty live over Christmas. DF noted it was a great piece of work and well done to all. Releasing year in review this week. <u>Commercial:</u> GOL advised waiting to finalise the 2021 figures. Trading and in particular TV spot doing well, Radio is more challenged at the moment. ██ RTÉ Guide Christmas edition did well. Geraldine's team working on review of 2021, the revenue, audiences, content, public perception this to be put into a presentation for Agencies to go out with a small virtual roadshow. Radio Centre up and running. <u>ACM:</u> AL advised that viewing numbers from the weekend were strong. Paul Loughrey working on review of 2021 and will attend Executive Board in coming weeks. AL gave an update on information at hand. ██████████ ██████████. Sport on RTÉ2 doing well. News App great end of year figures. A discussion was had about perhaps AL might contribute to a piece on Future of TV Audiences, role of RTÉ. Discussion also arose regarding advertising on the Player RTÉ1 and RTÉ2, also live sporting events. AL advised of an increase in Freelance costs arising from inflation. Action: RW/AL/GOL to meet and make a plan with regard to Advertising plan for the Player re: RTÉ1 and RTÉ2.

<p>4.</p> <p>5.</p>	<p>Operations & Technology: RW advised that RMcD, DS, JPC, BNiR all got over Christmas well, despite the challenges. Technology also in a good place. Continuing to work on the Hybrid Working Space in the ground floor, Library building. This is coming along well.</p> <p>Finance: RColl advised that priority at the moment is closing off year end accounts. Some Finance people are moving on from RTÉ and roles to be filled. Working with the Auditors next week. RColl also advised no licence fee target for 2022 had yet been set.</p> <p>Legal: PM advised it is busy with various RTÉ Investigates and Documentaries coming up.</p> <p>Strategy: R Cov advised that he is working with [REDACTED], Truepoint re: Strategy and mapping out the next few months and will return with proposal on this.</p> <p>Two Committees coming up PAC next week and JOC the following week so working on briefings for both. RCov also advised that RC and GB would bring the Executive Board up to speed with the Strategy and proposed next steps in coming weeks. This to be broken down into areas.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF noted thank you to all for the combined efforts across the organisation for rising to these challenging times. • DF noted that each area/Director provide 2022 priorities for discussion at Executive Board next week. <p>For information:</p> <ul style="list-style-type: none"> • Legal Report • Commercial Report • Audience Scorecard
<p>Next Executive Board Meeting Tuesday 18 January 2022 @ 9am</p>	
<p>RTÉ Executive Board</p>	
<p>Date:</p>	<p>Tuesday 18 January 2022 @ 9am m via Teams</p>
<p>Participants:</p>	<p>Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Geraldine O’Leary, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney, Richard Collins, Paula Mullooly</p>

1.	<p>Minutes and Matters arising: The Minutes of 11 January were approved.</p>
2.	<p>Covid & Willis Towers Watson updates EC gave an update on the current Covid numbers, cases and those isolating and also an updated on the antigen test distribution. Numbers have much improved. Colm Byrne is working on plan for living with Covid and next steps. Hybrid working plan in place. There will be a digital information pack available. Phased return will be introduced along with current plans.</p> <p>EC advised there will be an update on Willis Towers Watson regrading project next week.</p>
3.	<p>Advertising Player plan for RTÉ1 and RTÉ2</p> 
4.	<p>Priorities 2022</p>
5.	<p>The individual Directors gave an update on what were priorities for their particular areas for the coming year. A document had been pre-circulated outlining all areas.</p> <p>Reports:</p> <p>Finance: RColl advised that the Licence fee continues to be of concern. Working on financial statements for 2021 and hope to have a better idea of where we are at by week end. January costs will be circulated early Feb in flash report.</p> <p>Strategy: RCov advised that the NSO transfer was due to be signed off by Cabinet next Monday 24th January. The Strategy piece of work to come to the Executive Board next week for discussion.</p> <p>Legal: PM advised BAU and work on Documentaries to be delivered by week end.</p> <p>News & CA: JW advised that announcements of Agriculture Correspondent is imminent and that the Washington Correspondent will be announced in a couple of weeks.</p> <p>Commercial: GOL advised that both she and Adrian will go out to the Agencies on February 10th. GOL advised that Commercial revenue for January is slow.</p>

6.	<p>Content: JJ advised good weekend for RTÉ output. LLS on Friday night was very good and connected well with audience. Technical glitch with DWTS being out of sync is being looked at in detail and report will be provided. Irish Crimes and Confessions doing very well and strong numbers. JJ also advised that there had been an amendment to the Irish Language Act and RTÉ's obligations due to it being a public body - 20% of new recruits to RTÉ will need to be an Irish speaker. PM to look at this and implications.</p> <p>ACM: AL advised that SKY proposal is at final stages. Branding proposal tender document is being written currently with JH to lead the project. This to come before Executive Board when it has been signed off by Digital Strategy Board. [REDACTED]</p> <p>[REDACTED] AL noted that meetings with AB and DH were taking place fortnightly with regard to box sets. PL working on figures for review of 2021, and other research regarding consumption of our content. PL to attend Executive Board when this has been complete.</p> <p>Technology & Ops: RW advised areas are working well. Plans for Hybrid working spaces are going well.</p> <p>7.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF advised of meeting with Public Accounts Committee on Thursday 20th January along with RColl and FOS. • DF thanked all those involved in the transfer of NSO to NCH and the work involved in this regard. <p>Approvals:</p> <ul style="list-style-type: none"> • CDG Report: All Contracts were approved by the Executive Board. • A196s: The A196s for IP Distribution, Cairn Hill UHF Antenna, Masts and Towers, Telecoms Structures, Woodcock Hill Building and FM Transmitters were all approved by the Executive Board to go forward. <p>For information:</p> <ul style="list-style-type: none"> • Legal Report • Commercial Report • Audience Scorecard
Next Executive Board Meeting Tuesday 25 January 2022 @ 8.15am	
RTÉ Executive Board	
Date:	Tuesday 25 January 2022 @ 8.15am m via Teams

Participants: Apologies:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Geraldine O'Leary, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney, Richard Collins, Paula Mullooly
1.	Minutes and Matters arising: The Minutes of 11 January were approved.
2.	Covid plans going forward: EC gave an update on current Covid situation, and a discussion was had regarding the plans for moving forward given recent Government announcement of easing of restrictions. Meetings ongoing with Health & Safety Office, [REDACTED] and new protocols will be issued with staff updates when ready. Planning to keep current protocols in place regarding mask wearing and social distancing until end February. Antigen testing every second day to remain in place. Hybrid Working to proceed as originally planned for 19 th April. There will be a gradual return to site. EC gave an update on the numbers of people who had applied for Hybrid Working model and RW gave an update on plans for the Hybrid work spaces. A Risk assessment will need to be undertaken to cover all eventualities and be consistent across the board.
3.	Reports: <u>Finance:</u> RColl advised that January income is less than expected, commercial and licence fee are down. RColl advised to be wary of inflation and in particular any deals being made. <u>Commercial:</u> GOL advised that deals are happening with the Agencies later than usual, and in general the business is slower than usual. Inflation will affect Clients and marketing budgets. <u>ACM:</u> [REDACTED] [REDACTED] AL also noted that due to announcement by ITV of change in schedule timing to Coronation Street and increase to 1 hour duration, Fair City will be looked at and any impact will need to be managed carefully. Audience numbers are well with DWTS, Tommy Tiernan, LLS and Prime Time. Prime Time on Thursday previous re: Bullying really connected with younger audience. Six Nations coming in next few weeks. <u>Action:</u> DF asked that AL & JJ bring along Content and Marketing plans for 2022 in the coming weeks. A plan incorporating themes, big ticket items etc.

4.	<p>Content: JJ advised it had been a challenging few week for DWTS but the teams worked well. Lottie Ryan stepped in short notice to present and did a very good job. Dancers to remain in pods. Audiences planned for LLS and plans afoot, working with H&S. Recent Crimes & Confessions documentaries went down very well, and Mick Peelo and Team did a great job. Sports back in full swing at the weekend. Eight weeks of full on sports planned from Rugby to National League.</p> <p>News & CA: JW advised that Joe Mag Raollaigh had been announced as Agriculture Correspondent and Sean Whelan as Washington Correspondent, Sean's current position as London Correspondent will be filled in due course in the coming weeks.</p> <p>Technology & Ops: RW advised that a solution had been worked out for Ads to play on The Player/ RTÉ1 and RTÉ2 and this would be enabled first week of February. GOL had sent an email advising the industry. RW advised he will bring a paper on Technology usage policies to the Executive Board next week.</p> <p>Strategy: RCov noted the Strategy work was being done, following the morning's session with [REDACTED]</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF advised of meeting with the Joint Oireachtas Committee along with the RTÉ Chair on Wednesday 25th January. DF/JJ noted well done to RCov and EC for all the work involved in this. • RCov advised that the NSO had moved across to NCH on Monday 24th as planned. • DF noted planning for the FOMC Report being released. <p>For information:</p> <ul style="list-style-type: none"> • Legal Report • Commercial Report • Audience Scorecard
Next Executive Board Meeting Tuesday 1 February 2022 @ 9am	

RTÉ Executive Board	
Date:	Tuesday 1 February 2022 @ 9am m via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Geraldine O'Leary, Richard Waghorn, Eimear Cusack, Rory Coveney, Richard Collins, Paula Mullooly
Apologies:	Jon Williams,
In attendance:	[REDACTED]

1.	<p>Minutes and Matters arising: The Minutes of 25 January were approved.</p>
2.	<p>Resourcing Albert TB was in attendance regarding resourcing Albert and gave background on recent commitments regarding Climate Action plan and RTÉ's rigorous plans around sustainability. It has become clear that a full-time resource will be needed to work with production teams and work with the tools available along with the production model. We have a lot of programmes nearly there but not quite over the line and having someone full time to concentrate on this will mean all the difference. The role to work within the Property and Services area under Sustainability/ [REDACTED] A lot of groundwork has been completed but a lot to do. The Executive Board were in support of proceeding with the role to go forward. DF noted thank you to RW, TB for all the work put in such testing times and pressurised environment over the last few years.</p>
3.	<p>Acceptable use of Technology. RW had committed to working on Technology Policy and had brought this before the Executive Board last year. It was decided to look over the Technology area again factoring in any potential risk and a group lead by RW and PF got together and sought external advice on this. Feedback was very positive with a few small tweaks to be made. R Wag has now updated what was the Technology Usage Policy document and is now called the <i>Acceptable use of Technology</i> and all existing policies have been incorporated into this new document from procedures to guidelines, points of information on how to use technology, principles of acceptable use and unacceptable use. DF thanked RW and PF for work on this. The Acceptable use of Technology to be incorporated into the employee handbook and when there are Policy/HR updates for all staff this to included also.</p> <p>Actions:</p> <ul style="list-style-type: none"> • RW advised that he along with BW had been working on Ransomware document and will bring it to the Executive Board in advance of going to the ARC Meeting. • DF to follow up with PF on Ransomware document for Exec and Arc.
4.	<p>Reports:</p>

HR: EC gave an update on current Covid stats, and Hybrid working policy plans. Will update staff in February regarding updated protocol.

Strategy: RCov advised the first of the Strategy Workshops: *10-year Sector Scenario Group* taking place on Thursday 3rd Feb online facilitated by [REDACTED]. This to be the first of 2/3 workshops and will feed into the Strategy process. Also plan for an orienteering day for teams.

ACM: AL gave an update on current SKY proposal. SKY Glass demo available for any Exec members. Working through [REDACTED] with RW. Tender for Architecture Designers nearly ready. JH working on this. New person working on Data and 2 projects for Discovery.

Technology: RW gave an update on the DAI Player on VOD and what had been built, more work to be done and will need to be run, tested and verified. [REDACTED]

Action: DF/RW/GOL to meet regarding DAI and look further at this.

Content: JJ advised BAU and all going well. Audience back for LLS, and a lot of help received from CB and Team. Good audience figures for Allianz game on Sat night. Six Nations starting next weekend, working with Virgin on this. There have been announcements regarding 2fm schedule changes and more to come this week.

Commercial: GOL advised no great change in Revenue figures and TV and Radio Spot under budget. Industry in general slow. [REDACTED] not good, not advertising. Inflation increases have made people wary. [REDACTED]

Action:

- GOL/RW/AL to look further at [REDACTED]
- GOL go back to Agencies and advise further to enquiries [REDACTED]

Finance: RColl advised flash Finance report due next Monday 7th Feb and will be discussed at meeting next week. Commercial figures as GOL explained. Licence fee slightly better recent months. [REDACTED] is leaving the business and Group Financial Controller interviews are taking place at the moment. Meeting during the week with SCOPE and recent meeting with Department of Revenue went well.

Legal: PM advised BAU. Busy with ARC, RTÉ Board and 2RN meetings coming up along with day to day Legal business. The advertisement for DPO has been advertised.

