



**IRISH PLANNING  
INSTITUTE**

Institiúid Pleanála Na hÉireann

# **ANNUAL REPORT 2021**





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## REVIEW OF THE PRESIDENTIAL YEAR 2021

I am very conscious that for many of our members 2021 and the first months of 2022 will have been a most difficult period. I know that some of our members have lost family, friends or loved ones during this pandemic and as we return to the new normal. I want to extend my condolences to you on behalf of the Institute and I hope that time will help in your healing process.

Like most of you, I expected us to emerge from restrictions much earlier in 2021. This was not to be, but the silver lining of this dark cloud was our ability to substantially grow our policy and education activities in the virtual environment. We were also able to quietly and diligently contribute to a range of policy and practice developments in planning over the year. Indeed much of the work of the Institute goes on behind the scenes, be it dealing with media queries, press releases, engaging directly with stakeholders across different sectors, special planning events and attendance at key events. The year was successful from a media point of view as I was able to get the planning message out to the national media on a number of occasions on a range of important planning issues.

The Institute has traded successfully over the past year, by carefully managing our income and outgoings and delivering two very successful annual conferences in November 2021 and April 2022. I am pleased to reflect on some of the very significant work, undertaken by the Council and the IPI Executive under my stewardship this year.

POLICY WORK

The Institute has continued to be a vocal platform for sustainable development at national, regional and local level with central government and in national and local media. A considerable focus of my second year in Office has been around the delivery of submissions prepared by our various Committees during the year and representing our Members and their views to key stakeholders including the media, the Joint Oireachtas Committee and the Department of Housing, Local Government and Heritage.

I participated in the SHD Review Group established by the Department of Housing, Local Government and Heritage which led to an important new piece of legislation being drafted for Large - scale Residential Development. I spoke to the Joint Oireachtas Committee about this legislation as part of the pre-legislative scrutiny process.

The Institute undertook a nationwide survey of Planning Resources across Local Authorities and the Private Sector during the year and I have represented the concerns raised from this survey, notably about the chronic under resourcing of our Planning Departments, to the Minister and to the Department. We have used this work to highlight resourcing issues in planning at every opportunity.

During the year, our Council noted with increasing concern the rise in Judicial Review Cases taken against statutory planning decisions which are contributing to further delays in the delivery of housing and other critical infrastructure. The Institute is carrying out a review of these judgments to inform its position going forward.

As President, I have publicly welcomed the announcement that the Attorney General is undertaking a comprehensive review of planning laws. I am currently representing the Institute on the Planning Advisory Group for the review. In addition, the policy committee is preparing a more comprehensive submission to the review. The Institute is and will continue to contribute constructively to this review, but we will also remain firm on the fundamentals of our open and democratic planning system.

During 2021 and 2022, the Institute made numerous submissions on behalf of its Members including:

- Pre-draft Greater Dublin Area Transport Strategy
- National Development Plan Review
- National Investment Framework for Transport in Ireland
- Housing for All
- Dublin Port Post 2040 Dialogue
- Eirgrid: Shaping Our Electricity Future
- Education for Sustainable Development
- Expanding Ireland’s Marine Protected Area Network
- Maritime Area Planning Bill
- Draft Development Plan Guidelines
- Draft Greater Dublin Area Transport Strategy
- General Scheme of the Housing and Planning and Development Bill 2019
- NI Department of Infrastructure’s Review of Strategic Planning Policy on Renewable & Low Carbon Energy
- Construction Sector Group
- Emergency Response to Ukraine Crisis

I would like to thank my colleagues on Council and various Committees for their detailed input into the preparation of these submissions.

Looking forward, I have initiated a concise, high-level policy on Planning for Climate Action, which was signalled by the this year’s conference on Planning for Climate Action. I hope that the Institute will be in a position to publish this in 2022. Additionally, we have made provision for a review of Housing Policy within the context of Housing for All. This work will commence during the term of the new Council with a view to publishing this also in 2022.

MEMBERSHIP ENGAGEMENT

Notwithstanding the long periods under lockdown and knock-on restrictions to our traditional conference programme, membership retention and participation at IPI Events has never been stronger. A robust CPD Programme was delivered by the Institute during 2021 over two phases, comprising a Member-only CPD Programme in the Spring, and a Paid-for Programme in the Autumn. In total 19 individual CPD sessions were delivered in 2021 and 2022 to date and hundreds of Planners attend online. by the Institute during the year over two phases, comprising a Member-only CPD Programme in the Spring, and a Paid-for Programme in the Autumn. In total 9 individual CPD sessions were delivered and hundreds of Planners attended online.

The Institute delivered the following CPD Sessions to its Membership during the year:

Spring 2021:

- Planning Law Briefing
- Marine Spatial Planning Briefing
- Land Development Agency Briefing
- Environmental Impact Assessment and Appropriate Assessment Update

Autumn 2021:

- Urban Design CPD
- Transport Planning CPD
- Planning Law Briefing
- Shared Learnings CPD with An Bord Pleanála
- Shared Learnings CPD with the Office of the Planning Regulator

Spring 2022

- Design Manual for Urban Roads and Streets Series (with Engineers Ireland and RIAI)
- Digitalisation in Planning (with CiTA Digital Housing Series)
- Planning Law Briefing

ANNUAL CONFERENCES

Following a couple of postponements due to the pandemic we were able to get back on track again with a very successful annual conference on Delivering Plan-led Development in Wexford Town in November 2021. In-person attendance was very strong, and we also provided an option for online attendance. I also had the pleasure of awarding Fellowships to leading members of our profession. The hybrid mode was a first for us and it was a huge success. Feedback on the conference theme, speakers and hospitality and social events was consistently positive.

The annual conference for 2022 was held in Kilkenny City in April, where we tackled the critical challenge of Planning for Climate Action. It was also a pleasure to award Honorary membership to members who have provided outstanding service to the institute and profession over many years. Once again, attendance was extremely strong, and we have received very strong feedback on the venue, the City and the importance of the conference in refocussing our efforts as a profession.

All of this would not have been possible without the efforts of our Council and Executive, the speakers and contributors and, of course, our sponsors. Content from both conferences is available at [www.ipi.ie](http://www.ipi.ie).

A NEW PARTNERSHIP WITH RTPI

In 2020 I initiated a process towards closer working arrangement with our colleagues in the RTPI. In June 2021, following a series of discussions between our Institutes, I was pleased on behalf of the Irish Planning Institute to sign a Memorandum of Agreement with our colleagues in the Royal Town Planning Institute to provide the framework for our Institutes to work together more closely in the future. The Memorandum of Agreement provides a platform to enable planners to share good practice and to promote the value of the planning profession and its ideals. We have already shared our joint CPD offerings and notably collaborated with RTPI in the delivery of the Annual Conference in Kilkenny City in April. I look forward to seeing this relationship grow in the coming years.

THE NEW COMMITTEE STRUCTURE OF THE COUNCIL – TWO NEW COMMITTEES

At the 2020 AGM the IPI Membership approved my proposal to establish two new discipline and policy-based Committees of Council for Urban Design and Transport Planning. Convened by my colleagues on Council, Sarah Newell and Malachy Bradley, these Committees have got off to a strong start, inputting to our policy submissions and delivering two popular CPD events already last year. The new Committees join the discipline and policy-based Marine Planning Committee (Convened initially by Paul O'Neill and subsequently by Vice-President Brian Keaney) which was established in 2020, and has already made significant and critical contributions to national legislation, policy and professional development.

MANAGEMENT

Members will be aware that the Council has responded to allegations around management in the institute robustly and strictly in line with expert legal and advice. The Council has collectively stepped up to ensure that all Institute activities and functions are maintained, and where possible improved. The Council initiated some new practices for management and governance. A set of new policies and procedures will be circulated for consultation with members shortly, and it is hoped that this will be part of a more comprehensive review of the role and constitution of the Institute.

I am also delighted to welcome Sean O'Leary as Senior Planner of the Institute. This is a new executive role, which along with the Council will drive the policy, educational and research role of the Institute.

CONCLUSION

Planning is changing and the Institute is changing with it. In the coming years we will face new challenges in charting a course for sustainable development and dealing with climate change. I have focussed on developing an Institute that is centred on this task, by establishing a structure which is developing a sound policy platform and expanding our capacity in continuing professional development and education. This new approach has allowed us to extend our support to members across the country and to grow our membership base. This is work that will need to be continued beyond my Presidency. Going forward we will need to be an agile Institute, one that responds to, and supports, the growing importance and role of planning in Irish Society.

I would like to thank everyone who has participated in Institute activities this past year. In particular, I would like to pay tribute to our Vice-President Brian Keaney for his support and sound advice. I would also like to thanks those Officers and the Council Members (including our new co-opted Members) who have worked diligently for the Institute since our last AGM. I want to extend a special thanks to our invaluable and hard-working Committees and Committee members and to our members who have contributed so much to our professional development series. Their dedication and contribution to planning has inspired my Presidency.

As President I want to thank all of our Members for their enormous contribution to society in their role in keeping our planning system going and delivering on sustainable development throughout this challenging time.

Although it has been a challenging and very demanding Presidency, it has, first and foremost, been a great honour to represent you and to represent planning in this age of great change and uncertainty.

