City of Dublin ETB Board Meeting May 2025

Minutes of the meeting of the City of Dublin Education and Training Board held on Thursday 15th May 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)
Mr. Niall Donald (online)
Mr. Malachy Farrell
Cllr. Declan Flanagan (online)
Cllr. Jesslyn Henry (online)
Cllr. Vincent Jackson (online)
Cllr. Dermot Lacey (online)
Mr. Micheál MacDonncha (online)
Ms. Denise McMorrow
Cllr. Carolyn Moore (online)
Cllr. Cat O'Driscoll (online)
Ms. Pamela Raftery (online)
Mr. Michael Smyth (online)

In attendance:

Dr. Christy Duffy (Chief Executive)
Ms. Kay Cullinan (Director of OSD*)
Mr. Blake Hodkinson (Director of FET)
Mr. John Moriarty (Director of FET)
Ms. Wesleigh O'Hagan (Director of Schools)(online)
Mr. Damien Costello (Governance Officer)
**Organisation Support & Development*

Apologies:

Ms. Aideen O'Riordan (Director of OSD*- Finance)
Mr. Philip Connolly (Director of Services SUSI)
Cllr. Donna Cooney
Mr. Adrian Cummins
Cllr. Rory Hogan
Cllr. Colm O'Rourke
Cllr. Gayle Ralph
Mr. Aidan Sweeney

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 20th of March and 27th of March were approved.

Proposed by: Cllr. Vincent Jackson ***Seconded by: Ms. Denise McMorrow***

3. Reserved Functions

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

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

Proposed by: Cllr. Vincent Jackson ***Seconded by: Mr. Malachy Farrell***

A request was made for clarification regarding the lack of meetings held by the Youth Work Committee. The board were advised by the executive that this will be arranged.

3.3 Chairperson's Comprehensive Report was approved as per Appendix 3C.

Proposed by: Ms. Denise McMorrow ***Seconded by: Cllr. Cat O'Driscoll***

3.4 Proposal of the revised EFT facility with BOI as per Appendix 3D
The Board approved in principle the proposed total EFT Facility increase subject to ministerial sanction.
Proposed by: *Cllr. Vincent Jackson* ***Seconded by:*** *Cllr. Cat O'Driscoll*

In a letter dated 15th May 2025, the Minister for Education sanctioned the requested City of Dublin ETB EFT facility increase with effect from the 1st of July 2025 to the 30th of June 2026.
The Board accepted the EFT increase proposal.
Proposed by: Cllr. Cat O'Driscoll ***Seconded by: Ms. Denise McMorrow***

3.5 Report – Audit and Risk Committee meeting March 2025 (Appendix 3E) was noted.

3.6 Report – Finance Committee meeting February 2025 (Appendix 3F) was noted.

The Chair wanted to acknowledge the hard work undertaken by both the Audit and Risk Committee and the Finance Committee along with the senior leadership team.

4. Chief Executive's Report

4.1 **Strategy Statement 2026-2030 Update** was noted.
The Chief Executive advised the board on the progress of the Strategy Statement Development group. The Development group held a number of focus groups developing a staff survey and a survey for learners, board members and different stakeholder groups which will be circulated over the coming weeks.

At the June Board meeting the Head of Corporate Services who is chairing the Strategy Statement Development group will outline the current progress on the Strategy Statement to the board. The June meeting will allow the board to have a focussed session for their review of the Strategy Statement to date and facilitate additional discussion and input as the Statement moves towards its final drafting. It was recommended that the board meet in person for the June board meeting.

4.2 **Director of Schools Report** (Appendix 4A) was noted.
The Board were advised of the excellent report for Beaumont Hospital Special School on their Whole School Evaluation Report carried out by the Department of Education.
The Board were informed of the successful TEDx event that took place in Clonturk Community College. The TEDx event was titled 'The Brilliance of the Young Mind' and it was a phenomenal achievement for all the Clonturk students involved in the talk.
The Board raised a query regarding a room in Coolock Community College being used by Further Education Students from Northeast Campus, Colaiste Dhulaigh at the same time. The Board were advised that the principals of the Community College and Northeast Campus are to meet to find a resolution. The Board requested an update on this matter at their board meeting in June.

The Board were informed that there will be an update on resourcing of the new leaving certificate at June's board meeting.