6.	<p>AOB:</p> <ul style="list-style-type: none"> • DF noted we need to be aware of issues regarding [REDACTED] and this being looked into.
7.	<p>Approvals:</p> <ul style="list-style-type: none"> • CDG: RW noted that queries had been highlighted in yellow in pre-circulated document. Some queries to be taken offline as further information and clarification sought. <p>For information:</p> <ul style="list-style-type: none"> • Legal Report • Commercial Report • Audience Scorecard
<p>Next Executive Board Meeting Tuesday 8 February 2022 @ 9am</p>	

RTÉ Executive Board	
Date:	Tuesday 8 February 2022 @ 8.15am m via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Geraldine O'Leary, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney,
Apologies:	Richard Collins,
In attendance:	Paula Mullooly [REDACTED]

1.	<p>Minutes and Matters arising: The Minutes of 1 February 2022 were approved.</p>
2.	<p>Update on Willis Towers Watson and Job Families EC and RW introduced the HR Heads, MC Project Manager and NOG, who will lead the Comms on this project were in attendance to give an update on Willis Towers Watson work undertaken and to present the work on creating Job family structure, sub families and skill groups. A pre-read document on Job families had been circulated prior to the meeting. [REDACTED] [REDACTED] A presentation was given by RW and this was categorised by division. Next stage will be to define Anchor jobs. Timeline by end of year and communication change management plan. There were a lot of queries and feedback from Executive Board Members in particular the editorial roles and queries around content creation and journalism. Action:</p> <ul style="list-style-type: none"> • EC/RW to take the feedback away, incorporate and reconfigure. Plan for a larger editorial/sub family category and bring back to the Executive Board. • DF thanked EC/RW and all those involved on the call for the huge amount of complex work. DF/EC to catch up on the feedback.
3.	<p>Content & Marketing plans 2022 AL presented the team who had worked on this presentation, JH, LB, SB and JK which would include plans for Content in Marketing, the Marketing Comms plan for 2022 and various Partnership plans. A collaborative effort across the teams. Context for the plan, thinking and reasons for the choices were laid out and plans for TV and News. Building on the brand framework and pulling in areas where RTÉ can be distinctive and value to society, continued focus on strategy and family segments. These had been broken into 5 Category entry points: Fame, Big Ticket, Grow, Pillar and Fuel and focussing on items such as Toy Show Appeal, Climate, Documentaries, Great local Drama all cross-platform. Big Tickets items working with 2fm and Sport. Big Pillars, working with News on the Journalism Trust Initiative. Growing campaigns with consistent messaging around particular shows. Partnerships and Events, JH reported on the various events across RTÉ's slate and RTÉ owned property events i.e. RTÉ short story. Experiential Events like BTYSTE Culture Night and the Ploughing Championships. So much to grow on regarding Strategic partnerships brands and a chance to focus on Diversity. A calendar for the year ahead plans was shared.</p>

4.	<p>DF/JJ/JW all noted thank you very much to the Team for all the work put in and such a well thought out presentation.</p> <p>Action: GOL asked if the deck can be shared the deck with Senior Managers. DF suggested that it would be great if the Team could present to a number of groups of Managers on Zoom, even a condensed form of the presentation and also present to the RTÉ Board at one of the next Board meetings.</p>
5.	<p>Reports:</p> <p>This item was cut short due to time constraints and short updates from Finance and Commercial were given:</p> <ul style="list-style-type: none"> • Finance - RColl gave an update following circulation of the flash report the evening previous. Looking at a deficit but not as bad as initially thought.
6.	<ul style="list-style-type: none"> • Commercial: GOL reported industry still unsteady. Indications are for improvement. April AB is very important. <p>AOB:</p> <ul style="list-style-type: none"> • DF noted well done to the Teams involved in the Domestic violence Documentary and indeed the Housing crisis last week. Both great pieces of work and well handled. <p>For information:</p> <ul style="list-style-type: none"> • Legal Report • Commercial Report • Audience Scorecard
Next Executive Board Meeting Tuesday 15 February 2022 @ 9am	

RTÉ Executive Board	
Date:	Tuesday 15 February 2022 @ 8.15am m via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Geraldine O'Leary, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney,
Apologies:	Richard Collins,
:	Paula Mullooly

1.	<p>Minutes and Matters arising: The Minutes of 8 February 2022 were approved.</p>
2.	<p>Finance Board Report R Coll had pre-circulated the Finance Report and 2021 Year End Accounts to the Executive Board. R Coll presented the paper flagging various areas for information. Discussion with regard to Licence Fee target and the fact that it was an item of concern. Action: It was agreed to write to the Department to voice disagreement with target.</p>
3.	<p>Reports:</p> <ul style="list-style-type: none"> • Commercial: GOL gave a Commercial update looking at Q1 and various trends. Some shows up for sponsorship and a lot of work going into this to complete. • HR: EC updated on the current SCOPE investigation. Updated on current Covid protocol and policies to go out to staff. • Content: JJ noted all going well with the return of the audiences and the Programme Teams and all involved working very hard to ensure all going well. Drama Series KIN is back for series II. New Drama The Dry looks great. • News & CA: JW advised that the RTÉ Investigates last night was very well received. AL advised the share was 45% with 460k on RTÉ+1. Tony Connelly has gone to Ukraine to report from there as a result of recent developments. Journalism Trust Initiative – JTI – is currently being audited by Deloitte and Touche. This takes place every two years. JW suggested bringing findings back to Executive Board when complete in 5/6 weeks. • ACM: AL advised it was a big weekend and audience figures were great from DWTS to 6 Nations, GAA and Tommy T. Audience very strong, streams up, performing well. AL advised PL looking at the Brand Tracker and doing further work in particular at Value for Money. PL to bring this to the Executive when it is ready. Brand is critical. AL & GOL going out to the Agencies with the Two Johnnies on Wednesday (16.02).
4.	<ul style="list-style-type: none"> • Technology & Ops: All going well. Work progressing on [REDACTED] Hope to have World Cup Schedule planner to Executive Next week plus paper on Publishing to Social Media. The title <i>Operations and Production Services</i> will now be called <i>Operations</i> from hereonin. • Strategy: RCov advised need to look further into the Trust barometer in the Brand Tracker. [REDACTED]

5.	<p>RCov advised that the first Strategy workshop had taken place and a lot of feedback. Looking at future dates, process is ongoing. RCov advised on submission to DCC re: protected structures onsite.</p>
6.	<p>AOB:</p> <ul style="list-style-type: none">• Party Conferences: JW advised that that it had been decided to review pre-pandemic and we are looking at this now.• DF noted well done on the great JNLR results for Radio, across all areas. This instills the importance of radio across the country. JJ noted that lyric fm noted a great book in particular.• DF advised she is due to meeting with Mary Lou McDonald, Lead of Sinn Fein on Wednesday 23rd February. <p>Approvals:</p> <ul style="list-style-type: none">• CDG Report: Some clarification required for 1 Content role and AM to revert further on this. Query regarding additional requirement in ACM and AL to bring this before Executive Board for approval in the first instance.• A196s pack. The six 2RN submissions: UHF Transposer Antennas v1, Generator Replacement, UPS Infrastructure, Fire Safety Works and TV Chiller were approved by the Executive Board. <p>For information:</p> <ul style="list-style-type: none">• Legal Report• Commercial Report• Audience Scorecard

	Next Executive Board Meeting Tuesday 22 February 2022 @ 9am
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RTÉ Executive Board	
Date:	Tuesday 22nd February @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney, Richard Collins, Paula Mullooly
Apologies:	Geraldine O'Leary
In attendance:	[REDACTED]
1.	<p>Minutes and Matters arising: The Minutes of 15 February were approved.</p>
2.	<p>World Cup Planning Schedule [REDACTED] was in attendance to go through planning around the World Cup which takes begins on 21st November. This is one of the busiest times of the year for RTÉ. The Planning and Resources team in Operations prepared a resource and facilities plan and heat map for the period of the World Cup to identify capacity constraints. As a result of the constraints, the team are recommending a number of interventions to derisk the period.</p> <p>Action:</p> <ul style="list-style-type: none"> • It was agreed to look at different options around Saturday nights and Fair City, look at possibility of banking episodes and pause production for two weeks. • A freeze on Annual Leave in Operations. • RW/JJ/AL to look at options around Fair City. • Sports Awards/Tommy Tiernan/Promos can be moved out. • Need to also look at editing facilities and resourcing. • Nothing new to be added to the schedule
3.	<p>Digital Content Creation and Publishing Tools for RTÉ's Digital Content RW had pre-circulated a document about publishing content on social media and .ie. Looking at options around this as we need to standardise the use of a tool, [REDACTED]</p>
4.	<p>Action: It was agreed to take the conversation offline RW/AL/JW/JJ.</p> <p>Reports: Finance: R Coll advised outlook for February not as good as forecast. Commercial down as well as Licence fee. Q1 outlook down. DF mentioned need to look at PIC. Busy with ERP, Audit of tax provisions, recruitments etc.</p>

HR: EC advised that a special session for Executive Board planned re: SCOPE. Also another session with Willis Towers Watson is planned. A pre-read will be provided. [REDACTED] working on the Living with Covid plan to protect people and plan for Winter season, World Cup etc.

News & CA: JW advised that he will be hosting an EBU event later this week along with EBU counterparts, News & CA Management. Topics such as the War in Afghanistan, How to sustain journalism, Younger Audiences all to be items of discussion. JW noted that the Cabinet meeting today would discuss the possible lifting of mask wearing. JW gave an update on Ukraine and reporting by Tony Connelly.

Content: JJ advised busy week for Radio and launch of the Two Johnnies show. New evening schedule started on 2fm. TV good weekend with the start of Room to Improve, chat shows are doing well. GAA is very busy and with the news of IFTA nominations for KIN, Hidden Assets and Smother. Series III of Smother has started filming in Lahinch. New BBC Schedule will start first week in March and decisions around scheduling of Fair City to be made.

Strategy: RCov advised that the Annual Performance Commitments work has started with Comms Chambers. Looking at new targets and measures. Need to assess and certain matters. The Strategy process is underway with the start of the workshops taking place next Monday.

ACM: AL reported that [REDACTED] working on indepth research on Brand Tracker in order to have objective view. DF thanked AL, SK, ZZ, KB, OO'N for great presentation made to the Audience Council. This was a very positive meeting.

Announcement by Screen Ireland of record breaking figures for Production in 2021.

AOB:

- DF advised that [REDACTED] is working on Strategy for NCO and will be complete by end of March and bring this to the Executive Board.
- AL brought a special CDG application for HN, as this was additional headcount it was not agreed. The matter to be taken offline and a further solution sought.

For information:

- Legal Report
- Commercial Report
- Audience Scorecard

Next Executive Board Meeting Tuesday 1 March @ 8.30am

RTÉ Executive Board	
Date:	Tuesday 1 March @ 8.30am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney, Richard Collins, Paula Mullooly, Geraldine O'Leary
In attendance:	[REDACTED]
1.	<p>Toy Show Live Event R Cov is the driving force behind the LLTS Event and introduced the Team working on the Toy Show Live Event, namely: [REDACTED] [REDACTED] A pre-read had been circulated in advance of this meeting outlining the concept, idea and story. The team went through the detail of the project, planned schedule, and financials involved. This is a very big brand piece for RTÉ and very exciting. Timing is imperative and hoping to go with Ticket sale from mid April. DF thanked all involved in this phenomenal project. Next steps to the Audit and Risk Committee. Communication around this will need to be very carefully managed. Brand will need to be developed and marketing budget etc clarified. Action: There will be a further creative session with the Executive Board when further developments have been gone through.</p>
2.	<p>Minutes and Matters arising: Minutes of Executive Board Meeting of 22nd February were approved.</p>
3.	<p>Reports: <u>News & CA:</u> JW gave an update on Ukraine and movement of Tony Connelly and [REDACTED] Paul Cunningham to go to the Polish Border, Fran McNulty to the Hungarian Border. Safety of our staff is paramount is comes first always. Also to note Eimear Lowe will travel to Afghanistan with [REDACTED], UNICEF. <u>Content:</u> JJ advised it was BAU. <u>ACM:</u> AL advised that we are ahead on share, Adults 25 – 44 and this is mainly driven by Sport. TV and Player performance very good, streams are also up. Sky deal ongoing. AL and RW meeting re: Data Strategy. New Soap schedule to start on March 7th on BBC. Our schedule plans will change the week after that. <u>Operations & Technology:</u> RW advised that there was a 2RN meeting the week previous. Currently look at IP solution. Had some sessions with DH</p>

<p>4.</p> <p>5.</p> <p>6.</p>	<p>re: [REDACTED] Business cases being prepared. Discussions on metadata taking place and how best to manage this. RW and AL working on the Sky contract and the Data project.</p> <p>Strategy: RCov advised of a good 10-year Strategy Session. More work to do.</p> <p>Finance: R Coll advised on the restructuring of ERP and getting the project back on track. Audit nearly complete. Corporate Governance meeting with Dept on Friday. Flash financial results for February will be circulated next week.</p> <p>Commercial: GOL advised no major updates presently. Sponsorship for TV, Radio and Digital all going well. Spot still uncertain. Also impact of the crisis in Ukraine is being monitored. Discussion was had with regard to ancillary revenue and in particular PIC on the LLS. Working on strategy on how to best go forward.</p> <p>Discussion around DWTS and voting nos and also the Six Nations Rugby.</p> <p>Legal: PM advised it is busy at the moment. DPO role interviews taking place. Also working on several programmes.</p> <p>AOB: No items were brought for discussion at this time due to lack of time.</p> <p>Approvals:</p> <ul style="list-style-type: none"> • CDG Report: All were approved apart from queries re: URC position, this was taken offline for more clarity. Midlands Correspondent and Group Accountant for Finance, they were also taken offline and more information to be supplied. <p>For information:</p> <ul style="list-style-type: none"> • Legal Report • Commercial Report • Audience Scorecard <p style="text-align: center;">Next Executive Board Meeting Tuesday 22nd March @ 8am</p>
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RTÉ Executive Board	
Date:	Tuesday 22 March via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Eimear Cusack, Jon Williams, Rory Coveney, Richard Collins, Paula Mullooly, Geraldine O'Leary

1. **Presentation of the 10-year Strategy scenario team's work**
This was a closed session from 8 – 10am. Positive feedback from Executive Board.
2. **Minutes and Matters arising**
Minutes of the meeting of March 1st were agreed.
3. **Sign off on Job families/Champions**
RW/EC noted the Job Families pre-read had been circulated prior to the meeting further to session with Willis Towers Watson. [REDACTED]
[REDACTED] Next phase is prep of the Anchor jobs and description. It was agreed no changes were required at this time and work to start on Anchor jobs, all feedback welcome.
4. **Verbal HR Update**
EC noted that due to rising Covid nos a lot of work going on in both HR and H&S. [REDACTED] to attend Executive Board regarding Roadmap for Covid & Site and what is viable. EC advised on several HR matters. EC to meet each of the Executive Board individually to discuss matters. Eversheds discussions between HR & TUG to start in coming weeks. SCOPE investigation
5. **Reports:**
News & CA: JW gave an update on the current situation regarding Ukraine coverage and plans for after Easter. Nuacht to go out next week. Looking at ways to support Ukrainian people coming to Ireland and the possibility of a 30 minute Ukrainian news from the one remaining Ukrainian channel .
JW advised that further to an audit by Deloitte of the Journalism Trust Initiative, score of 100% has come back. This is a transparency test, and we are the first organisation to receive such a high score. DF and all Executive Members congratulate JW and all in the News Team on such positive news.
Action: DF/JW to discuss the broadcast of Ukrainian News.
ACM: AL advised a lot happening, Audience figures very good. Six Nations did very well in particular for 25 – 44-year-olds and RTÉ2, linear share also very good. LLS St. Patrick's Night 500k audience. Tommy T, DWTS all very good. Player up 38% time spent. Sky negotiations ongoing.
Content: JJ noted the good audience numbers. Six Nations coming to an end and very positive partnership with Virgin Media. GAA bringing in very positive numbers.
Technology & Ops: R Waghorn noted pressure on crew due to upsurge in Covid cases.