Dr Conor Norton MIPI  
Irish Planning Institute President 2020 to 2022



## 2. REPORT OF THE HONORARY SECRETARY

The report covers the period 1st October 2020 to 25th May 2022. The Council is the governing body of the Institute. In accordance with Article 3.1.1 the Council resolved in December 2021 to extend its term until June 2022.

### COUNCIL MEMBERS 2021/ 2022

- **President** – Dr Conor Norton MIPI
- **Vice-President & Marine Planning Committee Convenor** – Brian Keaney MIPI
- **Honorary Secretary** – Yvonne McMahon MIPI (Resigned as Hon Secretary on 3rd February 2022 and as Council Member on 20th March 2022)
- **Honorary Treasurer** – Ciara Kellett MIPI (Resigned 20th March 2022)
- Joe Corr MIPI (Resigned 20th March 2022)
- **Private Sector Committee Convenor** – Mary Mac Mahon MIPI (Resigned 20th March 2022)
- **Public Sector Committee Convenor** – Stewart Logan MIPI
- **Policy & Research Committee Convenor** – Anthony Abbott-King MIPI
- **Membership & Professional Practice Committee Convenor** – Colm Ryan MIPI
- **Branches Convenor** – Paul O'Neill MIPI
- **Technical & Education Committee Convenor** – Iain Douglas FIPI
- **Urban Design Committee Convenor** – Sarah Newell MIPI
- **Transport Committee Convenor** – Malachy Bradley MIPI

Due to the resignation of Yvonne McMahon as Honorary Secretary of the IPI, I was subsequently appointed Secretary on 3rd February 2022 for the remainder of the Council's term. The resignation of Joe Corr, Mary Mac Mahon, Ciara Kellett, Yvonne McMahon on 20th March 2022 necessitated the co-option of three, new Council members in accordance with 3.2.3 of the Constitution. Philip Jones FIPI, Joanna Kelly MIPI and Henk van der Kamp FIPI were co-opted onto Council on 29th March 2022 for the remainder of the Council's term. Iain Douglas FIPI was appointed as Honorary Treasurer of the Institute on 4th May 2022.

### COUNCIL MEETINGS

Up until November 2021 Council meetings were held generally every second month. After the Council meeting of 4th November 2021 Council met a further fourteen times. Council Meetings have been held mainly online via Zoom during this period. These further meetings included Special Meetings of Council to address issues of concern to members and to deal with important IPI management issues.

### ATTENDANCE AT COUNCIL MEETINGS

- Conor Norton: 21 out of 21 Meetings
- Brian Keaney: 21 out of 21 Meetings
- Anthony Abbott King: 17 out of 21 Meetings
- Stewart Logan: 17 out of 21 Meetings
- Malachy Bradley: 17 out of 21 Meetings
- Paul O'Neill: 16 out of 21 Meetings
- Iain Douglas: 16 out of 21 Meetings
- Sarah Newell: 16 out of 21 Meetings
- Colm Ryan: 9 out of 21 Meetings
- Philip Jones: 4 out of 4 Meetings
- Joanna Kelly: 4 out of 4 Meetings
- Henk van der Kamp: 4 out of 4 Meetings
- Joe Corr: 11 out of 15 Meetings
- Yvonne McMahon: 12 out of 15 Meetings
- Ciara Kellett: 12 out of 15 Meetings
- Mary Mac Mahon: 11 out of 15 Meetings

### EVENTS

As an emergency pandemic measure, and in line enabling, national legislation for holding of AGMs, the AGM was held online on 10th December 2020 and was well attended. As restrictions no longer apply the 2022 AGM will be held in-person at The Gibson Hotel on 9th June 2022, in line with the requirements of the IPI Constitution.

The online CPD series was introduced for Members only in the Spring and was very popular. The Autumn CPD was a paid-for option with a bundle package available. In total 9 online CPD sessions were delivered in 2021. The evolving Covid-19 restrictions meant the Council was formally given the go-ahead with the Annual Planning Conference in November 2021. The Conference was a notable success thanks to our Sponsors Failte Ireland, Wexford County Council, delegates and speakers as well as our organising Committee.

To date in 2022, the Institute has collaborated with Engineers Ireland and Royal Institute of Architects in Ireland to deliver 8, free-of-charge online workshops on a Design for Urban Roads and Streets series. This area of training was identified as a key priority by the IPI Transport Committee to develop bespoke training to Members. The Institute has also hosted a Law Briefing online for Members in April 2022 for Members only. Notably, another highly successful event was the Institute's Annual Planning Conference in April 2022 in Kilkenny on Planning for Climate Change. The conference was a sell-out and over 350 delegates attended in person and online. Feedback was very positive and augers well for next year's event.

### AND FINALLY

The Institute continues to play a major role in representing the planning profession and championing the Planning System and needs of Planners in Ireland. The Institute is represented on the following forums:

- Office of the Planning Regulator's National Planning Knowledge Group;
- Housing for All Stakeholder Group;
- Planning Advisory Forum;
- Town Centre First Group; and
- Department of Expenditure & Reforms Construction Sector Group.

I would like to thank the Council for their work and dedication to the Institute over this last term and, in particular, to our President Dr Conor Norton who has continued to raise the profile of the IPI as a champion for Planning, Planners and the Planning system.

**Anthony Abbott King MIPI**  
Honorary Secretary

### 3. REPORT OF THE HONORARY TREASURER

#### OVERVIEW

The Audited Accounts for the Irish Planning Institute are appended to this Report. The Accounts refer to the period of 1st October 2020 – 30th September 2021. Due to anomalies identified in the aged debtors listings, which resulted in excess of €20,000 additional bad debt being identified in the accounts, it was considered necessary to update the Financial Statement in February 2022 to reflect these figures as they were considered material changes to the accounts from this financial period.

The income for 2021 was €222,453\* a decrease of 32% from 2020 (€325,930), the expenditure for 2021 was €301,855, a decrease of 6% from 2020 (€321,464) and the surplus for 2021 was €12,795, in comparison to €4,475 recorded in 2020.

\*In addition, €66,605 was received during this reporting period for the Employee Wage Subsidy Scheme, which is factored into the surplus recorded for 2022.

#### INCOME

Covid-19 and ongoing public health restrictions continued to impact significantly on the financial performance of the Institute. During the Financial Year, the Institute were unable to deliver any in-person events or conferences, leading to a loss in revenue of approximately €155,000. Some of this was offset by income supports received towards payroll costs under the EWSS of €66,605. The Institute ceased being in receipt of the EWSS in October 2021.

Membership growth and Membership retention has improved significantly during the term of this Council. Income raised from Membership Subscriptions reached €172,680, reflecting the growth in Membership and increased retention of Members running at over 96%.

The Autumn 2021 CPD series delivered online yielded €40,000 in income. The Institute plans to expand on our CPD programme of events for Members over the remainder of the year. Owing to the financial period in this report, the 2021 Annual Planning Conference in Wexford and the 2022 Annual Planning Conference in Kilkenny will feature in the accounts to be published later this year.

#### CREDIT CONTROL

It has emerged that credit control in recent years within the Institute has not been as rigorous as it perhaps should have been. The Institute has recorded a total bad debt of €53,792. Substantial time and effort has been given over the past six months has been given to developing more appropriate structures for the financial operation of the Institute. The F&GPC have taken and will continue to have a much greater role in overseeing the general and financial operations of the Institute.

#### LESSONS FOR THE REMAINDER OF 2022

The F&GPC will continue to provide greater oversight into the financial controls of the Institute and advise Council on all financial related matters. The Institute will continue to monitor income and expenditure closely in line with the budget prepared for 2022.

#### FINANCE & GENERAL PURPOSE COMMITTEE (F&GPC)

The Finance and General Purposes Committee considers and advises the Council on the financial affairs of the Institute and on any other matters not covered by other Committees.

The purpose of the committee is to provide staff oversight and set the goals for the Executive

(through the Vice President); determine the remuneration of employees; to organise the annual dinner; to organise the National Planning Awards; to oversee the subscription process; prepare and monitor the annual budget; to determine the Remuneration of consultants and service providers; to monitor commercial arrangements and sponsorship; the marketing and branding of the Institute; to ensure compliance with data protection and health and safety requirements.

#### FINANCE AND GENERAL PURPOSES COMMITTEE 2021

The Committee membership of the F&GPC during this financial reporting period was:

- Ciara Kellett MIPI – Convenor and Honorary Treasurer
- Brian Keaney MIPI
- Yvonne McMahon MIPI
- Joe Corr MIPI
- Brendan Allen FIPI

Council resolved on 13th January 2022 to reconstitute the Finance and General Purposes Committee 2021.

#### Reconstituted Finance & General Purpose Committee from 25th February 2022

- Ciara Kellett MIPI - Convenor and Honorary Treasurer (Resigned 20th March 2022)
- Iain Douglas FIPI – Convenor and Honorary Treasurer (Appointed 26th April 2022)
- Brian Keaney MIPI – Vice President
- John Martin FIPI (Appointed 25th February 2022)
- Sean O’Leary MIPI (Appointed 25th February 2022)
- Deirdre Fallon MIPI (Appointed 25th February 2022)
- Gerry Sheeran FIPI (Appointed 25th February 2022)

Due to the resignation of Ciara Kellett from her role as Honorary Treasurer and Council Member, I was subsequently appointed Honorary Treasurer for the remainder of the Council’s term.