4.3 **Directors of FET Report** (Appendix 4B) was noted.
The Board were informed of the 2025 FET budget allocation received. It is €5.67 million less than City of Dublin ETB had projected it would spend this year. The Board were advised that the budget received is an increase of approximately €600,000 from last year. However, the projected provision will have to be tailored to the budget allocated and will require extensive amendments across all programmes and services.

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

4.5 **Director of OSD Report** (Appendix 4D) was noted.
The Board were advised that approval for phase 2 for An Cosan Special School was received from the Department and completion expected by August 2025.
The Board were informed of the successful City of Dublin ETB Climate Action Webinar for all staff held recently.

4.6 **Director of Services SUSI Report** (Appendix 4E) was noted.
The Board were advised that applications for the academic year 2025/2026 have commenced.

5. Risk

5.1 **Risk Management Policy** was noted.
The Board were advised that the Risk Management policy will now be brought to the board once a year.

5.2 **Corporate Risk Register 2025** was noted.

5.3 **Risk Appetite Statement 2025** was approved.
Proposed by: Cllr. Vincent Jackson ***Seconded by: Ms. Audrey Cepeda***

5.4 **Risk Management Plan 2025** was approved.
Proposed by: Cllr. Vincent Jackson ***Seconded by: Ms. Audrey Cepeda***

6. Boards of Management and Committees Minutes for Noting

The following Board of Management and Committee minutes were confirmed.

- Cabra CC held on 13th February 2025 (**Appendix 6A**)
- Larkin CC held on 14th May 2024 (**Appendix 6B**)
- Larkin CC held on 5th December 2023 (**Appendix 6C**)
- Larkin CC held on 6th February 2024 (**Appendix 6D**)
- Larkin CC held on 12th September 2023 (**Appendix 6E**)
- Solas Hospital School held on 4th February 2025 (**Appendix 6F**)
- Coolock CC held on 28th January 2025 (**Appendix 6G**)
- Coolock CC held on 19th November 2024 (Appendix 6H)
- Coolock CC held on 14th September 2024 (Appendix 6I)
- Kylemore College held on 26th November 2024 (Appendix 6J)
- Kylemore College held on 20th November 2024 (Appendix 6K)
- Crumlin Southwest Campus held on 4th December 2024 (Appendix 6L)
- Plunket Northeast Campus held on 26th November 2024 (Appendix 6M)
- Plunket Northeast Campus held on 6th February 2025 (Appendix 6N)

- An Cosán SCC held on 5th February 2025 (Appendix 6O)
- Ellenfield CC held on 26th November 2024 (Appendix 6P)
- Marino College held on 16th September 2024 (Appendix 6Q)
- Marino College held on 21st October 2024 (Appendix 6R)
- Marino College held on 17th December 2024 (Appendix 6S)
- Marino College held on 4th February 2025 (Appendix 6T)
- Marino College held on 13th February 2025 (Appendix 6U)
- Clonturk CC held on 11th December 2024 (Appendix 6V)
- Clonturk CC held on 11th December 2024 (Appendix 6W)
- Clonturk CC held 11th June 2024 (Appendix 6X)
- Clonturk CC held on 28th January 2025 (Appendix 6Y)
- Clonturk CC held on 7th November 2024 (Appendix 6Z)
- Clonturk CC held on 9th May 2024 (Appendix 6Z (1))
- Larkin CC held on 13th February 2025 (Appendix 6Z (2))
- South City CNS held on 12th February 2025 (Appendix 6Z (3))
- Coláiste Ide Northwest Campus held on 13th December 2024 (Appendix 6Z (4))

7. Circular Letters, Inspection Reports and Correspondence

Whole School Evaluation Report – Beaumont Hospital School (Appendix 7A) was noted.
The Chair commended Beaumont Hospital School for the very positive report.

The Board were informed of the HOPE Congress 2025 which the City of Dublin ETB were proud to co-host.
The HOPE Congress is a gathering of educators, healthcare professionals and researchers dedicated to the education of children and young people with medical or mental health needs.
There were delegates from hospital schools across the world attending the congress.

8. Members' Business

9. Chairperson's Business

- The Board were advised of the additional dates provided for the ETB Board Governance Training Phase 3. The board were encouraged to attend this training and to confirm with the governance officer the date of preference to attend the training.
- The Board were advised that there will be an update given at the next meeting in June regarding youth services funding.

10. Next Meetings: Thursday 19th June 2025 at 5p.m.

The next board meeting will be held in person and via zoom. Board members were encouraged to attend in person at the meeting for their input into the Strategy Statement 2026-2030.