6.	<p>Commercial: Business is steady. GOL & DK attending RTÉ Board this week to update. Positive outlook for April budget. Looking at every deal available.</p> <p>Finance: RColl had circulated the RTÉ Board pack to the Executive Board for information. Management Accounts had also been circulated.</p> <p>Legal: Business as usual.</p> <p>AOB:</p> <ul style="list-style-type: none"> DF informed the Executive Board of working with all Ireland Media coalition on an <i>Ireland for Ukraine</i> Charitable initiative. A one stop shop. Working with Community Foundation Ireland on all things corporate governance, website to launch, great reaction. V. Flood Project Managing. Great support from all involved and very positive. Update next week at the Executive Board. Some People Resource issues have arisen due to rising Covid nos. DF/EC/JJ/AL to meet to discuss this. <p>For information: Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday 29th March @ 9am	
RTÉ Executive Board	
Date:	Tuesday 29 March @ 8.30am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Eimear Cusack, Rory Coveney, Paula Mullooly, Geraldine O'Leary
Apologies:	Jon Williams, Richard Collins,
In attendance:	[REDACTED]

1.	<p>Additional headcount TV BCOs (paper distributed) ██████████ who manages the BCO Panel, was in attendance and had distributed a paper in advance giving context. Due to unexpected resignations, retirements coming up and general movement along with pressure to support various Sports events (i.e GAA, Horse racing, Women's Euros) etc we require support. Request for 2 additional headcount until the year end and hope to reduce back down by then. Confident to manage within headcount. Also EC to look at the intern model and see if anything can be done to support. Agreement was given to go ahead with the proposal to manage it within budget and headcount as proposed.</p>
2.	<p>Covid & Site roadmap (verbal) TB and CB were in attendance and shared slides regarding Covid and Site roadmap going forward. It was agreed that due to the increase in Covid numbers and the current climate of uncertainty the Hybrid Working return date of 19th April be deferred and have a phased Hybrid where possible rather than a fixed date. More thought to be given to this EC advised this to be taken offline for final decision. Staff Communication to be prepared and circulated to staff in this regard for Thursday.</p>
3.	<p>Ireland for Ukraine: DF advised of the coming together of Irish Media in the setting up of a Campaign Ireland for Ukraine. This being driven by RTÉ and Virgin Media with V Flood project managing. Community Foundation Ireland the holders of the fund and looking after governance etc. 50:50 with 50% going to 4 Charities Trócaire, Concern, Red Cross & Unicef and 50% to Welcome fund with help being given to on the ground issues. Launch to go live next week. J Hoban working on Branding. Great support from all the Media groups with Stripe, Revolut and We are Serveless on board also. Promotion to run across all platforms. DF to keep the Executive Board up to date on developments.</p>
4.	
5.	<p>Minutes and Matters arising Minutes of the meeting of March 22nd were agreed.</p>
	<p>Reports: Commercial: GOL advised that Revenue is steady at the moment, nearly at budget for April and a good deal in already for May. ACM: AL advised Audiences good for March.</p>
6.	<p>Technology & Ops: RW advised of current Security concerns across 14 locations and noted the vigilance of all.</p>

7.	<p>Approvals: CDG Report: All approved as per CDG Report.</p>
8.	<p>AOB:</p> <ul style="list-style-type: none"> • DF noted thanks to Radio 1 staff, due to rising Covid numbers staff really pulled together. <p>For information: Commercial Report Audience Scorecard Legal Report</p>
<p>Next Executive Board Meeting Tuesday 5th April @ 9am</p>	

RTÉ Executive Board	
Date:	Tuesday 5 April @9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Eimear Cusack, Rory Coveney, Jon Williams, Paula Mullooly,
Apologies:	Geraldine O'Leary
In attendance:	Richard Collins, ██████████

1.	<p>Marketing campaign JH advised of a new Marketing campaign coming up in the coming weeks, this was worked on in house and will go live in about 9 days time and run May/June, this in line with Media plan and a reminder to our audience of RTÉ's value for money and RTÉ licence being value for money. JH/LB/JK have been working on a TV campaign and have update which they will bring to Executive Board in a few weeks. DF noted thanks to JH and Team for this inhouse work.</p>
2.	<p>Minutes and Matters arising Minutes of the meeting of March 29th were agreed.</p>
3.	<p>Reports: <u>HR:</u> EC gave an update on Covid numbers. Note sent out to all staff on Friday updating on pushing the Hybrid Working plan out due to this. <u>News & CA:</u> JW advised there will be an announcement regarding JTI on Thursday and the very good results of Auditor review. Appointment the London correspondent is imminent. JW noted the Climb with Charlie and the huge public support of Charlie and response to RTÉ. JW advised of future Ukraine reporting plan over Easter and plans for Eimear Lowe to travel plus a Primetime reporter this to cover both areas. RTÉ will cover across all platforms President Zelensky's address to Dáil Éireann.</p>
4.	<p><u>Content:</u> JJ advised the RnaG 50th Anniversary celebrations went off very well over the weekend. This was a major production with the NCO travelling down to Connemara and various artists taking part. A great night and great show and more to come during the year. A new Group Head of Entertainment will be announced in coming weeks. Keith Barry show started on Saturday night, this was well received.</p>
5.	<p><u>ACM:</u> AL advised KB figures did well on Saturday night with 23.5% share. Looking at suitability of this particular time slot. New appointment of</p>
6.	<p>[REDACTED] There was stiff competition of 80 people and it is a great appointment and very well received by all. March share across channels in peak RTÉ1 ahead, and RTÉ2 also ahead. Sky travelling over next week to meet regarding the deal being negotiated.</p>
7.	<p>[REDACTED] to come go the Executive Board re: Strategy paper for the Player, and from hereon in Aoife will give regular updates to the Executive Board.</p>
8.	<p>Commercial: [REDACTED] [REDACTED] [REDACTED]</p>

	<p>April is coming in and looking good so far. Looking at sponsors for World Cup, also looking at Women's National Irish team and further discussion required here.</p> <p><u>Technology & Ops</u>: RW advised that working on strategy for the summer, numbers and wishlist. RW to upate RColl on this on return.</p> <p><u>Legal</u>: PM advised BAU</p> <p><u>Strategy</u>: RCoV advised that the Strategy Groups are working hard and very engaged. Toy Show event proposal was presented to the RTÉ Board on Monday and very well received.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF advised on Ireland for Ukraine media campaign which was launched this morning with advertising across all media from early. Government have donated €5m. <p>Approval:</p> <ul style="list-style-type: none"> • A196 - Studio Four floor: This A196 was approved by the Executive Board.
Next Executive Board Meeting Tuesday 12th April @ 9am	

RTÉ Executive Board	
Date:	Tuesday 12 April @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Eimear Cusack, Rory Coveney, Jon Williams, Paula Mullooly,
Apologies:	Geraldine O'Leary
In attendance:	Richard Collins. [REDACTED]

1.	<p>Minutes and Matters arising The Minutes of meeting of 5th April were approved.</p>
2.	<p>Graphic Design resource: RMcD was in attendance to present a paper (which had been pre-circulated) with regard to headcount challenge with the Design area, Graphic and Production. RMcD presented the various challenges. The requirement is two full time staff. The Executive Board agreed to this proposal. RMcD left the meeting.</p>
3.	<p>Further discussion amongst the Executive Board members was had regarding resource requirements in several areas. Action: EC to look at resources across the board at the various areas and review.</p>
4.	<p>The Player Strategy: AB joined the Executive Board meeting and an integrated paper on the Player and Business Case had been pre-circulated. AB went through the paper and noted that RTÉ needs to be integrated into the various platforms, this is an ongoing piece of work due to changing environment and changes to how audiences consume content. Much discussion was had in this regard. Action: Discussion to be had with CFO on return to the office with regard to Resources and Investing in the future and requirements.</p>
5.	<p>Official Languages Amendment Act 2021: PM advised the Executive Board of the 2021 Amendment to the Official Languages Act and in particular the Irish Language and new standards to be enacted within three years. Implications regarding recruitment, advertising and general communication. Body to be put in place reporting to the Minister.</p>
6.	<p>Board matters: PM advised of a new RTÉ Board member Jonathan Ruane and will be setting up an Induction with each of the Exec members. JR will also join as Chair of ARC in time.</p>
7.	<p>Reports: Commercial: GOL noted the Team working with [REDACTED] of Decipher with regard to different ways of bringing revenue stream in and optimising where possible.</p>
	<p>Approvals:</p>

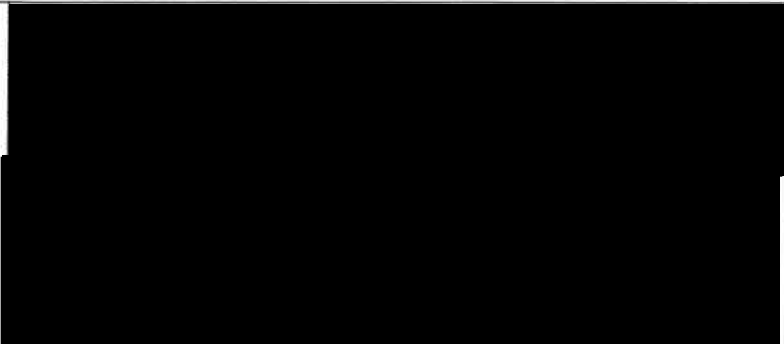
8.	<p>CDG Report: A query around one contract within Content – further information required offline.</p> <p>A196s: 2RN Saorview Headend 2RN Saorview Tx and Monitoring 2RN Test Equipment Morpheus Serial Automation Replacement Off Tubes Stage 1 Capital Expenditure</p> <p>All of the A196s above were approved to go forward by Executive Board.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF noted that Secretary General at the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, Katherine Licken will meet with DG onsite today. <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday 19th April @ 9am	
RTÉ Executive Board	
Date:	Tuesday 19 April @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Geraldine O'Leary, Richard Collins,
Apologies:	Eimear Cusack,

1.	<p>Minutes and Matters arising The Minutes of meeting of 12th April were approved.</p>
2.	<p>Reports: DF noted that a Resource meeting is planned to include CFO and several of the Executive Board members next week. Meeting to be in person.</p> <p>News and CA: JW updated on the current plans in place for covering the war in Ukraine with Eimear Lowe, John Cunningham and Mark Ronaghan going over on Sunday 25th April which is Easter Sunday. There will be a team of 6 in total. JW to keep updating on this. New London Correspondent has been appointed, John Kilrane.</p> <p>ACM/Content: DG asked AL and JJ for an update on what is coming up in coming months. GAA is back until July with an earlier start of season. June/July expected be busy. JJ advised New Music Show on Friday nights in July. September there will be launch of new Season. Plans for Womens Euros afoot. Head of Entertainment starting next week, Alan Tyler. AL advised SKY negotiations ongoing.</p> <p>Commercial: GOL advised that April is on target, with Radio well ahead. May slow so far. Work to be put into PIC and meetings planned to put together an action plan.</p> <p>Technology & Operations: RW advised that Studios 3, 4 and 5 need refreshing after 10 years. Studio 2 will be used whilst this work takes place. Channel Management project to go live in June on linear and VOD. Progressing well. Work on RW3 and S71 has progressed with new screens, carpets, and desk in control room. Technical fit out of S71. 2RN meeting next week. [REDACTED]</p> <p>[REDACTED] Further discussions with Fair City and resource planning around Euros/Christmas planning. TB and Team undertaking a site Audit of Donnybrook. Discussion around Social Media tool which had been discussed a few weeks back took place. This tool is necessary and agreed to split costs across three areas (ACM/News & CA/Content). RW advised that the right model will need to be confirmed. A196 to be prepared and the business case pre tender.</p> <p>Strategy: RCov advised that the Strategy work is ongoing with the various strands being pulled together and hope to have this by end of May. Teams are heavily engaged. RCov noted that the new Social media tool will be</p>
3.	
4.	

	<p>very important and essential for engaging with the Social media strategy for young people.</p> <p>Legal: PM advised on various Legal matters ongoing and coming up.</p> <p>AOB:</p> <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday 26th April @ 9am	

RTÉ Executive Board	
Date:	Tuesday 26 April @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Geraldine O'Leary, Richard Collins, Eimear Cusack,
In attendance:	██████████

1.



2.

Minutes and Matters arising

3.

The Minutes of meeting of 19th April were approved.

AOB:

- RColl gave an overview of Finance Report/Q1 Forecast to be presented to the RTÉ Board on Thursday 28th April.
- EC advised that a Covid transition plan to be given at the next Executive Board. Update on the Interns starting. Looking at 4 more Interns.
- AL advised the SKY deal negotiations ongoing. Brand Architecture: publishing expressions of interest, good feedback. Strategy work on Digital projects ongoing.
- JW gave an update on Ukraine reporting and plans. DN, Managing Editor News & CA, moving to a new role and PMcG stepping up until this role replaced.
- PM gave a Legal updated.
- RCov advised of the Online Harm and Safety Bill.

4.

5.

CDG Report:

- No queries – all approved.

For information:

Commercial Report

Audience Scorecard

Next Executive Board Meeting Tuesday 10th May @ 9am

RTÉ Executive Board	
Date:	Tuesday 10 May @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Geraldine O'Leary, Richard Collins, Eimear Cusack,
1.	<p>Minutes and Matters arising The Minutes of meeting of 26th April were approved.</p>
2.	<p>Covid update – next steps (pre-read) EC had circulated a pre-read with proposed suggestion Transitional Covid 19 Protocol. There are two separate pieces of work i) Covid Transitional protocol and ii) Hybrid return to work. Suggestion is that the two-metre social distancing goes and what was obligatory mask wearing now becomes personal choice and is no longer obligatory. Antigen tests every second day and for visitors coming onsite no longer required but Visitor onsite form still required. Physical barriers to remain in place and hand sanitisers. Risk assessments when required. These protocol in place before Hybrid working comes into place officially. TB/EH and CB to attend Executive Board meeting next week to give more detailed plans. Discussion was had with regard to meetings onsite and room capacity etc and when booking rooms, the capacity to be included. There is already information on the HUB in this regard. Communication to be prepared to circulate to staff later in the week outlining up to date information.</p>
3.	<p>FOI discussion – verbal PM advised R Dowling had made some suggestions on internal FOI matters. This matter was discussed and PM to give feedback to R Dowling regarding same.</p>
4.	<p>Reports: Finance: RColl advised the Finance flash report for April was circulated to the Executive Board day previous. RColl gave a brief update on Budget and Licence fee. Mike Fives has been appointed as Chief Financial Controller replacing Fiona O'Shea. Hoping Head of Procurement to be appointed in the coming weeks.</p> <p>Commercial: GOL advised that Revenue for May was slow. [REDACTED] markets are down. Looking at options for PIC.</p>

Content: JJ advised LLS coming to end of Season. Lot of Factual programming starting with The Lighthouses and Maeve Binchy Doc. Alan Tyler has joined RTÉ as new Head of Entertainment.