The reconstituted F&GPC has met on a monthly basis since February 2022. A significant amount of work has been undertaken to regularise financial controls and procedures within the Institute over the past number of months. The Committee has also begun to identify potential locations for our flagship event, the National Planning Conference in 2023.

While the Council resolved to extend the Council term to June 2022, this has not impacted our financial year period and an updated set of accounts will be published later this year. All decisions by Council relating to the publication of the accounts of the Institute has been guided by the professional advice received from our appointed Auditors, Dermot O’Malley & Co.

#### APPOINTMENT OF AUDITORS

I am pleased to recommend the retention of Dermot O’Malley and Co. as the auditors and financial advisors to the Institute and I would like to thank them for all their diligent work and professional advice to date.

**Iain Douglas FIPI**  
Honorary Treasurer

# 4. REPORT OF MEMBERSHIP & PROFESSIONAL PRACTICE COMMITTEE

Convenor: Colm Ryan (MKO)

Members:

- Stephen Walsh  
High Court
- Odran Reid  
TU Dublin
- Tricia O’Sullivan  
TPlan
- Sarah Moran  
An Bord Pleanála
- Roisin Burke  
Fingal County Council



The MPCC Convenor presents recommendations of the MPPC to the Council for review and these may be accepted or referred back to the committee for further consideration. At times additional information is requested from the applicant either in relation to the education or professional experience post qualification. The process thus ensures that all applications are considered in depth. This process is facilitated by the fact that the membership of the committee includes practitioners from private and public practice as well as education. Student applications are normally only accepted from students who are enrolled in a programme that is accredited by the Institute.

## ROLE OF MPPC

- Develop and approve workplan with IPI Council
- Access applications for membership of the Institute
- Formulation and application of rules and regulations on general membership policy
- Framing of rules and regulations for professional conduct of Corporate/ Fellow members
- Assessment of any allegations of unprofessional conduct and on the taking of disciplinary action in any case
- Implementing the membership recruitment and retention strategy
- Advancing and implementing proposals for professional recognition

## PROFESSIONAL CONDUCT

During 2021 two complaints were received regarding IPI Members which were investigated in accordance with the Professional Code of Conduct. Following a rigorous assessment process carried out each complaint by the MPPC. The MPPC requested further information from the complainants to enable the investigation of the matters alleged. Both complaints are still ongoing.

## 2021 MEMBERSHIP APPLICATIONS

2021 marked a strong year for Membership of the IPI. A total of 189 applications were reviewed between 1st October 2020 to 30th September 2021. Of this, 170 (90%) were approved for membership. Sixteen of these were members upgrading to Corporate membership and two were members elected to Fellowship.

In 2021, a 32% increase of successful membership applications was recorded in contrast to the 128 applications approved in 2020. Notably, Corporate Membership applications approved increased by 35%. Graduate membership applications approved increased by 57%. Student membership applications approved increased by 20%.

### Breakdown of Membership Applications Approved by Council from 1st October 2020 to 30th September 2021

- Student – 70
- Graduate – 30
- Corporate – 66
- Affiliate – 2
- Fellow – 2
- Honorary – 0

A small number of applications received from 1st October 2020 to 30th September 2021 are still under review.

## AFFILIATE MEMBERSHIP

At the 2020 AGM, the membership voted in favour of amending the Affiliate Membership category to reflect the growing importance for the IPI to recognise specialists working within the planning profession.

Section 2.5.1 of the Constitution now reads as:

*In accordance with its stated aims of being a learned and professional body, the Institute shall include as eligible for Non-Corporate membership persons who have a primary or post-primary degree (or equivalent) related to planning in the opinion of the Council, who have been engaged for a minimum of two years in approved research or practice related to planning including but not limited to Ecology, Conservation, Urban Design, Transportation Planning and Marine Spatial Planning.*

## 2022 WORK PROGRAMME

The MPCC will continue to deliver on its key responsibilities while also devising new measures to ensure consistency of membership recommendations. Furthermore, the MPCC will endeavour to ensure the membership process is as efficient and user friendly as possible.

**Colm Ryan MIPI**  
Membership & Professional Practice Convenor

# 5. REPORT OF POLICY & RESEARCH COMMITTEE

The IPI Policy & Research Committee objective is to shape the direction of planning policy in Ireland through advocacy and to enhance the research capacity of the Institute and of the profession through independent and joint research. In 2021 the Committee consisted of the below members working in the public, private and semi-state sectors.

- Anthony Abbott King  
Convenor and Chair
- Henk van der Kamp  
RW Nowlan & Associates
- Philip Jones  
IPI Honorary Member
- Paula Galvin  
McCutcheon Halley
- Stephen Blair  
John Spain Associates
- Sinead O'Malley  
Coillte
- Joanna Kelly  
Louth County Council

In the last year the Policy and Research Committee met on six occasions.



## POLICY & SUBMISSIONS

The Policy & Research Committee has responsibility for the organisation and research of submissions for approval by Council. One of the key activities of the Institute is representing the planning profession and responding on its behalf in relation to upcoming legislative changes and policy guidance that emanate from Government. In general, submissions are prepared in consultation with the membership of the Institute and the IPI's thematic Committees. Full and active participation by members in the drafting and review of submissions is essential to ensure that representations made by the Institute capture the views of members and the profession as a whole. For that reason, the Institute is sincerely grateful to all members who participated in the drafting of submissions in any way.

The establishment of the Transport, Marine Spatial Planning and Urban Design Committee has greatly assisted the Institute in the development of policy and the Committee's have made key contributions to the preparation of policy submissions in the past year. To assist in the workload of the Policy & Research Committee the thematic committees have assumed responsibility for the development of each areas policy within the IPI with this Committee acting as the overarching Committee to review and agree on policy positions.

The following IPI submissions were made in this reporting period:

- Comments on the General Scheme of the Land Development Agency (December)
- Pre-Draft Greater Dublin Area Transport Strategy (January)
- National Development Plan Review (February)
- National Investment Framework for Transport in Ireland (May)
- Housing for All (May)
- Dublin Port Post 2040 Dialogue (June)
- Eirgrid: Shaping Our Electricity Future (June)
- Education for Sustainable Development (July)
- Expanding Ireland's Marine Protected Area Network (July)
- Maritime Area Planning Bill (September)
- Draft Development Plan Guidelines (October)
- Draft Greater Dublin Area Transport Submission (January 2022)
- General Scheme of the Housing and Planning and Development Bill 2019 (February 2022)
- NI Department of Infrastructure Review of Strategic Planning Policy on Renewable & Low Carbon Energy (February 2022)

## STRATEGIC PRIORITIES

In advance of the public consultation on Housing for All the Committee undertook an extensive analysis of housing research and policy to inform the IPI's position for the Consultation. The analysis formed the basis of the IPI's recommendations and observations in the submission. The Committee's strategic priorities of fiscal and viability policy as well as renewing the planning system were addressed in the review.

## 2022 WORK PROGRAMME

The Committee will play a key role in developing a robust policy position and response to the ongoing review of the planning system. In addition, the Committee will continue to respond to emerging issues facing planners and the planning system. Lastly, I would like to thank the members of the Committee for their work and support throughout my term as Convenor and Chair of the Policy & Research Committee.

**Anthony Abbott King MIPI**  
Convenor, Policy & Research Committee

## 6. REPORT OF MARINE SPATIAL PLANNING COMMITTEE

The Committee comprises a group of individuals with a broad range of expertise from across planning in Ireland, all of whom have experience in dealing with planning in the marine environment. The Marine Planning Committee has been extremely active over the past year. The Committee met on six occasions, and consists of:

Convenor: Brian Keaney  
Dublin City Council

Chair: Robert Fennelly  
Southern Regional Assembly

- Paul Lawlor  
TU Dublin
- Heather Ritchie  
Ulster University
- Sybil Berne  
MacCabe Durney Barnes
- Alan Di Lucia  
Mayo County Council
- Stephen Kay  
An Bord Pleanála
- Liam Bowe  
Wexford County Council
- Anne Marie O'Connor  
Office of the Planning Regulator
- Conor Crowther – AOS Planning  
(Since September 2021)



**At the end of 2020, Paul O'Neill stepped down as the Convenor of the Marine Spatial Planning Committee, and Brian Keaney was appointed as the Convenor for 2021.**

The Marine Spatial Planning Committee was established at the 2019 AGM to reflect the growing importance of marine spatial planning and ensure that the Irish Planning Institute is central to developing this new area of planning in Ireland. The role of the Marine Spatial Planning Committee is to contribute to and advance the development of the Institute's marine planning policy, as well as promote awareness of marine spatial planning amongst planners, stakeholders and the general public. It is also responsible for developing and promoting training and education for members in the field of marine planning. It is critical that, as 2022 looms large, planners working in areas that interact with the marine environment understand the significant legislative and policy changes that are occurring and will have an impact on their work.

### 2021 WORK PLAN

In order to structure the activities of the committee, a work plan was prepared and agreed with Council. The work plan has formed the basis of the work undertaken by the Marine Spatial Planning Committee over the last year. Each item from the work plan is addressed below.

