City of Dublin ETB Board Meeting June 2025

Minutes of the meeting of the City of Dublin Education and Training Board held on Thursday 19th June 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
Cllr. Keith Connolly (Chairperson)
Mr. Adrian Cummins
Mr. Niall Donald (online)
Mr. Malachy Farrell
Cllr. Declan Flanagan (online)
Cllr. Jesslyn Henry
Cllr. Vincent Jackson
Cllr. Dermot Lacey
Ms. Denise McMorrow
Cllr. Carolyn Moore (online)
Ms. Pamela Raftery (online)
Mr. Michael Smyth
Mr. Aidan Sweeney (online)

In attendance:

Dr. Christy Duffy (Chief Executive)
Ms. Kay Cullinan (Director of OSD*)
Ms. Aideen O'Riordan (Director of OSD* - Finance)
Mr John Moriarty (Director of FET)
Ms. Wesleigh O'Hagan (Director of Schools)
Ms. Aishling Lennon (Head of Corporate Services)
Ms. Gwen Redmond (Adult Education Officer)
Ms. Celene Dunne (Director of City of Dublin Youth Services)
Mr. Anthony Creevey (Principal Clonturk CC)
Mr. Damien Costello (Governance Officer)
**Organisation Support & Development*

Apologies:

Mr. Blake Hodkinson (Director of FET)
Mr. Philip Connolly (Director of Services SUSI)
Cllr. Donna Cooney
Cllr. Rory Hogan
Cllr. Micheál MacDonncha
Cllr. Cat O'Driscoll
Cllr. Colm O'Rourke

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 ETB meetings held on the 15th of May were approved.

Proposed by: Cllr. Vincent Jackson ***Seconded by: Cllr. Jesslyn Henry***

3. Reserved Functions

3.1 The Board were presented with the following documents for the Strategy Statement 2026 – 2030:

- Discussion Document (Appendix 3A)
- Context and Background (Appendix 3B)

The Chair introduced to the board, members of the Strategy Statement Development Group: Aishling Lennon (Head of Corporate Services), Gwen Redmond (Adult Education Officer), Celene Dunne (Director of City of Dublin Youth Services) and Anthony Creevey (Principal of Clonturk Community College).

The contents of the presentation from the team covered the following : Context, Methodology, Key Findings and Draft Content and next steps.

- The Board were advised that the Education and Training Board Act 2013 sets out that every five years each ETB must develop a Strategy Statement.
- The Board were informed that the Strategy Statement Development Group was established in February 2025 and has representation from across the organisation including FET, Schools, Youth Services, SUSI and Admin.
- The Board were updated on the consultation process with 12 Focus Groups including school learners, FET learners, Youth Workers, Admin and SUSI Staff.
- There were approximately 600 responses to the staff survey which the Board commended. The Strategy Statement Development group emphasised the quality of the feedback from the surveys and how the data received will be used to develop the strategy.
- The Board were informed that some of the key findings from the focus groups regarding values were sustainability, accountability, people centred, inclusive, respectful and quality.
- The response from focus groups on the mission statement included changing lives and giving learners a positive future, prepare learners for the modern world.
- The Board were advised of the four pillars of key findings from the feedback from the focus groups and surveys: Pillar 1 'A Leading Digital Public Service', Pillar 2 'A Great Place to Work', Pillar 3 'The Education Partner of First Choice' and Pillar 4 'Transforming lives through inclusive education and services'.
- Almost every learning environment is digital now and there is a real request to invest in equipment to keep pace with change.
- Staff want to continue with professional development, they feel accountable to the learners.
- A need to promote the City of Dublin ETB's success stories in a stronger way.
- Prioritise connections with universities, industries, local businesses and communities.
- The engagement to be transformative as opposed to transactional.

From the presentation the following arose:

- The Board questioned how the branding of the organisation could be strengthened through the strategy statement. It was raised that in certain areas the local population are unaware that the City of Dublin ETB are the patronage for both the post primary school and the local Further Education and Training college.
- The Board were informed of how the young people were involved in the strategy through graphic illustrations used and walking debate groups.
- Key Performance Indicators were raised with the Board assured that the strategy statement has to align with the yearly service plans.
- It was noted that a key difference to the previous strategy statement was sustainability and the greater emphasis on digitalism throughout the organisation.
- It was raised that not every cohort of learners, such as CTC's, were included in the survey and focus groups.
- The final draft of the Strategy Statement 2026 – 2030 will be brought to the board for approval at their meeting in September.
- The Board were informed that the strategy statement must align with the yearly service plan. It is the

underlying framework for the service plan. The consultation process throughout the strategy statement is real and the data received will have an impact into how the senior leadership team form the service plan.

The Chair on behalf of the board thanked the Strategy Statement Development Group for the presentation and all the positive work so far on the strategy.

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

A query was raised by the board on the formation of the Child Protection and Safeguarding Oversight Committee which was addressed by the senior leadership team.

3.3 Approval of City of Dublin ETB Nominee, Parent/Student, Teacher, BoM Nominees to Boards of Management and Committees was approved as per Appendix 3D.

Proposed by: Cllr. Dermot Lacey ***Seconded by: Cllr. Vincent Jackson***

3.4 Information Note from Audit and Risk Committee (Appendix 3E) was noted.
The Board were advised that the Audit and Risk Committee will meet again in September and following that meeting a further update will be given to the Board.

4. Chief Executive's Report

4.1 **Director of Schools Report** (Appendix 4A) was noted.
The Board were informed of the senior cycle funding received for science subjects from the Department which ranges from a minimum payment of €13,000 to maximum of € 22,000.

The Board were advised on the actions taken by the school and college principals in relation to the child safeguarding query raised at May's board meeting.

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

[redacted]

4.3 **Director of OSD Finance Report** (Appendix 4B) was noted.

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

4.5 **Director of Services SUSI Report** (Appendix 4D) 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 13th March 2025 (**Appendix 6A**)
- Ellenfield CC held on 30th January 2025 (**Appendix 6B**)
- Ringsend College held on 14th November 2024 (**Appendix 6C**)
- Ringsend College held on 12th December 2024 (**Appendix 6D**)
- Ringsend College held on 23rd January 2025 (**Appendix 6E**)
- Ringsend College held on 1st April 2025 (**Appendix 6F**)
- Clogher Road CC held on 21st January 2025 (**Appendix 6G**)
- Coolock CC held on 20th May 2025 **(Appendix 6H)**
- Larkin CC held on 10th April 2025 **(Appendix 6I)**
- Beaumont Hospital School held on 31st March 2025 **(Appendix 6J)**
- Beaumont Hospital School held on 21st March 2025 **(Appendix 6K)**
- Clonturk CC held on 12th February 2025 **(Appendix 6L)**
- Clonturk CC held on 9th April 2025 **(Appendix 6M)**
- Coolock CC held on 8th April 2025 **(Appendix 6N)**
- Presentation CC held on 11th March 2025 **(Appendix 6O)**

The Board were advised that a number of FET Board of Management minutes will be issued to members in the coming weeks for noting.

7. Circular Letters, Inspection Reports and Correspondence

Noted.

8. Members' Business

Arising from the motion set out in **Appendix 8A,** it was noted that the academic calendars operate differently in schools and further education and training colleges.

9. Chairperson's Business

9.1 Board Self-Assessment Evaluation Questionnaire.
The Board were advised that the Governance Officer will send the questionnaire to all board members in the next few weeks.

10. Next Meetings:

Thursday 18th September 2025 at 5p.m.