News & CA: JW noted thanks to all involved in the NI Elections last week and particularly Vincent Kearney and Conor Macauley for all the work put in and vast knowledge. JW gave an update on Eimer Lowe recent trip to Ukraine. JW thanked PM and legal for assistance given.

ACM: AL gave an update on SKY negotiation status. Published Architecture Expressions of Interest. [REDACTED] Meeting of the Audio App Group next week. Attending RTÉ Board with Digital Roadmap in May and June and in particular [REDACTED] through of the projects.

Operations & Technology: RWag advised that a paper on the Fair City planning to accommodate the World Cup to come back to Executive Board in coming weeks. [REDACTED]

5. **Strategy:** RCov advised of the possibility of an Executive Board Away Day in June. [REDACTED] looking at dates. Public Service Statement to the Department this week and Commitments 2022 going to the BAI this week. Letter regarding Prominence gone to the Department regarding suggested changes to legislation. Toy Show Musical will be announced on LLS on Friday. Song will be recorded and released. Tickets to go on Sale Thursday week.

Legal: PM advised of recent Legal matters.

6. **AOB:**

- DF advised of recent meeting with Minister Eamonn Ryan.
- [REDACTED] to attend Executive Board next Tuesday 17th for an update on Channel 4.

7. **CDG Report:**

- EC advised it was RW last CDG Board Meeting and thanked him for all his work and dedication. EC advised of looking a new format for this meeting.

	<ul style="list-style-type: none"> • A few queries to be taken offline requiring more information – all approved. <p>For information:</p> <ul style="list-style-type: none"> • Commercial Report • Audience Scorecard • Legal Reports
Next Executive Board Meeting Tuesday 17th May @ 9am	

RTÉ Executive Board	
Date:	Tuesday 17 May @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Richard Collins, Eimear Cusack, Geraldine O'Leary,
Apologies:	
In attendance:	██████████ ██████████ ██████████
1.	Minutes and Matters arising The Minutes of meeting of 10 th May were approved.
2.	9.30am - Channel 4 discussion with ██████████ ██████████ joined the Executive Board and gave an overview of Channel 4 ongoing business matters.
3.	10:30am - Next phase plans/Covid: ██████████ joined the meeting to give an overview as to the situation we are in now. TB wanted to thank ██████████ for all the work he and his take have undertaken over the last two years. EH explained that there will be two phases to the work ahead, Phase I) Return to work and Phase II Implementation of the Hybrid Working plan. EH had met with all the senior Managers and had agreed a schedule to complete work in the various areas. This to be agreed week of 16 th May, Radio Centre work to start 23 rd May and Newsroom on 30 th May. Stage 7 starting 20 th June. Phase II the Hybrid Working plan will be about collaborative spaces, shared workspace. This to look at overall accommodation and how we can evolve. EH asked that the Directors finalise divisions accommodation plans with Teams. EC noted that we all need to support EH and Team to get all the requirements and plans in place. JW and JJ noted thank you to EH and Teams and thanked him for all the work and support to get us to this place.

	<p>CB noted that the objective is to move around the workspace and the Campus and that we will have the flexibility to adopt different styles of working.</p> <p>DF noted thank you to [REDACTED] for the amazing work over the past two years and keeping everything running so well.</p> <p>4.</p> <p>Reports:</p> <p>HR: EC advised that the new protocols were in place since Friday 13th with no masks, signage taken down and 2 metre distance no longer in place. Ongoing discussions with TUG and next meeting on 26th May.</p> <p>Finance: RColl advised of a new Taxi system in place through an APP starting in June. Taxi Vouchers will no longer be in use. This is moving to a new modern digital system. Communication around this to be managed and follow up conversation to be had by RColl/JW/JJ offline. RColl advised of new appointment to the role of Head of Procurement. TV Licence sales have improved.</p> <p>Content: JJ advised business as usual. Strategy Group work very engaged. Alan Tyler has taken up the role of Head of Entertainment and this has been very well received. Two Late Late Shows left for this season. Friday night's show will mark 100 years of FAI and will have President Michael D Higgins on speaking about Macnamh.</p> <p>News & CA: JW advised he along with EC to present the findings of the D&R temperature check tomorrow.</p> <p>ACM: AL gave an updated on various projects. [REDACTED]</p> <p>[REDACTED] Strategy work on All Audience meeting this afternoon. Hoping to close off deal with SKY by end of week. Presenting to the RTE Board at the May and June Board meetings regarding the Digital Projects and Resources. AL to bring the Digital presentation to the Executive Board next week.</p> <p>Operations & Technology: RW noted all business matters going well. Strategy: RCov advised that Toy Show the Musical was launching and ticket to go on sale on Friday 19th May. DF noted the huge amount of work gone into this by RCov. Cast being announced this week.</p> <p>Legal: PM gave an update on Leal matters.</p>
<p>5.</p>	<p>AOB:</p> <ul style="list-style-type: none"> DF brought up the subject of the Weekly Covid Editorial call and whether this should remain – JW/JJ and EC were very favourably in agreement this should remain. DF to mention this on the call tomorrow.
<p>6.</p>	<p>For approval – A196s x 2:</p> <ul style="list-style-type: none"> Radio 1 replacement Vehicles – approved by Executive Board.

7.	<ul style="list-style-type: none"> • Limerick Studio renewal – approved by Executive Board. <p>For information: Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday 24th May @ 9am	

RTÉ Executive Board	
Date:	Tuesday 24 May @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Richard Collins, Eimear Cusack,
Apologies:	Geraldine O'Leary,
In attendance:	[REDACTED]
1.	<p>Minutes and Matters arising The Minutes of meeting of 10th May were approved.</p>
2.	<p>Learning and Development update EC welcomed KB and NL from RTÉ Learn. EC felt it was good for Executive Board to see the work which has been done and to see what is coming up and planned by RTÉ Learn. KB and NL noted RTÉ Learn unit has been in place 4 years and wanted to give an outline of Strategy plans and learning infostructure, outlining what's available onsite, bespoke RTÉ Team Learning, the Design building and hosting of our own eLearning, online infrastructure available on SharePoint. NL recently received a diploma in Enhanced Learning. KB outlined the various Funding partnerships we are currently working with from Screen Skillnet, Gréasán na Meán/Skillnet and the Training partnerships. Also what is available on the RTÉ Learn Sharepoint site. PM thanked KB and NL DF thanked both KB and NL for hugely impressive work which has been done but also in development and huge credit was due. PM for legal training put in place at the beginning of Covid and noted this had been transformative. JW asked that KB and NL come and speak at the News Leadership Group to update. DF asked KB and NL what the Executive Board could do to support and make staff more aware of the huge amount available to staff.</p> <p>Action:</p> <ul style="list-style-type: none"> • DF and Executive Board members to take this offline and to see what can be done to amplify and highlight what RTÉ Learn has to offer. • DF/EC to look at Diversity Creative Content

3.	<ul style="list-style-type: none"> DF to look at Mentorship to staff and how best to offer such an internal asset.
4.	<p>Digital Roadmap RW/AL presented the paper re: Digital Roadmap being sent to the RTÉ Board on Thursday 27th May. This to help build capabilities and competencies. RW/AL went through the various projects and</p> <p>Action:</p> <ul style="list-style-type: none"> DF asked that there be an update once a month on Digital Roadmap.
5.	<p>Finance update: RColl gave an update on the paper sent in advance of the RTÉ Board meeting on Thursday. Key messages involved. Plans for re-forecast in June.</p> <p>ACM/Content: At DG's request, instead of Reports Agenda Item 5, AL gave an update on the schedule due to a lot of new programming coming up. Conversations with Friends has started, Hosptial Live going out for 3 nights @ 7pm with Philip Boucher-Hayes and Anna Daly, Zoo Life starting in June. Change in Fair City schedule second week in June. Fair City to air Sunday, Tuesday at 8pm, Thursday @ 8.30pm and Friday @ 7.30pm. Documentaries on Charlie Bird, Saipan and Baz and Nancy coming up. New Friday night Music programme in July presented by Erica Coady. New Drama Harry Wilde starring Jane Seymour. Cork Summer, RTÉ One Sundays @ 6.30pm to focus on Climate etc. Womens Euros take place in July and URC wrapping up in June. JJ noted that tow Irish teams got through to the the World Cup Womens Championship so that will bring excitement for those games in September. The Dry also to air in September/October, this promising to be very good.</p>
6.	<p>CDG:</p> <ul style="list-style-type: none"> EC noted Three Digital roles were held back due to lack of clarity and information. This conversation to go offline.
7.	<p>AOB:</p> <ul style="list-style-type: none"> DF brought up the subject of Pride and if RTÉ will take part and it was a unanimous yes by all Executive Board members.
	<p>For information:</p> <p>Legal Report Commercial Report Audience Scorecard</p>

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Next Executive Board Meeting Wednesday 1st June @ 8.30am

RTÉ Executive Board

Date:	Wednesday 1 st June @ 8.30am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Richard Collins, Eimear Cusack,
Apologies:	Geraldine O'Leary,
In attendance:	Vivienne Flood, [REDACTED]

1. **Toy Show Appeal update with Community Foundation Ireland**
VF introduced [REDACTED] from Community Foundation, who she said were the unsung heroes related to the success of the Toy Show Appeal. CFI are the Charity partner working with RTÉ and the governing body behind the distribution of the grants allocated from the Toy Show Appeal funds. DC went through the various categories of grants and impacts they have made to the charities involved. Next grant announcement expected middle of June. R Cov thanked CFI and noted that the Toy Show Appeal is now the largest philanthropic fund for children in Ireland. DF noted thank you to CFI and the fact it has brought such credibility to the project and integrity of the Toy Show Appeal. DF also noted the huge amount of work VF has put in to steering this project to where it is. DF also noted that CFI will present a session with Content Group in coming weeks on how best to tell this story.
2. **Minutes and Matters arising**
The Minutes of meeting of 24th May were approved.
3. **Reports:**
HR: EC noted a communication to go out next week with regard to the Hybrid Working plan. Recent meeting with TUG. Update on Covid numbers within the organisation, which have gone down.
ACM: AL noted SKY negotiations are intensifying. Fair City schedule changes are happening as reported. Hybrid Working meeting within ACM. Finishing up the Strategy body of work.
Strategy: R Cov advised the 2 groups were meeting with Executive Board in coming weeks to provide feedback. Also noted that the suggested amendments by RTÉ & TG4 to Prominence will be included in new Bill, hopefully this will go through at reporting stage by end of Q3/Q4
Content: JJ noted that various end of Seasons have taken place i.e LLS. New Music Show on Friday nights. Soccer next week. GAA games ongoing. Focus now on Autumn. Closing date for Producer competition next week.
News & CA: JW reported great news on the RTÉ Tictok front, we now have 100,000 followers. This is very important and speaks to a very different audience. Talks with Minister ongoing with regard to the safety of Journalists, plans in place with Dept, Gardai and Minister very supportive.
Operations and Technology: RW noted that plans are in place for World Cup and [REDACTED] to come to the Executive Board meeting to present. Change Management project progressing. Remote production has gone live and will enable staff to edit in browser anywhere in the world in the Cloud. Training took place yesterday and initially working in Sports, roll out to News next. Genre work progressing. Also working on Tag identifiers. Audience facing Genres - paper will be brought to Exec to review. RW circulated a paper to the Executive Board members regarding Technology Strategy.

<p>4.</p> <p>5.</p>	<p>Finance: R Coll noted that work is being done on the Five year Finances forecast to feed in to the Strategy. ERP Contract coming to conclusion. Retender of Digital Archive tender took place. Change in taxi booking system was communicated. Legal: PM gave an update on legal matters.</p> <p>Approvals – A196s:</p> <ul style="list-style-type: none"> • Additional Computers/Laptops – approved. • Site work/Security Review – approved. • Social Media Publishing tools – approved. <p>For information: Legal Report Commercial Report Audience Scorecard</p>
<p>Next Executive Board Meeting Wednesday 14th June @ 9am</p>	

<p>RTÉ Executive Board</p>	
<p>Date:</p>	<p>Tuesday 14th June @ 9am via Teams</p>
<p>Participants:</p>	<p>Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Richard Collins, Eimear Cusack, Geraldine O'Leary,</p>
<p>In attendance:</p>	<p>██████████</p>

1.	Minutes and Matters arising
2.	<p><u>RTÉ Operations World Cup Impacts Autumn 2022</u></p> <p>BNiR was in attendance to go through a paper already circulated. BNiR had attended Executive Board in February to set out initial mitigation around the World Cup numbers and further discussion and planning has taken place with the various areas and a plan has been set out for November/December with the help of centralised rostering and working genre by genre. Fair City require huge resources so there is aa plan to record EFP episodes only on weeks 48 & 59. Planning around Tommy Tiernan, Angela Scanlon prerecord earlier and inserts for Late Late Toy Show early November. All the areas News & CA, Factual, Religious and Arts to Sports all factored in to planning. But no capacity for extra editing. Most important the messaging goes out now to all Programming that Autumn will be very busy and plans to be made now where possible. BNiR noted reminders of this messaging would be very helpful as planning is key. DF thanked RW and BNiR for all the work put in to planning.</p>
3.	<p>Action: JJ/JW/AL to talk to teams and advise of planning around World Cup and any requirements to be planned now.</p>
4.	<p><u>Business case for extension of LMS contractor</u></p> <p>EC had circulated a paper regarding the extension of LMS Contractor and this was approved by the Executive Board.</p> <p>Reports:</p> <p>HR: EC advised of current Covid nos. EC advised that [REDACTED] has organised a Media Production Course to take place over 3 months with 6 people coming in early September. The group will have no training in advance. This will involve 3 weeks training and 3 weeks placement. It is a big commitment as it is the first of it's kind. ZZ to talk to the various areas and speak to those on the ground and to revert with feedback. This feedback to come back to Executive Board for final sign off.</p> <p>Commercial: GOL gave an update on Commercial for May and June. Industry in general struggling with [REDACTED] impacted all over the world. Working on reforecast. GOL advised of some good news Renault will sponsor LLS again next year.</p> <p>Finance: RColl advised reforecasting work is being done at present with submissions to be in to Finance in the next couple of days. Reforecast to be ready mid week next week. R Coll advised we need to keep a close eye on costs with particular attention to travel.</p>