### IPI MARINE SPATIAL PLANNING POLICY

The Marine Spatial Planning Committee assumed responsibility for the development of the Institute's marine planning policy and it will assist Council in framing more informed evidence-based policy submissions in this area going forward. In 2021, the National Marine Planning Framework was released

concurrently with the publication of the Maritime Area Planning Bill. The Committee carried out an extensive review of the Maritime Area Planning Bill and prepared feedback on the Bill for consideration by the Marine Planning Unit in the Department of Housing, Local Government and Heritage. The Committee also prepared a submission to the public consultation on the expert advisory group's report entitled 'Expanding Ireland's Marine Protected Area Network' that will determine the process by which Ireland's network of MPAs will be expanded.

### ENGAGING WITH KEY STAKEHOLDERS

A key objective of this Committee is to engage with relevant key stakeholders in Marine Spatial Planning. The Committee has engaged directly with representatives from the Marine Planning Unit in the Department of Housing, Local Government and Heritage throughout the year to discuss how the Institute can assist with training and skills development arising from the requirements of any new marine planning policy and legislation. Department officials also provided a departmental update on key policy and legislative changes at a committee meeting during the year.

In addition, the Committee has engaged with the Marine Institute of Ireland to foster stronger relations and to learn about its marine related research and development. The Marine Institute kindly provided a briefing of their ongoing work to the Committee, and it is expected that the Committee can, in turn, feed back into the work of the Marine Institute and a permanent bilateral relationship can emerge as a result.

### MARINE PLANNING EDUCATION AND TRAINING

A key priority of the Committee is to develop training and education in the area of Marine Planning. The Committee organised a marine spatial planning CPD event with Tom Woolley and Paul O'Neill from the Marine Planning Unit in the Department of Housing, Local Government and Heritage in the first quarter of 2021 to inform planners of upcoming legislative and policy changes, as well as generally promoting marine planning amongst IPI Members. A total of 270 IPI Members registered for the webinar.

As further marine planning legislation and policy is finalised in the coming year, the Committee will identify specific training requirements and develop

continuous professional development seminars for Planners. To assist in this exercise the Committee has met with MaREI, Science Foundation Ireland's Research Centre for Energy, Climate and Marine and commenced a collaborative training / education needs assessment.

The Committee actively engages with the Technical & Education Committee (TEC) on training and education matters to ensure a proactive and collaborative approach on matters concerning marine spatial planning. A key action currently being completed in conjunction with the TEC is the development of a joint pilot module on Coasts, Rivers and Marine in IPI Accredited Planning Schools to equip planners with the necessary holistic skills and knowledge base in marine spatial planning.

### MEMBERSHIP

At the 2020 AGM, the membership successfully passed a motion to amend the Affiliate Membership category. Affiliate Membership now permits membership for suitably qualified specialists who work closely with the planning profession, including marine spatial planning. The Committee will liaise closely with the Membership & Professional Practice Committee to discuss the educational and professional experience criteria required for potential applicants.

### GOING FORWARD

As we move into 2022, the planning profession will need to continue to diversify and strengthen our skills to adapt and position the profession to lead in marine spatial planning. The Marine Spatial Planning Committee will continue to deliver on its key responsibilities and strive to progress its work in several areas in 2022, including training and education, developing IPI policy and stakeholder engagement.

Finally, I would like to take this opportunity to thank Committee Members, Robert Fennelly, as Chair and Michelle Ball, Policy & Membership Coordinator, for their collaborative support and commitment to driving the marine planning agenda within the Institute over the last year.

### Brian Keaney MIPI

Convenor, Marine Spatial Planning Committee & IPI Vice President 2020-2021

# 7. REPORT OF TRANSPORT COMMITTEE

The Committee comprises a group of individuals from a variety of backgrounds with a broad range of expertise from across planning, all of whom have experience and interest in transport planning.

Convenor and Chair: Malachy Bradley – Fingal County Council

Committee:

Edel Kelly – Dublin City Council

Ann Bogan

Kevin Burke – DBFL Consulting Engineers

Sarah Rock – TU Dublin

Tara Spain – Transport Infrastructure Ireland

David Clements – National Transport Authority

Mike Higgins – RPS Group

The Committee has met on a quarterly basis since its establishment in 2021.



At the 2020 AGM, the membership voted in favour of establishing a new Transport Committee in order to reflect the importance and central role that transport performs in land use and spatial planning in Ireland. The overall goals of the Transport Committee are:

- To develop robust policies for the Institute in transport and transport planning.
- To develop and advance the discipline of transport and mobility within the planning profession in Ireland.
- To determine appropriate ongoing CPD and professional education for transport planning, in partnership with other education providers, and to advise on, and assist in, its delivery.
- To develop and maintain networks between the Irish Planning Institute and key stakeholders in transport planning, domestically, cross-border and internationally.

## WORKPLAN

Following the establishment of the Committee, a number of key priorities from the overall

Committee goals were identified and agreed to progress during the term of the Committee. These priorities formed the basis of reports by the Convenor at each Council Meeting. The specific workplan items are addressed below.

## IPI TRANSPORT POLICY

A key priority for this Committee is to enhance and develop a robust policy on transport and

transport planning. At the beginning of the year, a submission on the Greater Dublin Area Transport Strategy review and issues paper was prepared in November 2020. This was followed by a submission to the draft Strategy that was published in November 2021. The Committee also inputted to the IPI Submission on draft Development Plan Guidelines for Planning Authorities. In addition, the Committee prepared a response to the National Investment Framework for Transport in Ireland in May 2021.

## CONTINUOUS PROFESSIONAL DEVELOPMENT

The Transport Committee has assumed responsibility for the organisation and development of transport related training for planners. The Committee organised a CPD event on 8 October 2021 and 150 people registered for the event. Feedback was positive from the event. The webinar focussed on the role of the transport planner in the preparation of Regional city transport strategies, implementing the strategies at a local level and the concept of the 15-minute city framework. Thank you to our speakers David Clements, Kevin Burke and Robert Fennelly for presenting at the event.

The Committee also worked with Engineers Ireland and the RIAI to deliver DMURS Training in an online CPD format. It is hoped this event will lead to future collaboration between these representative bodies.

## ACTIVE TRAVEL TEAMS IN LOCAL AUTHORITIES

Following the announcement of 218 roles in Local Authorities and 30 roles in Regional Offices in Active Travel, the Committee recommended that the IPI should issue correspondence to the National Transport

Authority, Department of Transport and CCMA regarding the need for a multi-disciplinary approach to the recruitment of these posts. The IPI also highlighted the critical role planning and planners have to play on these teams. The IPI corresponded with the Ministers of the two relevant departments to promote the role of planners in the delivery of Active Travel measures and will continue to champion the role of planning and planners in Transport with key stakeholders.

## AFFILIATE MEMBERSHIP

At the 2020 AGM, the membership successfully passed a motion to amend the Affiliate Membership category. Affiliate Membership now permits membership for suitably qualified specialists who work closely with the planning profession, including transport planning. The Committee have begun identifying specific courses that could be accepted by the Membership & Professional Practice Committee when an application may arise. The Committee have been liaising with the Membership & Professional Practice Committee and Technical & Education Committee to discuss the educational and professional experience criteria required for potential applicants.

## CONCLUSION

The workplan and varied output of this Committee demonstrates the importance of transport in land use planning and in the increasing integration of the disciplines in the delivery of new communities. I trust that the goals set out by this Committee are continued by the Institute and see the promotion of transport planning as a specialized discipline within the planning sphere.

Finally, I would like to take this opportunity to thank my colleagues on the Committee for their work, commitment and support over the past term of this Committee.

**Malachy Bradley MIPI**

Convenor and Chair, Transport Committee

# 8. URBAN DESIGN COMMITTEE

The Committee comprises a group of individuals with a broad range of expertise from across public and private sector, all of whom have experience in implementing best practice urban design.

The committee consists of:

**Convenor:**

Sarah Newell MIPI, Limerick City and County Council

**Members:**

Charlotte Sheridan MIPI, Sheridan Woods Architects + Urban Planners

Eoghan Ryan MIPI, Kildare County Council

Jason Taylor MIPI, Department of Housing, Local Government and Heritage

Tadhg Daly MIPI, Dublin City Council

Lorcan Griffin MIPI, Cork City Council

David Mulcahy MIPI, David Mulcahy Planning Consultants



The Urban Design Committee is a newly established executive Committee, formed in February 2021. It currently consists of seven Members with a strong background in urban design from both the private and public sector, and we hope to welcome more members to participate in this Committee structure in the future.

The Committee considers and advises Council on matters relating to urban design policy and guidance, CPD programmes and education. Covid 19 brought about many challenges. However, the availability on online communication greatly assisted in the convening of meetings throughout 2021 and 2022.

The Urban Design Committee has facilitated and delivered during 2021:

In March 2021 - A letter of support to accompany a written submission by a group of sunlight/daylight consultants regarding the status of now withdrawn BS 8206-2: 2008 – ‘Lighting for Buildings – Part 2: Code of Practice for Daylighting’ and of the then newly adopted IS EN 17037:2018: Daylight in Buildings under the planning process

In April 2021: The Committee finalised a repository of photographs and plans of good practice case studies on density in Irish Context, specifically looking at how to provide a variety of typologies within the plot to deliver optimum density scenarios.

In September 2021: The Committee’s first online Urban Design CPD with diverse themes such as green/blue infrastructure to tactical urbanism. We particularly wish to thank Sharon O’Gara (Kildare County Council), Daragh Sheedy (Fingal County Council) and Jason Taylor (Department of Housing, Local Government and Heritage) for sharing their knowledge and also to Brendan Allen for chairing the event. Over 150 participants attended.

