City of Dublin ETB Board Meeting January 2025

Minutes of the meeting of the City of Dublin Education and Training Board held on Thursday 16th January 2025 at 5.00 p.m. in City of Dublin ETB, Head Office, Ballsbridge, Dublin 4 and via Zoom.

Present:

Ms. Bernadette Bourke (online)
Ms. Audrey Cepeda (online)
Cllr. Keith Connolly (Chairperson)
Cllr. Donna Cooney (online)
Mr. Malachy Farrell
Cllr. Declan Flanagan (online)
Cllr. Jesslyn Henry
Cllr. Rory Hogan
Cllr. Vincent Jackson
Cllr. Dermot Lacey
Cllr. Michael MacDonncha (online)
Ms. Denise McMorrow
Cllr. Carolyn Moore (online)
Cllr. Cat O'Driscoll
Cllr. Colm O'Rourke (online)
Ms. Pamela Raftery (online)
Cllr. Gayle Ralph (online)
Mr. Aidan Sweeney

In attendance:

Dr. Christy Duffy (Chief Executive)
Ms. Aideen O'Riordan (Director of OSD* - Finance)
Ms. Kay Cullinan (Director of OSD*)
Mr. Blake Hodkinson (Director of FET)
Mr. Eamon Gogarty (Buildings Officer)
Mr. Damien Costello (Governance Officer)
**Organisation Support & Development*

Apologies:

Mr. Adrian Cummins
Mr. Niall Donald
Mr. Michael Smyth
Mr. John Moriarty (Director of FET)
Ms. Wesleigh O'Hagan (Director of Schools)
Mr. Philip Connolly (Director of Services SUSI)

A minute's silence was observed in respect [redacted]

1. Signing of Attendance Record/Conflicts of Interest/Disclosure of Interests

In accordance with the provisions of CL 0083/2024 Code of Practice for the Governance of Education and Training Boards, members were requested to declare to the Chairperson of City of Dublin ETB or Chief Executive any conflict of interest in respect of any of the matters listed for consideration suitable in advance of meetings of City of Dublin Education and Training Board.

2. Minutes and Matters Arising

The minutes of the City of Dublin meeting held on the 21st of November were approved.

Proposed by: Cllr. Vincent Jackson ***Seconded by: Cllr. Cat O'Driscoll***

3. Reserved Functions

3.1 City of Dublin ETB Annual Report 2024 for review (Appendix 3A) was noted.
The Board was advised that the Annual Report 2024 will be brought to the board for approval at the March meeting once the 2024 financial accounts have been approved by the board.

3.2 City of Dublin ETB Climate Action Roadmap 2024 (Appendix 3B) was approved.

Proposed by: Cllr. Jesslyn Henry ***Seconded by: Ms. Denise McMorrow***

Mr. Eamon Gogarty, City of Dublin ETB Buliding's Officer was introduced to the Board as the main author of the Climate Action Roadmap.

The following arose from the document:

- The Board were advised that the roadmap quantifies what funding and resources are required to fulfil obligations to stakeholders.
- The Board were informed that the Climate Action Roadmap is a live document which should be brought to the attention of the board yearly.
- A discussion took place on solar panels for schools and the board were advised that funding has been received from the Department for this.
- A discussion took place regarding Sustainable Energy Communities and how to engage with them as part of the action roadmap.
- The board were informed that a broad range of training has been offered and undertaken by staff members across the organisation.

3.3 City of Dublin ETB Nominee Vacancies on Committees and Boards of Management (Appendix 3C).

City of Dublin ETB Nominee Cllr. Jesslyn Henry was approved to the Board of Management of Ellenfield Community College.

Proposed by: Cllr. Vincent Jackson ***Seconded by: Cllr. Cat O'Driscoll***

3.4 Approval of City of Dublin ETB Nominee, Parent/Student, Teacher, BoM Nominees to Boards of Management were approved as per Appendix 3D.

Proposed by: Cllr. Cat O'Driscoll ***Seconded by: Cllr. Dermot Lacey***

3.5 Ethics Board Members Correspondence and Designated Directors Statement of Interest (Appendix 3E) was noted.

The Board were advised that the Ethics declarations are linked to the Code of Practice for the Governance of Education and Training Boards. The Board and the senior leadership team have a significant role in setting the tone of the organisation and fulfilling their ethic declaration returns is an example of this. The board were advised that in the new code there is greater focus on ethical standards and the important role the board plays in setting the ethical tone.

3.6 Code of Practice for the Governance of Education and Training Boards 2024 (Appendix 3Fi) was adopted.

Proposed by: Cllr. Cat O'Driscoll ***Seconded by: Cllr. Jesslyn Henry***

Summary of Key Differences between Codes of Practice (Appendix 3Fii) was noted.
The Board were advised that there is a greater focus on ethical standards in the new code, emphasising the role of the Board in setting the ethical tone.

4. Chief Executive's Report

4.1 **Director of Services SUSI Report**

The Board was informed that the presentation from the management team of SUSI will be deferred to the Board meeting in February.

4.2 **Director of Schools Report** (Appendix 4A) was noted.

The Board was informed of the success of City of Dublin ETBs first Student Symposium 'Ag Fáil Réidh – Bí Cineálta,' (Get Ready – Be Kind) in Dublin's Mansion House that took place on January 14th.

The event saw students and teachers from City of Dublin ETB Community National Schools and Community Colleges engage in meaningful discussion about the challenges of bullying and actionable steps to address it in our schools.

The Board was informed that it was a student-led consultation, the event was an opportunity to showcase the values City of Dublin ETB.

4.3 **Directors of FET Report** (Appendix 4B) was noted.

The Board was informed that SOLAS issued a revised 2024 FET budget allocation in December, this represented an improvement on the shortfall reported at November's meeting.
The Board was informed of the development of a digital strategy, with key staff members attending the largest IT conference in the world in London next week.

4.4 **Director of OSD (Finance) Report** (Appendix 4C) was noted.

The Board was informed that SOLAS issued a revised 2024 FET budget allocation in December which resulted in additional funding to reduce the FET finance deficit.

4.5 **Director of OSD Report.**

4.6 Protected Disclosure Annual Report 2024 (Appendix 4D) was noted.

4.7 Corporate Child Safeguarding Statement (Appendix 4E) was noted.

4.8 E-Bike and E-Scooter Charging Policy (Appendix 4F) was noted.

4.9 Policy for the Prevention and Resolution of Bullying at Work (Appendix 4G) was noted.

4.10 FOI Disclosure Log 2024 (Appendix 4H) was noted.

5. Risk

6. Boards of Management and Committees Minutes for Noting

The following Board of Management and Committee minutes were confirmed.

- Cabra CC held on 26th September 2024 (**Appendix 6A**)

The Board were informed of the process being implemented for Board of Management minutes which will be assisted by a tracker system.

7. Circular Letters, Inspection Reports and Correspondence

Noted.

8. Members' Business

9. Chairperson's Business

9.1 ETBI Phase 2 Governance Training for ETB Board Members (Dates) (Appendix 9A) was noted.

The Board were advised of the competency-based interview training available and required for board members.

10. Next Meeting:

Thursday 20th February 2025 at 5p.m.