<p>5.</p> <p>6.</p>	<p>Content: JJ a lot of GAA Sport happening and GAAGO is flying. We have the World Cup in the Autumn. New Music Programme in Studio. Charlie Bird Doc aired last night.</p> <p>ACM: AL advised the SKY negotiations ongoing with an all day meeting on Friday 24th SKY/RTÉ. Strategy work finishing this week. [REDACTED]</p> <p>Action: AL to work on a paper with input from RW/BNiR/GOL and bring this back for decision going forward.</p> <p>News & CA: JW advised that the Reuters Global Digital Report to be released tomorrow at 10am. JW to go to Belfast to thank the Team for all the work put into the recent NI Elections. Claire Byrne live finished on Monday of last week and team currently on holiday. Looking at options on this slot with studio audience an integral part. [REDACTED] and Team working on this.</p> <p>Operations & Technology: All going well with nothing new to report.</p> <p>Strategy: RCov advised Strategy work completing with presentation to the Executive Board next week.</p> <p>Legal: PM advised on various Legal matters.</p> <p>AOB:</p> <ul style="list-style-type: none"> • Nothing under this Agenda item to report at this time <p>For information: Legal Report Commercial Report Audience Scorecard</p>
<p>Next Executive Board Meeting Tuesday 5 July @ 9am</p>	


<p>RTÉ Executive Board</p>	
<p>Date:</p>	<p>Wednesday 6th July @ 9-10am via Teams</p>
<p>Participants:</p>	<p>Dee Forbes (Chair), Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Richard Collins, Eimear Cusack, Geraldine O'Leary,</p>
<p>Apologies:</p>	<p>Jim Jennings</p>

1.	Minutes and Matters arising: Minutes of meeting of 14 June were read and approved.
2.	Budget reforecast: R Coll had precirculated a document prepared for the RTÉ Board and gave an update on this with particular attention to the Q2 forecast. [REDACTED]
3.	[REDACTED] in particular is uncertain. Vacancies to be looked at one by one and analysed.
4.	Strategy next steps: RCov noted Strategy document had been circulated to the Executive Board outlining the key decisions. More work to be done but the actions are clear, need clarity to come in order to progress.
5.	Official Languages (Amendment) Act 2021: Due to short meeting time this item was not addressed and will be covered at next Executive Board.
	AOB: <ul style="list-style-type: none"> • <u>Covid update:</u> EC gave an update on current Covid numbers. Planning going forward for Autumn and meeting to be put in place for DF/EC/CB/TB, following this regroup with Executive Board. EC suggested a Risk Analysis of every area to be done.
	For information: Legal Report Commercial Report Audience Scorecard
Next Executive Board Meeting Tuesday 12 July @ 9am	

RTÉ Executive Board	
Date:	Wednesday 12 July July @ 9am via Teams
Participants:	Dee Forbes (Chair), Adrian Lynch, Richard Waghorn, Rory Coveney, Jon Williams, Paula Mullooly, Richard Collins, Eimear Cusack, Geraldine O'Leary,
Apologies:	Jim Jennings

1.	Minutes and Matters arising: Minutes of meeting of 5 July were read and approved.
2.	<p>Official Languages (Amendment) Act 2021: PM had previously circulated a paper in this regard. Further to recent correspondence from the Dept in this regard, this amendment to the Act will come into place on 10th Oct. Seminars have been organised and staff across all areas of RTÉ will attend. This change to the Act will have implications across all the organisation from recruitment, tendering process, advertising and promos. Clarification needed and hoping the seminars will bring this.</p> <p>Actions:</p> <ul style="list-style-type: none"> • RW suggested a Cross Divisional Project on this should be set up with a Project Lead. • DF/RW to discuss the right person for this position. • PM suggested an idea to have An Coimisinéir Teanga come in to RTÉ to talk/advise on the Act after the Seminars.
3.	<p>Reports:</p> <p><u>HR:</u> EC gave an update on current Covid numbers which have reduced. EC/CB/TB met regarding transition protocols and will keep close watch. Risk assessment will be done of Q4 with particular attention to Production services.</p> <p><u>ACM:</u> AL gave an update on Sky deal which is hoped to close this week and sign on Thursday. Thanks to RW, BC, CS and DK for all help on this. R.Cov noted well done to AL and all involved.</p> <p><u>Commercial:</u> GOL noted that she along with AL will go out to top Advertising Agencies this week.</p> <p><u>Strategy:</u> R Cov advised on ticket sales update for Toy Show Musical.</p>
4.	<p>AOB:</p> <ul style="list-style-type: none"> • Future of Media Commission Report has gone to Cabinet today and Press Conference at 12noon.
5.	<p>For information:</p> <p>Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday 19 July @ 9am	

RTÉ Executive Board	
Date:	Tuesday 19 th July @ 9am via Teams

Participants:	Dee Forbes (Chair), Adrian Lynch, Jon Williams, Paula Mullooly, Eimear Cusack, Geraldine O'Leary, Jim Jennings
Apologies:	Richard Collins,
	DF opened the meeting by noting it was Jon Williams last Executive Board meeting as he will finish with RTÉ at end of the week. Thank you to Jon for all the work put in to News and Current Affairs and to the Executive Board over the years and thank you from Executive Board. JW thanked the members of Executive Board and noted it had been a pleasure to work with a great team.
1.	Minutes and Matters arising: Minutes of meeting of 12 July were read and approved.
2.	Optimising RTÉ's content metadata 
3.	Open Data and RTÉ (for information/comment) PM had brought a paper to Executive Board for information and consideration regarding Open Data. Open Data is about making data held by public bodies available and easily accessible online for reuse and redistribution. This initiative is being brought forward by the Government. This will need further consideration and discussion before decision is made. Action: PM to advise RDowling that further time is required to review and analyse this fully.

4.	<p>Official Languages (Amendment) Act update: PM gave an update on the Official Languages Amendment Act and is due to have an update with a Department official by end of week.</p>
5.	<p>Reports: <u>Commercial:</u> GOL gave an update on Revenue. Waiting on September AB. Climate still very shaky and out on the road with AL on Thursday to various Agencies to have an update on what is coming up. Radio back on track. <u>Content:</u> <u>HR:</u> EC advised Covid numbers have decreased. Continuing with risk based assessments and being managed locally. EC to give an update on SCOPE to the Executive Board in September. Letters to be issued to staff regarding Hybrid Working in next two weeks. Work with Willis Towers Watson ongoing. <u>ACM:</u> [REDACTED] [REDACTED] Meeting this coming Friday again. New Autumn schedule very important and varied, campaigns around this to start. Plans for Autumn schedule launch on August 24th offsite, there will be a Young Peoples reel and focus on Doc and Drama also. RTE 60 Ads going out now and being well received. [REDACTED] have put great work into this. <u>Content:</u> All Ireland football final on Sunday this will bring GAA season to an end. <u>Operations & Technology:</u> Nothing to add. <u>Strategy:</u> RCov advised on postponement of Strategy sessions with Executive Board. Preparing letter to Minister Martin re: FOMC.</p>
6.	<p><u>Legal:</u> Nothing</p>
7.	<p>Approvals:</p> <ul style="list-style-type: none"> • CDG: EC noted that ACM Event Coordinator contract be taken offline to discuss with AL. RW had put forward Competition for First Line Response Supervisor for contract for 12 months, RW put the case forward and rationale – agreed 12 month contract. Additional Broadcast Engineer contract more information required – to be discussed EC/RW. <p>AOB:</p> <ul style="list-style-type: none"> • DF noted it had been a very busy time with the release of the Annual Report and the Future of Media Commission Report.

	For information: Legal Report Commercial Report Audience Scorecard
Next Executive Board Meeting Tuesday 26 July @ 9am	

RTÉ Executive Board	
Date:	Tuesday 26th July @ 9am via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Eimear Cusack, Geraldine O'Leary, Deirdre McCarthy
Apologies:	Richard Waghorn, Rory Coveney, Paula Mullooly, Richard Collins
1.	Minutes and Matters arising: Minutes of meeting of 19 July were read and approved.
2.	<p>Reports:</p> <p><u>HR:</u> EC gave an update on current Covid numbers which have reduced. Hybrid working is being staggered area by area and we will adapt according to requested protocol. Colm Byrne meeting the Covid reps and keeping up to date.</p> <p>EC to give an update to the Executive Board on SCOPE. EC to update DMcC on current SCOPE situation. Willis Towers Watson has completed the Job Families work and will update and present to the Executive Board on 20th September.</p> <p><u>ACM:</u> AL gave an update on Sky and launch of SKY glass. RTÉ player will be available on this from tomorrow. PR launch end August. AL to debrief DMcC on this. All Ireland share same as last year. AL gave an update from members of his teams who attended the the Irish Language Workshop. Much clarity needed. DF/JJ have discussed possible PM to look after the new Irish Language amendment Act coming in to play. AL gave an update on Brand Architecture and the tender process has been narrowed down by JH.</p> <p><u>Content:</u> JJ very happy with recent All Ireland a great job by all. Summer Show coming to an end JJ/AL to discuss options going forward. JNLR results coming this Wednesday.</p> <p><u>Commercial:</u> GOL advised 76% AB for September. August quiet so far for TV. Radio and Digital good. GOL and AL went out and met Agencies last week.</p> <p><u>News & CA:</u> DMcC gave an update on the recent TG4/Protocol meeting and the negotiation. DMcC presented the new News & CA structure and</p>

3	new Leadership Team. [REDACTED]
4.	<p>[REDACTED]</p> <p>Discussion was had about the New Studios, very happy but one or two tweaks regarding noise to be made. RW across this.</p> <p>AOB: Due to time constraints we did not get to AOB.</p> <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting August 23rd @ 9am	

RTÉ Executive Board	
Date:	Tuesday 23 rd August @ 9am via Teams
Participants:	Jim Jennings (Chair), Adrian Lynch, Geraldine O'Leary, Deirdre McCarthy, Richard Waghorn, Rory Coveney,
Apologies:	Dee Forbes Eimear Cusack, Paula Mullooly, Richard Collins


1.	Minutes and Matters arising: Minutes of meeting of 26 July were read and approved.
2.	Technology Strategy update: This item was deferred for a few weeks due to several members being on holiday.
3.	<p>Reports:</p> <p>ACM: AL gave an overview of what to expected at RTE's New Season Launch on Thursday 25th. There will be reels and panels across Drama, Sport, YPP, News, Light Entertainment, Natural History and Factual. We will have 58 member of Talent there and expect a good turn out. Event to be live streamed also. Commercial will host lunch for clients afterwards. AL gve a brief Audience Insights update and noted that PL and Team had worked on a new video dashboard which can measure 7 day view on total hours watched across Player, PVR, Live. This is a great tool and when ready will share with the Executive. SKY moving along, testing Sky and Sky Glass launching here in Ireland. Virgin 4 to Launch next Monday.</p> <p>Content: JJ noted that things were progressing with the News Channel. JJ/RCov/ GOL to meet re: [REDACTED] More work needed re: model, pricing and revenue. RW to bring paper on News Channel to the Executive Board.</p> <p>Operations & Technology: RW noted that Saorview will include Virign Media 4 next month. Technology upgrading Coders, Multiplexes, HD Channels. Freeing up capacity – TG4+1 and Cuala 4. RW advised he will bring a paper on Resource gap in Production Services in coming weeks to the Executive Board.</p> <p>News & CA: DMcC advised programming to return to full capacity after the Summer. Week in Politics back in September. New Editor in place. News Today will have a new presenter. Six One back to full hour from September 5th. OB from London for new Prime Minister. Correspondent will go to Horn of Africa to report. [REDACTED]</p>
4.	[REDACTED] RN3 still to be resolved.
5.	<p>Commercial: GOL advised situation is pretty much same as, still unsteady and cautious. October AB low. Radio holding up as is Digital.</p> <p>Strategy: RCov advised he will meet Dept along with GB on Thursday.</p> <p>AOB – nothing under AOB at this time.</p> <p>Approvals – A196s: Orion Stage 1 Cap Ex – Approved Audio Project Stage 1 Cap E – Approved.</p>

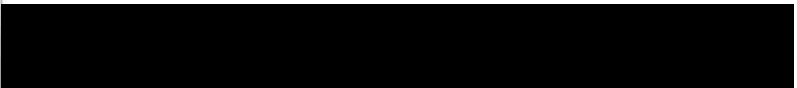
	<p>Live Studio Graphics Hardware upgrade Stage 1 – Approved. FAST Renewals Stage 1 - Approved. Studio 6 HD and VR Studio – Approved. Station router replacement Business case – Approved.</p> <p>All A196s were approved after much discussion.</p> <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting August 30th @ 9am	

RTÉ Executive Board	
Date:	Tuesday 30 August @ 9am via Teams
Participants:	Jim Jennings (Chair), Adrian Lynch, Deirdre McCarthy, Richard Waghorn, Rory Coveney, Richard Collins
Apologies:	Dee Forbes, Eimear Cusack, Paula Mullooly, Geraldine O'Leary

1.	<p>Minutes and Matters arising: Minutes of meeting of 26 July were read and approved.</p>
2.	<p>At the outset of the meeting JJ congratulated AL and his team on a great New Season Launch for RTE. This was the first in person launch in a few years due to Covid. It was very well received with great new content coming for the new season. Very good feedback from stakeholders, agencies and industry itself.</p>
3.	<p>Irish Emergency Alliance /Horn of Africa Hunger Crisis Appeal: A paper had been circulated prior to the meeting outlining the request. AL advised on the recommendation of the internal committee being brought forward for Executive Board approval. The NGO's are in agreement the current hunger crisis in Horn of Africa is a humanitarian crisis and impacts 20million people. DMC advised that a reporter will travel to Horn of Africa with NGO's and DFA to report from there and will feature on the Six One News next week. Action: Executive Board members were in agreement RTE to support this request of support from the IEA.</p>
	<p>Reports: <u>Finance:</u> RColl advised June/July on target but concerns for back end of year. Need to look at all options. [REDACTED] [REDACTED] Finance system in first then perhaps look at HR. <u>Content:</u> JJ noted strong support for New Season launch and great new slate. Champions League back next week. URC in two weeks. North Sea drama to start on Sunday night. Resources are tricky at the moment and the labour market is challenging. <u>News & CA:</u> DMcC advised Six One back to full hour next week, as is a lot of news programming. Focus will be on housing, climate change, energy crisis and cost of living. Robert Shortt will focus on Energy. Hope to announce appointment of 4 x DFA supported jobs in next 4/6 weeks. <u>ACM:</u> AL advised on negotiations with Google and Virgin. <u>Operations & Technology:</u> RW advised testing is taking place on new lower cost multi camera options live feeds for OBs, using 5G and will be presented to IBC next week. <u>Strategy:</u> RCov advised on recent meeting both he and GB had with our</p>
4.	<p>department. Briefing documents being worked on regarding various matters discussed.</p>
5.	<p>R Cov also updated on working up a vision document for new News Channel and JJ/DMcB to look at this.</p>

	<p>AOB: not discussed at this time.</p> <p>Approval – A196s:</p> <ul style="list-style-type: none"> • 2fm, RnaG, lyric coverage expansion - Stage 1 Cap Ex – This was approved by the Executive Board. <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting September 6th 2022 @ 9am	

RTÉ Executive Board	
Date:	Tuesday 6 September @ 9am via Teams
Participants:	Dee Forbes(Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Richard Waghorn, Rory Coveney, Richard Collins Eimear Cusack, Paula Mullooly, Geraldine O’Leary
In attendance:	

1.	<p>Minutes and Matters arising: Minutes of meeting of 30 August were read and approved.</p>
2.	<p>Technology Strategy: RW introduced CG to the meeting to go through the Technology Strategy, pre-read had been circulated to the Executive Board. This paper set out where Technology is at the moment, where they are coming from and what needs to be done in order to move forward. Six Strategic priorities were laid out. Priorities are to transform ways of working, strengthen security measures, the processes involved all feeding in to enable a more sustainable RTÉ. Moving more to working from the Cloud and a new approach to Procurement. More support will be required. This was a very detailed paper and a lot of work has gone into this. Action: The Executive fully approved and supported the Technology Strategy to go forward.</p>
3	<p>Late Deliveries (Content) JPC and JC joined the meeting to go through Reports already circulated to the Executive Board and explained the complexities involved and problems that arise upon receipt of late deliveries from the various areas. There was a lengthy conversation in this regard. There will always be a certain element of late deliveries, despite the fact that it is in all contracts. Noting this and factoring in that this is a complex situation, the ask from JPC and JC is that that content be delivered 7 days in advance of transmission and that we all work together to futureproof the organisation and introduce better way of working. Action: Executive Board were in agreement of this Report and recommendations and JPC and JC to proceed with this.</p>
4.	<p>Staff Code of Conduct update: PF joined the meeting and gave an overview of the Memo he had circulated on RTÉ Code of Conduct Staff update. This update is suggested along with the RTÉ Board Code of Conduct also being updated. PF gave a quick run through on suggested the various updates recommended. Discussion was had about communication to all staff and how important it is and the fact it should be mandatory. PM also noted that DAKelly is looking of the Policy on Bribery and Corruption code which is to sit alongside Code of Conduct. Action: Code of Conduct update was approved. EC and PF to keep in touch regarding communication to all staff.</p>
5.	