In January 2022: The Committee provided input to a written letter to the Minister for Housing, Local Government and Heritage on behalf of the IPI President regarding ‘Housing for All’ posts. The Committee and President of the Institute expressed disappointment at the lack of planning and urban design expertise in the sanctioning of additional posts to Local Authorities for the most significant housing programme in the history of the State.

The Urban Design Committee has the following work programme ahead which includes:

- A paper on Design Review Panels - learning from international experience to deliver a pilot design review panel system in Local Government
- A paper investigating a pilot Shared Service model for Urban Design Professionals
- Planning a series of CPD events looking at Placemaking for Different Needs, Diverse Densities, Climate Change and Mixed-Tenures

The Committee will also continue to play its part in delivering meaningful CPD to IPI Members across the public, private and academic sectors and promote the role of multidisciplinary planning to include urban design.

**Sarah Newell MIPI**  
Convenor, Urban Design Committee



# 9. REPORT OF TECHNICAL & EDUCATION COMMITTEE

Convenor: Iain Douglas FIPI

Chair: Paula Russell – University  
College Dublin

Members:

- Gerry Sheeran FIPI
- Tim Walsh MIPI  
Wicklow County Council
- Jeanette Fitzsimons MIPI  
University College Cork
- Lara Gough MIPI  
Mott McDonald
- David O'Connor MIPI  
Technological University Dublin
- Michelle Breslin MIPI  
Dun Laoghaire Rathdown  
County Council
- Niall Cussen  
Office of the Planning Regulator

The Technical & Education Committee (TEC) met five times between October 2020 and September 2021. At the beginning of 2021, Ciaran Tracey, long-serving Committee member retired from the Committee. I would like to take this opportunity to commend Ciaran on his dedication, contribution and support to the Institute over the years.



## ROLE OF THE TECHNICAL AND EDUCATION COMMITTEE

The Committee is responsible for:

- Continuing Professional Development (CPD) policy, implementation and oversight;
- Implementation and monitoring of the Education Guidelines;
- IPI Mentoring Scheme;
- Developing a calendar of CPD events;
- Accreditation of planning courses;
- Public education and awareness.

## CONTINUING PROFESSIONAL DEVELOPMENT POLICY & GUIDANCE NOTE FOR MEMBERS

The Committee undertook a review of the IPI's Continuing Professional Development (CPD) Guidance Note. The purpose of this guidance note is to;

1. Outline the need for CPD.
2. Set out the policy of the Irish Planning Institute on CPD.
3. Clearly set out the members' requirements with regard to CPD.
4. Provide supporting guidance and advice on meeting the CPD obligations and demonstrating compliance.
5. Explain how CPD is monitored.
6. Explain the consequences of non-compliance.

A frequently asked questions document was also prepared to assist members with general queries regarding CPD requirements in the IPI.

## CPD ACTIVITIES IN 2021

In 2021, the IPI continued to deliver training to our members online. The move to online CPD allowed the Institute to deliver accessible training to Members across the country. By leveraging technology, the Institute were very pleased to attract record numbers to our online events, for which we received positive feedback. The TEC would encourage all members to log their CPD points obtained in 2021 through their member account on the IPI website [www.ipi.ie](http://www.ipi.ie).

## QUALITY AND QUALIFICATIONS IRELAND

The TEC recommended that the IPI as a professional accrediting body, endorse Principles for Professional Engagements with Education Providers, including Programme Validation, Professional Accreditation and Approval (Published on 17 June 2021), produced by Quality and Qualifications Ireland (QQI). The IPI's Educational Guidelines already embody many of the principles contained within the report, and the IPI will endeavour to ensure compliance with these principles in future accreditation processes.

## EDUCATION ON SUSTAINABLE DEVELOPMENT

The Committee led on the preparation of the IPI's response to a public consultation on Education for Sustainable Development. The IPI plays an important role in shaping planning education, particularly in meeting real needs of society at a local and global level. The IPI campaigned for a greater awareness of sustainable development in secondary school education, which can potentially lead to a career in planning, one of the most important systems for sustainable development.

## MSP EDUCATION IN IPI ACCREDITED PLANNING SCHOOLS

Following an audit conducted in conjunction with the Marine Spatial Planning Committee, the IPI accredited planning schools have acknowledged the need for marine spatial planning education in planning schools and are currently discussing the idea of delivering a joint pilot module on Rivers, Coasts and Marine. The Committee will continue to support and drive this initiative in consultation with the Planning Schools and the Marine Spatial Planning Committee.

## MENTORING SCHEME

Following an initial successful trial in 2017, it has been agreed to establish the mentoring programme, on a more permanent basis. The scheme matches planners at all stages of their career with senior planning professionals for a period of six months. The scheme consists of nine pairs from a range of backgrounds in planning. The six-month cycle ran from October 2020 to April 2021. Thank you to all the Mentees and Mentors who kindly volunteered to participate in the scheme. The IPI will issue an expression of interest to Members interested in participating in the scheme in early 2022.

## 2022 WORKPLAN

The Committee will continue to deliver on its key responsibilities. A number of key actions have been identified for the forthcoming year, including:

- Launch another cycle of the IPI Mentoring Scheme.
- Monitor CPD logged by Members.
- Liaise with the Marine Planning Committee on marine planning education and training requirements for planners.

Finally, I would like to take this opportunity to thank my colleagues on the Committee for their support and invaluable contributions during my term as Convenor of the Technical & Education Committee.

**Iain Douglas FIPI**

Convenor, Technical & Education Committee

## 10. REPORT OF PUBLIC SECTOR COMMITTEE

### Convenor:

- Stewart Logan - Department of Housing, Local Government and Heritage

### Members:

- Angela McEvoy – Laois County Council
- Brian McCarthy – Clare County Council
- Nicholas O’Kane – Cavan County Council
- Clare Bannon – Eastern and Midlands Regional Assembly
- Liam McGree – Waterford City and County Council



**Stewart Logan MIPI**  
Convenor, Public Sector Committee

The Committee led a major survey of Senior Planners to ascertain capacity levels and key concerns around Planning within the Local Authorities focusing on skill set requirement and specialisms within planning. The results of this feed into stakeholder engagement and the work undertaken by the Council to champion the increased resourcing of the Planning System.

A major piece of work undertaken by the Committee was the organisation of the Programme for the Annual Planning Conference 2021 – the first significant get together for the Planning Community in over two years which this year will be hosted by Wexford County Council. The Committee has also actively supported the 2021 Senior Planners Forum which was held on the opening day of the Conference on 17 November.

Moving forwards into the new Council, the Committee will continue to focus on providing a Forum for Public Sector Members to share ideas and learnings, to input into the IPI CPD Programme and Events Programme, stakeholder engagement and policy submissions. A particular focus will be on the sufficient resourcing of the Planning System. I would like to thank my colleagues on this Committee for their support in helping me ensure the Institute delivers for its Members working in the Public Sector.



## 11. REPORT OF BRANCH COMMITTEES



**Paul O'Neill MIPI**  
Convenor, Branch Committees

The onset of Covid-related restrictions on travel and public gatherings have had a significant negative impact on the activities of the regional branches in the past two years, as with much of Irish society. The Institute has been unable to organise regional events and branch committee activity was reduced to a standstill. The move to online events and interactions has had an extremely positive impact on access to CPD events by those that previously had to travel long distances or were simply unable to commit the time to do so, but the other side of that coin is that there is less of an impetus to consider organising regional events. The associated networking and social interactions do not, therefore, take place in the same way as before.

It is vitally important to the profession that the branches remain active, particularly the regional branches, and that planners at the start and end of their careers interact and learn from each other in a collegiate fashion. The Institute is calling on those planners in the regions to reinvigorate the branch networks and seek out colleagues in their areas to identify and address regionally specific issues. The Institute is ready and willing to provide funding to hold regional events and to facilitate planners across the entire island, north, south, east and west, to encourage us to gather together again now that restrictions have lifted and meet face to face and share our experiences.

While restrictions have reduced branch activity, it should be noted that the Private Practice Branch and the Cork Branch have remained active, insofar as conditions have allowed, and the Institute thanks those members responsible for their efforts and commitment. In particular, the Cork Branch recently called for interested members to reach out to them and we would like to use this opportunity to call again on members in the Cork area to contact their branch and get involved in its running. Interested members can email [corkarea@ipi.ie](mailto:corkarea@ipi.ie)

All other members interested in reinvigorating the branches in their areas should contact the IPI and the new Council will facilitate new Committees as required.

## 12. REPORT ON EUROPEAN COUNCIL OF SPATIAL PLANNERS (ECTP-CEU) AND INTERNATIONAL INITIATIVES

**Henk van der Kamp FIPI**

ECTP-CEU Honorary President and  
joint IPI Delegate.

During 2020 no physical general assembly meetings took place. Planned meetings in Bergen (Norway) and Athens (Greece) were postponed. The traditional Spring and Autumn General Assembly meetings however did take place by zoom in May and October. At the time of writing, the first physical General Assembly meeting following the travel restrictions during the pandemic, will have taken place in Athens. This meeting will also facilitate participation by zoom and will elect a new Executive Committee. During 2020 the changeover from Julian Hills to Martine Coets-Gaibili took place and Julian was thanked for his many years of contribution to the ECTP as secretary. We also had to accept that Rachel Ivers had to resign due to work pressure. This resulted in the fact that the IPI had only one delegate remaining and also lost its seat on the Executive Committee (ExCo). The Young Planners Initiative continued although physical meetings were of course missed by participants. The theme for the 2020 Young Planners Workshop was 'Heritage in a Planning Context'.