6.

Reports:

HR: EC gave an update on HR matters. TUG will hold a townhall today @ 1pm.

Finance: R Coll advised mid month Finance flash results will be circulated tomorrow. R Coll advised we will look at the gaps next week and put plan in place.

Commercial: GOL advised TV spot is very tricky. Radio and Digital on target. Inflation having a huge impact across all the industry. Working on reforecast. World Cup revenue very positive. DF noted we need Commercial trajectory in place.

Content: JJ advised LLS is back. North Sea very good reaction. Sports back and a lot going on.

News & CA: DMCC gave an update on meeting with Coimisinéir Teanga plus officials

7.

There will be an Irish Language Current Affairs programme from January, to be confirmed. Global Jobs to be announced in coming weeks. Monday night's programme plan in place with 4 presenters, first three programmes planned.

ACM: AL advised the interim Audio app was on soft release. AL to send sample to Executive Board members. AL noted the TV Universe is low in August due to several factors. Hoping the rest of the year will be better.

AOB:

- DF noted work has to be progressed on plans for Irish Language Amendment Act which takes effect from October. Plans need to be put in place to monitor, flag and look at what resources we need. GOL advised members of her team will attend the Advertising sessions organised for next week. R Wag played example of recent Ads made for Saorview in both Irish and English.

For information:

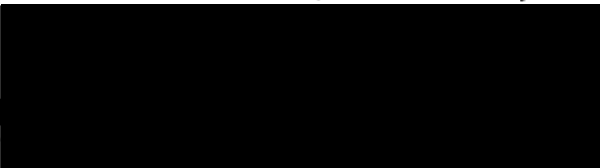
Legal Report
Commercial Report
Audience Scorecard

Next Executive Board Meeting September 6th @ 9am

RTÉ Executive Board	
Date:	Tuesday 13 September @ 9am via Teams
Participants:	Dee Forbes(Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Richard Waghorn, Rory Coveney, Richard Collins Eimear Cusack, Paula Mullooly, Geraldine O'Leary
In attendance:	
1.	Minutes and Matters arising: Minutes of meeting of 6 September August were read and approved.
2.	<p>Reports:</p> <p><u>HR:</u> EC gave an update on the Eversheds process, Appeals process etc.. Discussion to take place next week with Willis Towers Watson, discussion on SCOPE and also Pay related matters. EC also advised that the Hybrid Working will have kicked off by month end. DF noted thank you to EC and team and also Legal with regard to a recent case taken to WRC and which was settled.</p> <p><u>News & CA:</u> DMcC gave an update on what was a very busy week for news, marking the passing of Her Majesty the Queen Elizabeth II. Coverage was very good and today King Charles III and Queen Consort to visit NI today. Funeral to take place next Monday. Also coverage of State event on Saturday and party conferences. Week in Politics back, Dáil back tomorrow, Prime Time back on Monday night and new Monday Night show pre-Christmas. RTÉ Investigates few projects on the go also. Discussion ongoing with regard to coverage of the funeral. DF noted thank you to all those involved across News, TV and Radio for great coverage at short notice.</p> <p><u>Content:</u> JJ noted business as usual. Big developments in Ukraine. Late Late Show Back. North Sea Connection going well, strong second episode. Champions League back this week, lots of sport coming up. New Comedy started <i>No Worries If Not</i> – good potential, the comedy is good.</p> <p><u>ACM:</u> North Sea figures good, up 100k over the week. Launch of RTÉ Radio interim App. Approved by Apple, 59k downloads and hope to be at 100k by end of week. [REDACTED] gave a Brand Architecture update to DG and will give this to the Executive Board when it has moved along. Brand Tracker update was last week and it was positive. Looking at reviewing the questioning. [REDACTED] Transition to happen before November. DF noted that AL needs to look at overall picture/costings/budget etc.</p> <p><u>Commercial:</u> GOL advised no major updates. September/October status is pretty much the same. Radio above budget, Digital doing fine and TV spot sluggish. Working on deals for November/December and the World Cup. Also started looking at Trading Strategy sessions for next year. DF to follow up with GOL re Commercial.</p> <p><u>Finance:</u> RColl advised that the reforecast for the year will be ready by end of week. When that is ready, we will need to look at how to fill any gaps and flag various items to be watched carefully. Flash report was circulated last week and August accounts will</p>

<p>3</p>	<p>be circulated later today. DF noted that we will need to look at everything in the main trying to factor in the growing inflation.</p> <p><u>Technology & Operations:</u> RW advised budgets have been worked on for Technology & Operations. Factoring in the October 10th Irish Language Amendment enforcement, the first Saorview Irish language ad went out on radio yesterday and will go on tv today. RW attended IBC over weekend. Very positive meetings, strong theme on bundling over air with Broadband.</p> <p><u>Strategy:</u> RCov advised looking at options around Rugby. RCov advised keeping in touch with the Department with regard to FOMC. Statement of Strategy will need to be presented to the RTÉ Board at the meeting coming up on 22nd September. Toy Show Musical will have a strong presence at the Ploughing Championship. There will be a 3 day discount of 10%.</p> <p><u>Legal:</u> PM had pre-circulated the weekly Legal report.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF advised that Moya Doherty has two more Board meetings left as RTÉ Chair. As an Executive Board we will need to look at how best to thank Moya for her support over the years. Deborah Kelleher's role will also be open. Moya has commissioned a piece of art in memory of Marian Finucane, this will go onsite here at RTÉ in advance of Moya stepping down as Chair. • DF noted that the Irish Language Amendment Act will take effect from 10 October and we need to meet in next week to discuss plans. DF/PM also to meet in this regard. • DF advised that A documentary on the Irish Civil War will be screened tonight at the Cork Opera House, this was a collaboration between RTÉ and UCC and there will be live score by the RTÉ Concert Orchestra. There will be a panel discussion afterwards MC'd by David McCullough. Guests have been invited and this is a good stakeholder piece. • DF asked that, where possible, people attend the Executive Board in person next Tuesday 20th.
<p>4.</p>	<p>For information: Legal Report Commercial Report Audience Scorecard</p>
<p style="text-align: center;">Next Executive Board Meeting Tuesday September 20th @ 9am</p>	

<p>RTÉ Executive Board</p>	
<p>Date:</p>	<p>Tuesday 20 September @ 9am, via Teams and in person</p>

Participants in person:	Dee Forbes(Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Richard Waghorn, Rory Coveney, Richard Collins
In attendance/Teams:	Eimear Cusack, Paula Mullooly, Geraldine O'Leary 
1.	Minutes and Matters arising: Minutes of meeting of 13 September were read and approved.
2.	<p>PEOPLE related Executive Session, 9 – 11am</p> <p><u>Willis Towers Watson presentation</u> Teams from Willis Towers Watson, RTÉ HR, Comms and Project Manager were all in attendance virtually at the meeting to brief the Executive Board on the project and next steps involved. Work had been undertaken on looking at Job career framework to feed into the Strategy, support of the organisation and bring with it career development opportunities. There are five phases to the project and have completed phase one, in the process of completing phase two. A detailed project plan was presented, a look at the framework for job families, sub families and anchor roles. In the last few months engagement with TUG and stakeholders has taken place to get to where we are now. Looking at key messages and best practice. Hope to be at stage 3-4 November/December.</p> <p>WTW also discussed gave an update on where we are regarding Gender Pay Gap and in particular Irish legislation being in place by end of year. RTÉ to report by 30 December 2022. More work to be done here. Several queries.</p> <p>Agreed Actions with WTW/Next steps:</p> <ul style="list-style-type: none"> • Work to be undertaken on Anchor Roles and Job levelling • Gender pay gap analysis • It was suggested during the Job Career Framework there will be more regular updates between WTW and the Executive Board to keep up to date and give input. <p><u>SCOPE Update:</u> EC had distributed a detailed paper on where we are at with regard to SCOPE and where we are going. This is a complex</p>

3.	<p>PAY related matters: Discussion was had with regard to the current climate and pay matters across the Public Sector, impacts etc. Modelling work to be done on this. Discussion with TUG at meeting on 14 October. Proposal to go the RTÉ Board at it's next meeting on October 27th.</p>
4.	<p>Strategy next steps: GB and SQ joined the Executive Board. Discussion was had with regard to the precirculated Statement of Strategy. GB recapped on the narrative and logic behind this. Feedback was given by the Executive Board on this and the themes involved. This further feedback to be taken on board and the next step is to present this to the Strategy Teams and information shared between the Groups, then the RTÉ Board and following that the Dept TCAGSM.</p> <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday September 27th @ 9am	

RTÉ Executive Board	
Date:	Tuesday 27 September @ 9am, in person and via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Rory Coveney, Richard Collins Eimear Cusack, Paula Mullooly, Geraldine O'Leary
Via Teams:	Richard Waghorn,
In attendance:	[REDACTED]
1.	Minutes and Matters arising: Minutes of meeting of 20 September were read and approved.
2.	RTÉ's mandatory response to Climate Action Plan: VF and TB were in attendance and had circulated pre-read document to the Executive board regarding Mandatory Reporting on Climate Action Plan. VF advised this will be in effect from this year and will require report plans, actions and metrics. This will need to be captured in the macro strategy and will involve collective accountability. We will need a set of targets, commitments and roadmap plan before end of year. TB noted that we will be able to deliver but there will be a lot to do across all of the

organisation from refurbishments to building work and resources needed. We have a Green Broadcasters Group in place with [REDACTED] representing. A Green Broadcaster Champion at Board level will be required – clarity of whether this is Executive or RTÉ Board member required. In collaboration with Learning and Development Staff Workshops are being organised. Work needs to be complete to go to Board level in October, which will need to be very specific, clear and detailed. Much discussion was had regarding Content which technically does not have to be reported on. VF advised first draft of Climate Action roadmap charter will have to be ready for 21st October with final proof by 3 November. VF advised a detailed strategy, with clear goals, ambition and narrative along with scorecard will need to be signed off on. VF asked that Executive Board members please submit narrative and any requirements to feed into the skeleton framework document. TB and team to feed into this and NOG will also support this work and communication around this.

Action:

- [REDACTED]
- VF to circulate initial skeleton outline for the proposed RTÉ Climate Action Roadmap for feedback.

Reports:

Due to time pressure Reports were not discussed.

Approvals:

- CDG Report: There were roles in two roles in ACM for Executive Board approval. These were approved as were factored in the budget. Two roles in Operations were also approved (short contracts) plus a position in Content was approved as cost was accrued for.

For information:

Legal Report
Commercial Report
Audience Scorecard

Next Executive Board Meeting Tuesday October 11th @ 9am

RTÉ Executive Board

Date: Tuesday 11 October @ 9am, Teams

Participants: Apologies:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Rory Coveney, Richard Collins, Paula Mullooly, Geraldine O'Leary Richard Waghorn, Eimear Cusack,
1.	Minutes and Matters arising: Minutes of meeting of 27 September were read and approved.
2.	<p>There was a change to the Agenda circulated and priority was given to Financials/</p> <p>Budget 2023 - Version II:</p> <p>RColl had circulated documentation for discussion Budget 2023. Detailed discussion with regard to Finances/Commercial with input from all Executive Board Members, this follows recent work with Financial Controllers. Arising from this session:</p> <p>Agreed/Actions:</p> <ul style="list-style-type: none"> • GOL agreed to a piece of work being undertaken on Streaming Services and revert with more information. Monetising of Streams is very important. • DF/GOL/AL to meet with regard to moving the AD tender process along as time is of the essence. • GOL to provide a two page update on [REDACTED] • RColl to meeting with RW on return with regard to Ops costings. • Licence fee was discussed and reference to the FOMC Technical Group working on options regarding this. RTÉ has inputted to this. • RColl advised following meeting today more work will need to be undertaken along with the Financial Controllers of each area, with this to be submitted by Thursday evening 13th Oct. This will need to be reworked with a view to Version III of Budget in advance of next RTÉ Board meeting.
3.	<ul style="list-style-type: none"> • [REDACTED]
4.	<ul style="list-style-type: none"> • [REDACTED]
<p>Reports:</p> <p>Due to time pressure Reports were not discussed.</p>	
<p>AOB:</p> <ul style="list-style-type: none"> • DF noted huge thank you to all the staff across all areas who worked on the very sad evens in Creeslough, Donegal on Friday 	

5.	<p>evening. This was a very difficult situation and dealt with very well by all who worked on it. DF noted support of staff will be important and to keep any eye on this. DMCC noted huge team effort all across the organisation.</p> <ul style="list-style-type: none"> • DF noted that EC and CB were looking at Covid protocol and reviewing.
6.	<p>Approvals:</p> <ul style="list-style-type: none"> • CDG Report: There were roles in three roles not agreed by CDG – these to be taken offline as more information required by HR. EC to deal with these roles. • A196s: i) Replace TV Chiller and ii) Lyric Studio refurb. More information on both A196s was sought and it was decided to circulate for online approval with opportunity for more information. <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday October 18th @ 9am	

RTÉ Executive Board	
Date:	Tuesday 18 October @ 9am, in person and via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Rory Coveney, Richard Collins, Paula Mullooly, Geraldine O'Leary
In attendance:	Richard Waghorn, Eimear Cusack, [REDACTED]
1.	Minutes and Matters arising: Minutes of meeting of 11 October were read and approved.
2.	Irish Language Amendment Act: NNiC was in attendance to discuss the Irish Language Amendment Act which came into effect in October, the seminars given and also workshops by An Coimisineir Teanga's Office. Effectively there will be two years to implement plans and monitoring will begin in January 2024. A discussion was had with regard to the next steps we need to take. A

cross divisional working group will need to be put in place with representatives across all areas. [REDACTED] to Project manage for the moment. It is very important to have the right people and get this right. NNiC felt this is an opportunity to tell RTE's story in Irish and in a positive way. DF thanked NNiC for attending and for the update.

Actions:

- DF/AL to agree names for cross divisional group and get this up and running.

Covid update:

EC updated on the current nos, which are low and reminders to staff with regard to flu vaccine.

Reports:

HR: EC gave an update on recent meeting with the TUG with regard to the pay deal proposal and negotiations ongoing. Dignity & Respect training still taking place and a reminder all Managers and Contractors need to attend. IBEC on board giving this training. EC advised that she will bring an update on the Gender pay to the Executive Board next week. SCOPE appeals ongoing.

Finance: Budget 2023: RColl gave an update on Budget 2023 V3 versus V2. Each area to endeavour to try and find approx. €100k if they can. Cost curtailments, reduction in spending priority.

Commercial: GOL updated on Commercial forecast Q4. Sponsorships are proving challenging, hard to sell. Currently trying to sell The Big Big Movie and Christmas Movies. Sponsorship package sold to Hyundai for the World Cup, [REDACTED]

News & CA: DMcC advised live rehearsals for News at One on RN3 next week and Morning Ireland week after. Tony Connolly to go to Ukraine in November and George Lee to Cop 27. Special Prime Times on Climate next week. Contract negotiations taking place with regard to Monday night show presenter. [REDACTED]

Journalism Safety Group took place, representative of all the media organisations and met with Assistant Garda Commissioner [REDACTED]. There is now a Garda point of contact to report such incidents. Group to record all incidents and keep a log and look at this in six months across all the media. To note this also includes online incidents. Next meeting 5th January and this group is now known as MEG, Media Environment Group. Arising from this meeting there will be a half day presentation for journalists on personal safety in the workplace given by An Gardaí.

5.	<p>Operations & Technology: RW advised of flood in Cork Offices, this matter now in hand but work is being undertaken on this.</p> <p>ACM: AL advised that Digital Board meeting met along with [REDACTED]</p> <p>[REDACTED] AL gave an update on Sky roadmap and met recently with DF, RCov and BCoen regarding Virgin, Eir and Vodafone deals. AL advised that Red Bee had been appointed futher to the recent Brand Architecture tendering process. [REDACTED] to attend the Executive Board and update on the process.</p> <p>Content: JJ advised that Ask me Anything with Angela Scanlon had started back on Saturday and all had gone very well. Change of look for the programme. JJ noted thanks to all involved especially Ops who had worked on this. LLS back. A lot of Editorial work going on.</p> <p>Strategy: RCov advised recently met Department and An Post with regard to the Licence fee and financials update.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF noted that there was a Strategy update with the two groups on Wednesday mid morning to include lunch. • October 27th is MD's last RTÉ Board meeting. • Unveiling of piece of sculpture by Orla de Bri in honour of Marian Finucane outside the Radio Centre on October 27th @ 12noon. <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday October 25th @ 9am	

RTÉ Executive Board	
Date:	Tuesday 25 October @ 9am, in person and via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Rory Coveney, Richard Collins, Paula Mullooly, Geraldine O'Leary
In attendance:	Richard Waghorn, Eimear Cusack, [REDACTED]

1.	<p>Minutes and Matters arising: Minutes of meeting of 18 October were read and approved.</p>
2.	<p>Brand Architecture update: JH and LB attended the beginning of the Executive Board Meeting to give an update on the Brand Architecture, the design, and the process behind the procurement of the Agency. An in-depth process was gone through with the 7 Agencies involved with Red Bee being the winning company. JH and LB went through what was involved over the last few months. [REDACTED] also presented the next phases and the timelines which are running very tight but happy Red Bee have a very clear understanding of what is required for RTÉ. [REDACTED] presented the Project Structure and the names of those on Steering Group. Plan to bring the Strategy and Brand very much together with the groups working together. DF thanked [REDACTED] for the work as it has been a long process, but the path ahead is now clear and timeline ahead.</p>
3.	<p>Gender Pay: EC gave an update on Gender Pay and referred to the Kieran Mulvey methodology. EC will bring more information on this in the coming weeks. Willis Towers Watson to return to the Executive Board with an update end of November.</p>
4.	<p>EC gave an update on the current pay deal negotiations.</p>
5.	<p>CDG report The queries arising from CDG were answered and was approved.</p>
6.	<p>Introduction to the Interns: [REDACTED] were in attendance and presented the ten Interns to the Executive Board. Each of the Interns introduced themselves and gave some background and what area they had worked on and feedback. They had worked across all areas within the organisation. The Executive Board Members noted the great feedback they had received regarding the Interns. DF thanked the Interns for their contribution and being so inspirational the benefits had worked both ways. DF also thanked KB, NL and ZZ for the work put into bringing this group together. Also thank you to all the Teams who mentored and made them feel welcome.</p>

Reports:

Finance: Budget 2023: RColl gave an update on PAYE Audit and changes to the BIK system which will soon be implemented and the fact there will be a tax liability. There will be a communication in advance of implementation and a gradual roll out. NOG involved regarding the communication to staff.

RColl updated on the recent Audit and Risk Committee.

Also, to note that Budget 2023 will be signed off before next Board meeting on 1st December. Few more weeks of work involved in getting to where we want to be.

Action: RColl, EC will meet with the TUG in advance of the changes to BIK.

Operations & Technology: RW advised that News @ One had gone out from RN3. Ops and Technology Staff have signed up to Dignity and Respect Workshops. DAI training ongoing.

News & CA: DMcC advised on RN3 and News at One. Ongoing discussions/negotiations with TG4 re: Protocol and another meeting on Thursday.

Strategy: RCov gave an update on the Strategy and advised that he and Grace will present to the RTÉ Board on Thursday 27th. RCov also advised that Rehearsals have started for TSM, and Marketing are working on Radio Ads and social media.

AOB:

- DF noted that the unveiling of a piece of Sculpture by Orla de Bri in honour of Marian Finucane will take place outside the Radio Centre on October 27th @ 12noon with Marian's family, friends, and ex colleagues in attendance.
- DF advised a gift has been organised for MD departing as Chair of RTÉ by way of thanking her. This is a piece of art by Artist Leanne McDonagh.
- Announcement imminent regarding new 5-year deal between GAA and RTÉ and contract has been signed. This is very positive news. DF noted thank you to JJ and DMcB for all the hard works getting this over the line.
- DF also noted thank you to EC, Eamonn T, AMcE and Teams for the huge work put into concluding Eversheds last week. This had been a long process.

For information:

Legal Report
Commercial Report
Audience Scorecard

7.

Next Executive Board Meeting Tuesday November 8th @ 9am	

RTÉ Executive Board	
Date:	Tuesday 8 November @ 9am, in person Boardroom, Third Floor, Admin Building and some members via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Rory Coveney, Richard Collins, Paula Mullooly, Richard Waghorn, Eimear Cusack,
Apologies:	Geraldine O'Leary
1.	Minutes and Matters arising: Minutes of meeting of 25 October were read and approved.
2.	GDPR Training: PM gave an update to the Executive Board on the GDPR training requirements. The basic GDPR training is mandatory and each employee should do this. This is hugely important and [REDACTED] who is now DPO, would like to proceed with more indepth training targeting the various areas, giving training specific to each area. PM has asked the Executive Board for support on this as CS will be contacting Managers and they will need to be on board with this training as a priority.
3.	Reports HR: EC gave an update on the current pay talks and the fact that this is now in Conciliation process. EC asked the Executive Board to please encourage staff to put in for Annual Leave. Strategy: RCov gave an update on TSTM and recent Press day which was very well received, with the cast performing two songs. Production in full swing. RCov advised there will be a meeting re: Short form Unit next week. The Strategy was presented to the RTÉ Board by RCov & GB. This appeared to be well received and next process is now the shape and narrative around this. JOC to visit RTÉ next Wednesday 16 th November.

ACM: AL advised that the Red Bee team, responsible for Brand Architecture, will be onsite and have a morning with Stakeholders on Wednesday to go through Draft design work. Negotiations with [REDACTED] ongoing. Recently met with All in Media with regard to the Audio App and increased functionality. [REDACTED] has put a lot of work into [REDACTED] and a briefing note will be shared by AL with the Executive Board. AL gave an update on current Audience numbers and noted tomorrow, Wednesday 9th November, is JNLR day.

Content: JJ noted the *Blackrock Boys* Doc on One last evening aired at 6pm. This was a great piece of work and went out at the right time. A lot of feedback. The Late Late's main focus is now on the Toy Show. Fair City doing very well and *Ask me Anything* is building well. Some changes afoot in Radio. Womens World Cup Rugby final next Saturday. Club GAA and then lead up to the World Cup.

News & CA: DMcC advised that George Lee is reporting on COP27 from Egypt and will be there for 2 weeks. Sinn Fein Ard Fheis last weekend and Fine Gael Saturday 19th November and Green Party on 26th November. Finalising details for Monday night live. [REDACTED]

4. **Operations & Technology:** RW advised that we are now at full capacity on Saorview with TG4 HD end of month. New News channel will be on HD as 2RN will be replacing encoders and this will allow this due Q1. Saorview numbers are currently greater than SKY. Working on Ops & Technology Budgets.

5. **Finance:** RColl gave an update following the Board Meeting last week and current Budget situation. Two areas of focus costs (PROCS) and revenue. Going back to the Budget again.

CDG report:

The queries arising from CDG were answered and was approved.

AOB:

- DF brought up the subject of Christmas and a discussion was had. Lights to go on day of the Late Late Toy Show 25th November. Revised lighting arrangements this year due to current energy situation.
- DF advised that in the lead up to the Late Late Toy Show there will be various stories on how the Toy Show Appeal has helped people. Hoping to raise awareness.

For information:

Legal Report Commercial Report Audience Scorecard
Next Executive Board Meeting Tuesday November 15th @ 9am

RTÉ Executive Board	
Date:	Tuesday 15 November @ 9am, in person Boardroom, Third Floor, Admin Building and some members via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Rory Coveney, Richard Collins, Paula Mullooly, Richard Waghorn, Eimear Cusack, Geraldine O'Leary
1.	Minutes and Matters arising: Minutes of meeting of 8 November were read and approved.
2.	Pay talks: EC gave an update on the current status of Pay negotiations. These were facilitated talks by the IRT with regard to proposal for pay increase. This has not been finalised and any proposal will need to be signed off by Executive Board and RTÉ Board and voted on by staff. Communication around this to be planned. EC gave an update on Eversheds and SCOPE also. EC to bring Gender pay update back to Executive Board next week.
3.	Reports Commercial: GOL gave an update on current numbers. World Cup to start on Sunday. Two sponsors on board Hyundai and KFC. Some discussions with regard to scheduling and in particular [REDACTED] JC and JW to meet on this matter. GOL advised that January AB will be early December. GOL advised that GMcD had agreed with Coimisineir Teanga that the RnaG section of the website is Irish language media. Finance: RColl gave an update on Budget to end of 2022, working ongoing. DF thanked RColl and all the Executive Board for the work put into the budget.

Strategy: RCov discussed the 18/34 Unit and will need to meet with EC to discuss HR requirements. RCov to meet with Dept with regard to the Licence Fee Technical Group and a paper has been submitted on this. RCov brought up the subject of LW and also our commitments to Climate Action Plan. RW added that we have and continue to make meaningful changes with regard to the campus regarding strategy and sustainability and the Property Strategy plan certainly feed into this. There are now 9 series signed up to Albert. A lot of work happening behind the scenes.
Action: RW & TB to meet with DF and R Coll in January to go through the Property Strategy Plan and roadmap.

ACM: [REDACTED]

AL gave an update on Brand Project and plans for Steering Group. AL also gave an update on the various distribution negotiations with Virgin Media, Eir and Vodafone. A lot of projects going on and resources are an issue. RW/DF/EC having discussions on this matter.

AL reported mixed JNLR results across the board and Paul L to do more indepth analysis.

Action: AL to circulate an explanatory paper on [REDACTED] to the Executive Board.

Content: JJ discussed Radio and recent JNLR results. Numbers are resettling following Covid. Working on this to gain more insight. Big week in Sports with World Cup starting on Sunday. Tony O'Donoghue will be there for RTE, plan is 1-2 weeks and if necessary full duration. Off pitch story to be told also. DWTS to be announced in next week or so and then the individual stars after that.

News & CA: DMcC advised that T Connelly to go to Ukraine on Sunday week 27th October, along with J Cunningham, Fixer and Cameraman. Three new Global jobs funded by DFA to be announced, NYC, Warsaw and Nairobi. Starts in December. Two year from start date. Monday night live moving along, announcement imminent. Getting there with regard to Irish language programme on Sunday mornings. Protocol negotiations with TG4 ongoing and meeting next Friday 25th. DMcC has prepared a paper regarding narrative and timeline and will circulate to the Executive Board.

Operations & Technology: RW noted the sad passing of [REDACTED] Production Designer. This was a very sudden passing and huge

4.	<p>condolences to [REDACTED] was a very well thought and loved member of staff.</p> <p>RW gave an update on Studio 6 and Studio 2 refreshes, hope to have Studio 6 ready by May and plans for Studio 2 gallery what needs to be done next. Capex schedule done for next year. Property Strategy RW & TB to come to Executive Board in January.</p>
5.	<p>Legal: PM advised BAU and also prepping for cases for next year.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF advised that members of the JOC to come to RTÉ tomorrow to have a tour of Campus and information sessions with various Executive Board members and Managers. • DF noted again the Blackrock Boys story and the impact and importance of public service broadcasting. Well done to all involved. <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday November 22nd @ 9am	

RTÉ Executive Board	
Date:	Tuesday 22 November @ 9am, Boardroom, Third Floor, Admin Building and some members via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Deirdre McCarthy, Rory Coveney, Richard Collins, Paula Mullooly, Richard Waghorn, Eimear Cusack, Geraldine O'Leary
In attendance:	[REDACTED]
1.	Minutes and Matters arising: Minutes of meeting of 15 November were read and approved.
2.	[REDACTED]

3.