The stated aim of the workshop was to question and understand the dynamics and interactions between cultural heritage, conservation, sustainability and the planning context. One of the questions addressed in the workshop is the contribution that heritage protection of groups of buildings as well as individual buildings can make to climate action measures and how important it is for sustainable development patterns. The e-book can be downloaded from the ECTP-CEU website.

An initiative not without controversy amongst the member associations of ECTP, was to collaborate with the US Lincoln Institute in collecting case studies of Post-COVID recovery plans. Such recovery plans build on the initiative of ECTP to prepare and agree a Manifesto on the implications of the COVID pandemic on urban settlement and planning response. The re-start Manifesto explores the effects of the pandemic on our future living and working environment. As these (long term) effects are still uncertain the learning amongst member associations of ECTP from experience throughout Europe, remains very relevant and of interest to planners in all countries. In its meeting in October, the General Assembly approved the Re-START Europe Declaration as a joint project between the LINCOLN Institute and ECTP-CEU to collect case studies across the membership associations.

Finally, an initiative to start a mutual recognition agreement initiative with the French member association (SFU) has been proposed by the French delegate and Honorary President Dominique Lancrenon. Council has welcomed this proposal and has agreed to participate in the study which will build on the results of the Working Group on Professional Recognition of which I was the Chair. Most work will be done during 2022. It is hoped that such mutual agreements (which already exist with New Zealand and Australian planners associations) will be of benefit to members, in particular young planners.



## IN MEMORIAM

### Dr. William Brady MIPI

By now you may have heard the very sad news that our big-hearted, kind and inspirational friend **Will Brady** sadly passed away during the morning of the 13th of April 2022.

As a friend, colleague, educator and influencer within Ireland's planning profession, Will's sparkling personality, charisma and loving nature endeared him to anyone that he encountered, enriching their lives and leaving a sprinkling of magic dust on those that had the privilege of his company. Forevermore in our minds, Will has left a lasting legacy in academia, the planning profession, Ireland's built environment and Irish society.

In a planning sense, Will's first love was teaching, and he was driven by a desire to have a positive influence on the lives of all his students, selflessly imparting his knowledge, sharing his wisdom, and provoking debate and personal reflections, as he shaped the future generations of Ireland's planning professionals. Will was at the beating heart of the UCC planning school almost since the day it was set up. Not only did he help many cohorts of M.Plan students get their start on their graduate journey, he also made a significant mark on our discipline in the world too.

Will's formal journey into planning began in 2001 where he joined UCD's Masters in Regional and Urban Planning and successfully graduated in 2003. With over 50 students in that class, Will's natural aptitude for planning and his intellect shone through, as he excelled in every facet of the masters programme, demonstrating an innate academic rigour and a deeply reflective mindset, as he challenged convention and brought an innovative approach and strategic foresight that distinguished him as a future leading light and thought-leader in the Irish planning profession. He certainly didn't disappoint.

Amongst his planning peers, Will represents the epitome of leadership, inspiring those around him without a hint of ego. His approach was to support and guide others, unwaveringly and unselfishly viewing our task through a collective lens that is fed by a broader ambition of having a tangible influence on Irish society. Will brought all of this to bear throughout his career starting by managing the Cork office of Matrix Associates, overseeing high profile projects both in Ireland and Britain. These included development frameworks for Cork's docklands and historic centre; his thoughts and planning fingerprints are now very much ingrained in the DNA of Cork's evolving urban scene. Later on, his doctorate ('Essays in strategic spatial planning') became a seminal piece, many chapters of which have now been published and have been influential in public debate at the city-region scale and beyond. And he contributed significantly to the technical and educational effort of the IPI as well for a number of years.

Will lived with the effects of ALS / Motor Neuron Disease since around 2016. During this time he quietly completed his PhD and continued to write, research and - most especially - to teach with a passion for his subject and a deep concern for the well-being and professional formation of his students. In more recent times especially, this involved developing a creative and bespoke set of teaching methods which quietly and effectively fitted in with his changing physical circumstances. As his booming baritone began to wane, new learning technologies helped to make his teaching a smoother process for everyone. But this entire effort was led by Will himself: always with good cheer, with a cheeky wit and with utmost sincerity.

*Go gcumhdaí Dia thú, a Will, I gcroí a bhoise.*

**Brendan O'Sullivan and Jason Frehill**



# AN APPRECIATION

## Ciarán Tracey

Ciarán is a native of Athlone but in his youth he lived in a number of places and during his career he lived in Waterford, Dublin and for the last 19 years in Leitrim.

He was educated at St Camillus’ College, Westmeath. He then went to UCD to first to obtain a B.Soc.Sc degree in Sociology (1971 to 1974) and Archaeology and then a postgraduate Diploma in Town Planning in 1974 to 1976. In later years he completed a Diploma in Legal Studies in DIT.



Ciarán kneeling centre of middle row

Ciarán was involved with the IPI from the very start and was at the launch of the IPI in Tailor’s Hall, Dublin on the 4th of December 1975. He was a student on the UCD Planning course at that time and earlier that year in March he went on the planning class field trip to Liverpool – (photo below).

Ciarán has served for a long number of years on the IPI council and its various committees and served as President in 1996/1997. He was one of the first members to be conferred as a fellow of the Institute and he represented the IPI on the European Council of Town Planners [ECTP] from December 1996 until June 2004, serving with great distinction as both Vice President and Treasurer of the European Council from 2000-2003.

Ciarán served as editor of both the IPI Newsletter (from 1993 to 1995) and Pleanáil (in 2014). He was one of a team, comprised of senior members of the Institute, who delivered introductory training in planning to mainly newly elected local authority members from all over the country. This training was delivered on a regional basis, following the 2014 local elections.

Ciarán has worked as a planner in Dun Laoghaire Borough, Waterford County, and Dun Laoghaire-Rathdown. He was seconded from Dublin City Council to the Spatial Planning Unit (SPU) in the Department of The Environment and Local Government.

The SPU, with a team of four planners, were tasked to prepare the National Spatial Strategy, the first national physical plan and the antecedent of the current National Planning Framework. Following a period as a permanent member of staff in the DoE&LG, Ciarán took up the position of Senior Planner in Leitrim, where he remained from 2002 until his retirement in 2014. He continued to work as a Planning Consultant based in Leitrim Village, Co Leitrim, until he closed his practice in 2018.

Apart from his long and distinguished planning career, Ciarán is an intrepid traveller and hill walker. Every time I speak to him he seems to be either going or returning from some exotic destination, including among others, the Himalayas, Kilimanjaro and the Inca trail in the Andes.

He has a surprisingly good memory and can tell me of events I’ve long forgotten. Another of his great passions is choral music, singing for many years with

the local choral society, the Millennium Choir, and in local musical productions. He is also the secretary and long-time member of the local parish choir, where he regularly sings along with his wife, Sinead.

In summary, as mentioned above, Ciarán has served the IPI with great dedication; on Council; as President; on the European Council of Town Planners and on many of the Institute’s committees. Ciarán finally bowed out earlier this year by retiring from the Technical and Education Committee. Though no longer an active council or committee member Ciarán will always maintain his keen interest in the planning world and, as a Fellow of the Institute, will always be a friend to the IPI.

At this stage we ought to acknowledge his lifelong commitment to the planning profession and to the IPI, at so many different levels, and wish him all the best for the future.

### Gerry Sheehan FIPI



Ciarán Tracey FIPI  
President of the Institute 1996/97



**IPI ANNUAL CONFERENCE 2021**  
Clayton Whites Hotel, Wexford  
22-24 April 2020

Hosted by Wexford  
County Council



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IPI ANNUAL CONFERENCE 2022  
Kilkenny Ormonde Hotel, 7 & 8 April

In collaboration with:  RTPI  
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**IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)****COMPANY INFORMATION**

<b>Directors</b>	Paul O'Neill Conor Norton Malachy Bradley Sarah Newell Brian Keaney Iain Douglas Colm Ryan Anthony Abbott King Stewart Logan Henk van der Kamp Joanna Kelly Philip Jones	(Appointed 29 March 2022) (Appointed 29 March 2022) (Appointed 29 March 2022)
<b>Secretary</b>	Anthony Abbott King	
<b>Company number</b>	97882	
<b>Registered office and Business Address</b>	Fitzwilliam House  6 Fitzwilliam Street Lower Dublin 2 D02 TX34	
<b>Auditor</b>	Dermot O'Malley & Company Chartered Accountants & Statutory Audit Firm Block 3 Airvista Office Park Swords Road Santry Dublin 9 D09 VK65	
<b>Bankers</b>	Allied Irish Bank 37/38 O'Connell Street Upper Dublin 1 D01 XR67	
<b>Solicitors</b>	Mangan O'Beirne Solicitors 31 Morehampton Road Dublin 4 D04 F7H7	

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

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## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## DIRECTORS' REPORT

## FOR THE YEAR ENDED 30 SEPTEMBER 2021

The directors present their annual report and financial statements for the year ended 30 September 2021.