Pay talks: EC gave an update on current pay talk negotiations. There are a few matters to go outside of the negotiations, Guiding Principles & T&S,.Further meeting of all parties to take place this week.

EC advised on where we are with Gender Pay body of work, doing further deeper investigation on this. WTW will be back with their work on this and EC to bring back HR's body of work on Gender Pay when it is finalised before 31st December cut off date.

4.

Reports

Commercial: GOL advised on November December and things are really looking up. Toy Show this week has already brought in considerable amount.

Scheduling, ACM and Commercial working on scheduling of the world cup breaks and ongoing discussions on this. Plans finalised for bringing Clients in to LLS set on Saturday from 11am – 2pm.

ACM: AL gave an update on the ratings and in particular World Cup figures which are doing very well along with the streaming of the games. AL had circulated an explanatory paper on to the Executive Board. This was for clarity around decision to get rid of

5.

Strategy: RCov gave an update on recent meeting with the Department regarding Licence fee and recommendations regarding evasion and collection.

CDG: EC had flagged two items for Executive Board information.

AOB:

- DF noted the Toy Show will take place this Friday 25th November and also Appeal Impact Report for 2021 to be released this week

	<p>and will be sending this out to Editorial Leads, this makes for very positive feedback and the help it has given to so many children.</p> <p>For information: Legal Report Commercial Report Audience Scorecard</p>
<p>Next Executive Board Meeting Tuesday November 29th @ 9am</p>	

RTÉ Executive Board	
Date:	Tuesday 29 November @ 9am, Boardroom, Third Floor, Admin Building and some members via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Rory Coveney, Richard Collins, Paula Mullooly, Richard Waghorn, Eimear Cusack, Geraldine O'Leary
Apologies:	Deirdre McCarthy
1.	<p>Minutes and Matters arising: Minutes of meeting of 22 November were read and approved.</p>
2.	<p>Reports</p> <p>HR: EC gave an update on the pay talks and negotiations. The proposal has been signed and will go to a staff ballot. EC also gave update on Gender pay, this is a work in progress but is taking shape. When this work is complete EC to send an update to the Executive Board. This to be lodged by December 31st.</p> <p>Commercial: GOL advised TV had reached it's target of [REDACTED] year end. Discussion was had regarding Distribution and it's reporting calling it Ad Sales/Trading. Extra money has come in for World Cup, [REDACTED]. Currently 11.7 booked wth target of 11.3. GOL advised VOD/Digital streaming has been huge for World Cup. [REDACTED]</p> <p>[REDACTED] January AB has been advised of 4.25, phasing Q1 and Q2 to be agreed. Plan to go out to Agencies to do Roadshow and have trading conversations in the new year.</p> <p>ACM: AL gave an update on the Toy Show results, share of kids viewing was 94%. Friday night was great for RTÉ between the World Cup and the Toy Show with 68% share. Social figures for LLTS was 39m</p>

conversations, interactions, events. World Cup on Friday 25 November, 5.1m streams on The Player, 831k unique devices accessed World Cup. AL advised [REDACTED] negotiations. Coming in January, DWTS with 4 of the contestants being announced on Friday on LLS. Also in January, Room to Improve, Operation Transformation and Monday Night with Katie Hannon. On Drama, Smother coming first week in February, Kin and the Dry last week February.

Content: JJ reported that the three part Quinn Country Documentary aired first episode last night and two more running Tuesday & Wednesday. JJ noted huge thanks to PM and the legal team for all the hard work getting this to air. World Cup going great, huge work put in. Big thanks to Operations team with so much going on including the LLTS. Otherwise, BAU with the recent Doc on One: Blacrock Boys, still making a big impact 3 weeks in. Just received numbers for last night and Quinn Doc took in 349k with 34% share, 590k Uruguay/Portugal game 590k and earlier match 294k. [REDACTED]

Technology&Ops: RW noted due to the planning and in particular BNiR the LLTS and WCup went well last weekend. We have Womens World Cup in August and Rugby World Cup in Autumn and planning will have to start on this early on in the year. At 3am on Thursday 1st December Saorview will have its third channel on HD which is TG4, then Q1 next year will be TG4+1 and Childrens Channel. Currently in talks regarding additional channels too. RW and TB finalising work on the Property Strategy to go to DG and then to the Executive Board in January.

Finance: RColl advised on recent ARC meeting. Budget 2024-2027 Executive to review this in January. BIK to start appearing in the payslips next payroll. Explanatory and communication planned.

3. **Strategy:** RCov advised Longwave letter for Minister to issue in next few days. Letter also to go to the Minister & Taoiseach regarding the Licence fee. Rehearsal for TSTM has gone to Radio Studio 1. With thanks to BNiR who was so helpful in this regard. RCov gave an update on LLTS. All support across the organisation greatly appreciated. Lots going on. Working on News & Sports channel RW walked AOR and GB last week.

4. **Legal:** PM advised legal busy now with lots going on.

	<p>AOB:</p> <ul style="list-style-type: none"> • DF noted LLTS Appeal brining in €4m, huge thanks to VF for all her work and managing this project. Ads thanking those who have donated going out this week. • DF advised 2 Invitations in from JOCs, one from on Joint Oireachtas Committee on Tourism, Culture, Arts, Sport and Media on 14th and Joint Committee on Environment and Climate Action on 13th December <p>For information: Legal Report Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday December 6th @ 9am	

RTÉ Executive Board	
Date:	Tuesday 6 December @ 9am, Boardroom, Third Floor, Admin Building and some members via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Rory Coveney, Paula Mullooly, Richard Waghorn, Eimear Cusack, Deirdre McCarthy,
Apologies:	Richard Collins, Geraldine O'Leary
1.	Minutes and Matters arising: Minutes of meeting of 29 November were read and approved.
2.	GPR update EC had circulated in advance a paper for Executive Board information. EC gave a presentation which gave context and highlights of Draft Report. This will have to be edited, topped and tailed with analysis added. EC highlighted the key findings. Men are paid equally, no pay gap and equal pay and discrepancies are not gender related. The mandatory reporting looks at all pay, not just salary. This report looks at mean and median. RTÉ offers a range of jobs and a range of flexibilities which facilitates lives and lifestyle choices. There are a number of challenges but a positive story and the communication and narrative is very important. EC advised the GPR needs to be tightened up and we will need to get it out before Christmas. Further discussion next week.
3.	Reports:

HR: EC advised to be mindful Covid is still very much on radar. Issuing fixed term contracts to Fair City, then where necessary. Dept Revenue are coming in to meet next week with regard to SCOPE and Fair City.

Strategy: RCov advised the Longwave closure letter has issued to the Minister. Also to issue a letter regarding the Licence fee and digital consumption, The World Cup highlights this point. First preview of TSTM this Saturday Night with Opening Night on Wednesday 14th December. RCov advises invitation from JOC on Editorial matters in for 14th December and invitation from JOC on Climate and Environment on 13th December. We will not be attending JOC on 14th. Discussion on JOC on Climate and Environment and who will represent RTÉ.

News & CA: DMcC advised that talks with RnaG propocol ongoing. Another meeting next week. Plans for new Monday night show ongoing. Set and lighting all good. North East Correspondant to be announced. Issues ongoing with payroll and new Global jobs which have started. DMcC to meet with R.Coll and EC to help if needs be.

ACM: AL advised on the Player streams for World Cup. 5.2m streams so far over 52 matches. Ratings on linear 178k and 383 social interactions on broadcast. News and Eastenders doing well also. Commercial impact has been great both for 15 – 34 and 35 – 44s. England/France will be Saturday night and expect this to be good. Digital Board meeting next week with the Brand Architecture to go to the RTÉ Board meeting. 320k views of Quinn Country on the Player and in the top ten programmes daily. AL advised lots going on in ACM at the moment.

Action: DF asked AL to bring a project status update to the Executive Board next week. There are 10 projects.

Content: JJ advised BAU, busy for Christmas.

Operations & Technology: RW noted 2RN and Sustainability will need to be discussed with DG.

Legal: PM advised that the DPO has been updating mandatory learning in this regard (GDPR) and has been in touch with the various teams. Pushing ahead with this.

Approvals:

- CDG Report There was one item and this list and was to be taken offline with Head of HR.

6.	<p>AOB:</p> <ul style="list-style-type: none"> • DF advised of catch up with new Chair of RTÉ. Finance update with RColl and Chair tomorrow. • DF noted a meeting of 2023 Content Marketing to be set up in coming week or so to be prepared for new year. • DF also noted meeting to be organized with regard to the FOMC: Irish Language and RTÉ's role. Meeting participants to include: DF, RCov, JJ, DMcC, NNiC and GMcD. <p>For information: Legal Report d Commercial Report Audience Scorecard</p>
Next Executive Board Meeting Tuesday December 13th @ 9am	

RTÉ Executive Board	
Date:	Tuesday 13 December @ 9am, via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Rory Coveney, Paula Mullooly, Richard Waghorn, Eimear Cusack, Deirdre McCarthy, Richard Collins, Geraldine O'Leary
1.	Minutes and Matters arising: Minutes of meeting of 6 December were read and approved.
2.	GPR further discussion: EC had received first cut of design document in for review. Agreed to forward document to DG and to share it with Exec members confidentially for review and any feedback. This for publish next week in line with 30 th December deadline.
3.	ACM Project slate update: This item was postponed to the New Year.
4.	<p>Reports:</p> <p><u>HR:</u> EC advised Union is holding quickfire ballots and results to be in by 20th December. EC gave an update on SCOPE.</p> <p><u>ACM:</u> AL attended the Digital Board Meeting and gave an update on Player and will update on MSI at the next meeting. Viewing figures at 1m for World Cup on RTÉ and The Player. Sports figures have been great and are a very positive story. Plan to do something in the new year to tell</p>

this story. AL advised on discussions with [REDACTED]. Need to decide where it is to sit in the schedule.
Revenue up 40%YOY

Commercial: GOL advised we are nearly there at target for December. World Cup a massive success. Trading figure flat YOY. Last quarter TV Spot, up 4% YOY. Looking at the football and rugby for next week.

News & CA: DMCC advised on the schedule for Saturday when Micheal Martin stands down as Taoiseach and Leo Varadkar will take this post. Coverage will be across TV, Radio and NewsNow pretty much all day. With Special on Radio 1 on Saturday evening at 6pm and Week in Politics on Sunday and Prime Time on Tuesday. Dail not sitting next week.

Finance: RColl advised on October figures and Flash Report for November had been circulated.

Content: JJ noted Sports extremely busy World Cup to close at the weekend, Sports Awards on Saturday night and there will be European Rugby taking place. Christmas schedule in place and plans for NYE set. A note to advise Louise Duffy to replace Ronan Collins slot at 12noon Monday to Friday. DWTS in rehearsals first week in January. Launch of Six Nations on 18th January. GAAGO to launch schedule on Thursday at Croke Park with 32 games.

Operations & Technology: RW advised that Nielson Report had disclosed that Saorview had gone up 20k to 646. No TV homes to 17%.

Strategy: Opening night for TSTM on Wednesday 14 December. Hoping all will go well.

Legal: PM advised that the GDPR Training still ongoing and still needs to be pushed.

5.

AOB:

- DF noted new Chair Siún Ní Rathallaigh will Chair first RTÉ Board meeting tomorrow.
- JOC on Climate & Environment taking place at 11am with Tara Peterman, Peter Woods, Philip Bromwell and Colm O'Callaghan to join on behalf of RTÉ.

6.

For information:

Legal Report d

Commercial Report Audience Scorecard
Next Executive Board Meeting Tuesday December 20th @ 9am

RTÉ Executive Board	
Date:	Tuesday 20 December 2022 @ 9am, via Teams
Participants:	Dee Forbes (Chair), Jim Jennings, Adrian Lynch, Rory Coveney, Paula Mullooly, Richard Waghorn, Eimear Cusack, Deirdre McCarthy, Richard Collins, Geraldine O'Leary
1.	<p>Minutes and Matters arising: Minutes of meeting of 13 December were read and approved.</p> <p>Note: At the outset of this meeting DF congratulated Deirdre McCarthy on her appointment to the role of Managing Director of News & Current Affairs and wished DMcC well in the new role. The Executive Board noted congratulations and best wishes also.</p>
2.	<p>Annual Leave update: this item was not discussed.</p>
3.	<p>Reports:</p> <p>Commercial: GOL advised working to Budget and hope to make Budget for January, need to be careful Q1 & Q2. TV Budget looking good for January, [REDACTED]</p> <p>ACM: AL advised 8.5m streams for World Cup. Last Euros 2.5m and last World Cup in Russia was 5.3m. Really good figures. 50% viewing on mobile. Women's World Cup next. AL advised further talks/meetings [REDACTED]</p> <p>News & CA: DMcC advised Monday Night Show pilot last week, really good start and KH very strong. Setback on delivery of set, new date of 20th January in Studio B, first show 30th January. This will be very much social media involved programme and hope to go out with the show. To note, News will cover Private Sean Ryan's funeral. Paul Cunningham will travel back from covering this in Beirut tomorrow.</p>

4.	<p>Content: JJ advised Christmas schedule all good.</p> <p>Finance: RColl advised we won't know final Budget figure until January, following year end.</p> <p>HR: EC advised on the Gender Pay Gap median figure of 13.03%; This is reduced to 6.79% when roles with overtime are excluded. This will be monitored, a lot of work has been done. Plan to drill down into the specifics. WTW very helpful on this matter.</p> <p>AOB:</p> <ul style="list-style-type: none"> • DF noted the illness issues involving cast of TSTM which led to some of the shows being cancelled. Now back on track. Note of thanks to Comms and all the work involved. Those affected were refunded and offered 1 ticket free in 4 if rebooking. Look at options around the Show going forward in January. • DF advised an invitation from the Joint Oireachtas Committee on Tourism, Culture, Arts, Sport and Media had been received by RTÉ, TG4, BAI and Screen Ireland to a session on January 18th to discuss future business model plans and long-term vision for the media sector (television and film). • DF advised of Note to Nature being on Thursday after Christmas and also SOR back on TV with Two Tribes, two-part Documentary on this coming Wednesday and Thursday (21&22 December). <p>For information: Legal Report Commercial Report Audience Scorecard</p> <p>Next Executive Board Meeting Tuesday January 10th 2023 @ 9am</p>
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