**Principal activity**

The Irish Planning Institute (Institiuid Pleanala Na h-Eireann) is a professional body representing the majority of professional planners in Ireland. Income is derived from subscriptions from students, graduates, corporates, affiliates, fellow and honorary memberships and also derived from registration fees for CPD events and conferences. The principal activity of the company continues to be that of organising lectures, social events and conferences in planning and related activities for its members.

The Company is limited by guarantee not having a share capital.

**Covid 19 Risk**

The directors continue to monitor the evolving situation with regard to COVID-19 in particular adhering to the public health advice and guidance of the Health Service Executive (HSE) and the National Public Health Emergency Team. Strategic plans have been drawn up to mitigate against any foreseeable risks.

**Branches**

Irish Planning Institute C.L.G. operated from one domestic location during the financial period; Ground Floor, Fitzwilliam House, 6 Fitzwilliam Street Lower, Dublin 2, D02 TX34

**Financial results**

The deficit for the financial year after providing for depreciation and taxation amounted to (€12,795) (2020 - €4,475 surplus)

At the end of the financial year, the company had assets of €362,946(2020 - €400,209) and liabilities of €53,524 (2020 - €77,992). The net assets of the company have decreased by €12,795

**Directors and secretary**

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

Ciara Kelleff	(Resigned 20 March 2022)
Yvonne McMahon	(Resigned 20 March 2022)
Paul O'Neill	
Conor Norton	
Malachy Bradley	
Sarah Newell	
Mary MacMahon	(Resigned 20 March 2022)
Brian Keaney	
Iain Douglas	
Colm Ryan	
Joseph Corr	(Resigned 20 March 2022)
Anthony Abbott King	
Stewart Logan	
Henk van der Kamp	(Appointed 29 March 2022)
Joanna Kelly	(Appointed 29 March 2022)
Philip Jones	(Appointed 29 March 2022)

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

### DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

#### Supplier payment policy

The directors acknowledge their responsibility for ensuring compliance, in all material respects, with the provisions of the European Communities (Late Payment in Commercial Transactions) Regulations 2012. Procedures have been implemented to identify the dates upon which invoices fall due for payment and to ensure that payments are made by such dates. Such procedures provide reasonable assurance against material non-compliance with the Regulations. The payment policy during the year under review was to comply with the requirements of the Regulations.

#### Political donations

The company did not make any political donations during the current or prior financial year.

#### Accounting records

The company's directors acknowledge their responsibilities under sections 281 to 285 of the Companies Act 2014 to ensure that the company keeps adequate accounting records. In order to comply with the requirements of the act, a full time management accountant is employed.

The accounting records are held at the company's registered office and principal place of business at Fitzwilliam House, 6 Fitzwilliam Street Lower, Dublin 2.

#### Research and development

The company did not engage in any research and development activity during the year.

#### Post reporting date events

The company recommenced hosting conferences in November 2021 as Covid restrictions were eased. The company is hopeful that revenues will return to pre-covid levels in the coming year.

#### Future developments

The Company plans to continue its present activities and current trading levels.

#### Statement of disclosure to auditor

Each of the directors in office at the date of approval of this annual report confirms that:

- so far as the director is aware, there is no relevant audit information of which the company's auditor is unaware, and
- the director has taken all the steps that he / she ought to have taken as a director in order to make himself / herself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of section 330 of the Companies Act 2014.

#### Going concern

The Irish Planning Institute (Institiuid Pleanala Na h-Eireann), is affected by contributions received from subscription income. The directors have reviewed all relevant information and are confident that the company has adequate financial resources to continue in operational existence for the foreseeable future. Consequently, the directors consider it appropriate to prepare the financial statements on a going concern basis.

#### Small companies exemption

The entity has availed of the small companies exemption contained in the Companies Act 2014 with regard to the requirements for exclusion of certain information in the directors' report.

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

### DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

On behalf of the board



Conor Norton  
Director



Brian Keaney  
Director

25 May 2022

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

### DIRECTORS' RESPONSIBILITIES STATEMENT

FOR THE YEAR ENDED 30 SEPTEMBER 2021

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable Irish law and regulations.

Irish company law requires the directors to prepare financial statements for each financial year. Under that law, the directors have elected to prepare the financial statements in accordance with Companies Act 2014 and FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (Generally accepted Accounting Practice in Ireland) issued by the Financial Reporting Council. Under company law, the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company as at the financial year end date and of the surplus or deficit of the company for that financial year and otherwise comply with the Companies Act 2014.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies for the company financial statements and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial position and surplus or deficit of the company to be determined with reasonable accuracy, enable them to ensure that the financial statements and Directors' Report comply with the Companies Act 2014 and enable the financial statements to be audited. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



Conor Norton  
Director  
25 May 2022



Brian Keaney  
Director

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

#### Opinion

We have audited the financial statements of Irish Planning Institute (Institiuid Pleanala Na h-Eireann) ('the company') for the year ended 30 September 2021, which comprise the income and expenditure account, the balance sheet, the statement of changes in equity, the statement of cash flows and notes to the financial statements, including the summary of significant accounting policies set out in note 1. The financial reporting framework that has been applied in their preparation is Irish Law and FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* issued in the United Kingdom by the Financial Reporting Council.

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the company as at 30 September 2021 and of its deficit for the year then ended;
- have been properly prepared in accordance with FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*; and
- have been properly prepared in accordance with the requirements of the Companies Act 2014.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are described below in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard for Auditors (Ireland) issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and the provisions available for small entities, in the circumstances set out in note 17 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from the date when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

#### Other information

The directors are responsible for the other information in the annual report. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

### INDEPENDENT AUDITOR'S REPORT (CONTINUED)

#### TO THE MEMBERS OF IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

##### Opinions on other matters prescribed by the Companies Act 2014

In our opinion, based on the work undertaken in the course of the audit, we report that:

- the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which, to the best of our knowledge and belief, are necessary for the purposes of our audit.

In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

##### Matters on which we are required to report by exception

Based on the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the directors' report.

The Companies Act 2014 requires us to report to you if, in our opinion, the requirements of any of sections 305 to 312 of the Act, which relate to disclosures of directors' remuneration and transactions, are not complied with by the company. We have nothing to report in this regard.

##### Responsibilities of directors for the financial statements

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements in accordance with the applicable financial reporting framework that give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, if applicable, matters related to going concern and using the going concern basis of accounting unless management either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

##### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the company's financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the company's financial statements is located on the IAASA's website at: <https://www.iaasa.ie/Publications/Auditing-standards/Standards-Guidance-for-Auditors-in-Ireland/Description-of-the-auditor-s-responsibilities-for>. This description forms part of our auditor's report.

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

### INDEPENDENT AUDITOR'S REPORT (CONTINUED)

#### TO THE MEMBERS OF IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

##### The purpose of our audit work and to whom we owe our responsibilities

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Ruairi McArdle*

**Ruairi McArdle**  
For and on behalf of Dermot O'Malley & Company  
Chartered Accountants & Statutory Audit Firm  
Block 3 Airvista Office Park  
Swords Road  
Santry  
Dublin 9  
D09 VK65

25 May 2022

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2021

	Notes	2021 €	2020 €
<b>Income</b>		222,453	325,930
Administrative expenses		(301,855)	(321,464)
Other operating income		66,605	-
<b>Operating (deficit)/surplus</b>	<b>3</b>	<b>(12,797)</b>	<b>4,466</b>
Interest receivable and similar income		<b>2</b>	<b>9</b>
<b>(Deficit)/surplus before taxation</b>		<b>(12,795)</b>	<b>4,475</b>
Tax on (deficit)/surplus		-	-
<b>(Deficit)/surplus for the financial year</b>		<b>(12,795)</b>	<b>4,475</b>

The income and expenditure account has been prepared on the basis that all operations are continuing operations.

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## BALANCE SHEET


AS AT 30 SEPTEMBER 2021

	Notes	2021 €	2020 €
<b>Fixed assets</b>			
Intangible assets	<b>5</b>	7,820	-
Tangible assets	<b>6</b>	9,592	12,937
Financial assets	<b>7</b>	25,625	25,625
		<b>43,037</b>	<b>38,562</b>
<b>Current assets</b>			
Debtors	<b>8</b>	77,201	143,241
Cash at bank and in hand		242,708	218,406
		<b>319,909</b>	<b>361,647</b>
<b>Creditors: amounts falling due within one year</b>	<b>9</b>	<b>(53,524)</b>	<b>(77,992)</b>
<b>Net current assets</b>		<b>266,385</b>	<b>283,655</b>
<b>Net assets</b>		<b>309,422</b>	<b>322,217</b>
<b>Reserves</b>			
Called up share capital presented as equity	<b>10</b>	-	-
Income and expenditure account		309,422	322,217
<b>Members' funds</b>		<b>309,422</b>	<b>322,217</b>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with Financial Reporting Statement 102 'The Financial Statement Reporting Standard applicable in the UK and Republic of Ireland'.

The financial statements were approved by the board of directors and authorised for issue on 25 May 2022 and are signed on its behalf by:

  
Conor Norton  
Director

  
Brian Keaney  
Director

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 SEPTEMBER 2021

	Income and expenditure €
Balance at 1 October 2019	317,742
Year ended 30 September 2020:	
Surplus and total comprehensive income for the year	4,475
Balance at 30 September 2020	322,217
Year ended 30 September 2021:	
Deficit and total comprehensive income for the year	(12,795)
Balance at 30 September 2021	309,422

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 SEPTEMBER 2021

	Notes	2021 €	€	2020 €	€
<b>Cash flows from operating activities</b>					
Cash generated from operations	15		35,449		47,200
<b>Investing activities</b>					
Purchase of intangible assets		(9,775)		-	
Purchase of tangible fixed assets		(1,374)		(14,449)	
Interest received		2		9	
<b>Net cash used in investing activities</b>			(11,147)		(14,440)
<b>Net increase in cash and cash equivalents</b>			24,302		32,760
Cash and cash equivalents at beginning of year			218,406		185,646
<b>Cash and cash equivalents at end of year</b>			242,708		218,406

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 1 Accounting policies

**Company information**

Irish Planning Institute (Institiuid Pleanala Na h-Eireann) is a limited company domiciled and incorporated in the Republic of Ireland. The registered office is Fitzwilliam House, 6 Fitzwilliam Street Lower, Dublin 2, D02 TX34 and its company registration number is 97882.

## 1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), as adapted by Section 1A of FRS 102, and the requirements of the Companies Act 2014.

The financial statements are prepared in euros, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest €.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

## 1.2 Income and expenditure

The three main sources of income are derived from membership subscriptions, hosting CPD events and conference income. All income is recorded when members and guests sign up to the services and invoices are raised.

Expenses include VAT where applicable as the company cannot reclaim it.

## 1.3 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Software	20%
Website	20%

## 1.4 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20%
Computers	33%
Office Equipment	20%

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 1 Accounting policies

(Continued)

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit.

## 1.5 Fixed asset investments

Interests in subsidiaries, associates and jointly controlled entities are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals of impairment losses are recognised immediately in surplus or deficit.

A subsidiary is an entity controlled by the company. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

An associate is an entity, being neither a subsidiary nor a joint venture, in which the company holds a long-term interest and where the company has significant influence. The company considers that it has significant influence where it has the power to participate in the financial and operating decisions of the associate.

Entities in which the company has a long term interest and shares control under a contractual arrangement are classified as jointly controlled entities.

## 1.6 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset (or cash-generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

## 1.7 Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 1 Accounting policies (Continued)

## 1.8 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

**Classification of financial liabilities**

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

**Basic financial liabilities**

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

## 1.9 Taxation

The company has obtained exemption from the Revenue Commissioners in respect of corporation tax, it being a company not carrying on a business for the purposes of making a profit. DIRT tax is payable on any interest income received in excess of €32.

## 1.10 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 1 Accounting policies (Continued)

## 1.11 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the leases asset are consumed.

## 1.12 Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

## 1.13 Foreign exchange

Transactions in currencies other than euros are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation in the period are included in profit or loss.

## 2 Judgements and key sources of estimation uncertainty

In the application of the company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

## 3 Operating (deficit)/surplus

	2021	2020
	€	€
Operating (deficit)/surplus for the year is stated after charging:		
Depreciation of tangible fixed assets	4,719	4,256
Amortisation of intangible assets	1,955	4,920
	<u>        </u>	<u>        </u>

## 4 Employees

The average monthly number of persons employed by the company during the year was:

	2021	2020
	Number	Number
Total	<u>3</u>	<u>4</u>

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 5 Intangible fixed assets

	Software €	Website €	Total €
<b>Cost</b>			
At 1 October 2020	6,150	17,189	23,339
Additions	-	9,775	9,775
Disposals	(6,150)	(17,189)	(23,339)
At 30 September 2021	-	9,775	9,775
<b>Amortisation and impairment</b>			
At 1 October 2020	6,150	17,189	23,339
Amortisation charged for the year	-	1,955	1,955
Disposals	(6,150)	(17,189)	(23,339)
At 30 September 2021	-	1,955	1,955
<b>Carrying amount</b>			
At 30 September 2021	-	7,820	7,820
At 30 September 2020	-	-	-

## 6 Tangible fixed assets

	Fixtures and fittings €	Computers €	Office Equipment €	Total €
<b>Cost</b>				
At 1 October 2020	14,449	5,184	3,690	23,323
Additions	-	1,374	-	1,374
At 30 September 2021	14,449	6,558	3,690	24,697
<b>Depreciation and impairment</b>				
At 1 October 2020	2,890	3,806	3,690	10,386
Depreciation charged in the year	2,892	1,827	-	4,719
At 30 September 2021	5,782	5,633	3,690	15,105
<b>Carrying amount</b>				
At 30 September 2021	8,667	925	-	9,592
At 30 September 2020	11,559	1,378	-	12,937

## 7 Financial assets

	2021 €	2020 €
Other investments other than loans	25,625	25,625

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 8 Debtors

	2021 €	2020 €
<b>Amounts falling due within one year:</b>		
Service charges due	54,681	123,096
Other debtors	6,250	6,250
Prepayments	16,270	13,895
	77,201	143,241

Service charges due includes a reduction for the calculated amount, €20,000 written off of bad debts at the reporting date.

## 9 Creditors: amounts falling due within one year

	2021 €	2020 €
<b>Notes</b>		
Trade creditors	6,694	3,282
Deferred income	37,182	63,169
Other creditors including tax and social insurance	3,059	4,754
Accruals	6,589	6,787
	53,524	77,992

## 10 Members' liability

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding €1.

## 11 Operating lease commitments

## Lessee

Total future minimum lease payments under non-cancellable operating leases are as follows:

2021 €	2020 €
1,395	2,325

During 2018, the company entered into an operating lease agreement with Grenke Limited for office equipment. The operating lease will run for 5 years, at the end of which the office equipment will be returned to the lessor. All rights and obligations of ownership remain with the lessor for the duration of the lease.

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 12 Capital commitments

Irish Planning Institute CLG does not own the premises from which it operates. Thus, no title deeds are held on the premises or any other location in the company's name.

They have entered into a lease agreement for use of premises, costing €6,250 per quarter until June 2025.

Irish Planning Institute CLG has no other capital commitments.

## 13 Events after the reporting date

The company recommenced holding conferences in November 2021. The Council are hopeful income will return to pre Covid 19 levels in the coming year.

At the signing date, the company was involved in an ongoing human resource management dispute. At the date of signing a definitive estimate of the costs can not be assured.

## 14 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

## 15 Cash generated from operations

	2021 €	2020 €
(Deficit)/surplus for the year after tax	(12,795)	4,475
<b>Adjustments for:</b>		
Investment income	(2)	(9)
Amortisation and impairment of intangible assets	1,955	4,920
Depreciation and impairment of tangible fixed assets	4,719	4,256
<b>Movements in working capital:</b>		
Decrease/(increase) in debtors	66,040	(7,243)
Increase in creditors	1,519	7,722
(Decrease)/increase in deferred income	(25,987)	33,079
<b>Cash generated from operations</b>	<b>35,449</b>	<b>47,200</b>

## 16 Analysis of changes in net funds

	1 October 2020 €	Cash flows 30 September 2021 €	
Cash at bank and in hand	218,406	24,302	242,708

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

## 17 Non-audit services provided by auditor

In common with many entities of our size, we use our auditors to prepare and submit returns and to assist with the preparation of the financial statements.

## 18 Approval of financial statements

The directors approved the financial statements on 25 May 2022.

# IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## MANAGEMENT INFORMATION FOR THE YEAR ENDED 30 SEPTEMBER 2021

# IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 2021

		2021		2020
	€	€	€	€
<b>Income</b>				
Income		222,453		325,930
<b>Other operating income</b>				
Coronavirus job retention scheme grant		66,605		-
<b>Administrative expenses</b>		(301,855)		(321,464)
<b>Operating (deficit)/surplus</b>		(12,797)		4,466
<b>Interest receivable and similar income</b>				
Bank interest received	2		9	
		2		9
<b>(Deficit)/surplus before taxation</b>	5.75%	(12,795)	1.37%	4,475

## IRISH PLANNING INSTITUTE (INSTITIUID PLEANALA NA H-EIREANN)

## SCHEDULE OF ADMINISTRATIVE EXPENSES

FOR THE YEAR ENDED 30 SEPTEMBER 2021

	2021	2020
	€	€
<b>Administrative expenses</b>		
Wages and salaries	120,166	99,845
Social security costs	12,551	7,059
Awards	1,400	35,334
Staff training	3,160	424
Lectures/ CPD/ Field Trips	180	33,149
Council & Committee members expenses	-	4,842
Branch Grants	-	1,605
Rent payable	26,394	20,687
Conference/ Events	7,885	34,380
Rates	1,317	1,520
Moving Expenses	1,420	2,629
Power, light and heat	1,058	1,192
Property repairs and maintenance	-	555
Computer running costs	9,921	2,214
Leasing - office equipment	922	1,118
Legal and professional fees	1,476	7,433
Accountancy	8,438	14,107
Audit fees	4,911	2,220
Bank charges	4,293	3,426
Bad and doubtful debts	53,792	11,680
Insurances (not premises)	1,753	1,405
Printing and stationery	924	3,287
Advertising	941	-
Public relations	20,595	9,219
ECTP	1,673	1,704
Telecommunications	5,642	4,319
Office Expenses	3,433	4,412
Entertaining	200	144
Sundry expenses	736	2,379
Amortisation	1,955	4,920
Depreciation	4,719	4,256
	<u>301,855</u>	<u>321,464</u>



