City of Dublin ETB Board Meeting October 2025

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

Present:

Cllr. Keith Connolly (Chairperson)
Cllr. Donna Cooney (online)
Mr. Malachy Farrell
Cllr. Declan Flanagan (online)
Cllr. Jesslyn Henry (online)
Cllr. Rory Hogan
Cllr. Vincent Jackson (online)
Cllr. Dermot Lacey (online)
Cllr. Michael MacDonncha (online)
Ms. Denise McMorrow (online)
Cllr. Cat O'Driscoll (online)
Cllr. Gayle Ralph (online)
Mr. Michael Smyth
Mr. Aidan Sweeney (online)

In attendance:

Ms. Kay Cullinan (Director of OSD*)
Ms. Aideen O'Riordan (Director of OSD* - Finance)
Mr. Blake Hodkinson (Director of FET)
Mr. John Moriarty (Director of FET)
Mr. Damien Costello (Governance Officer)
**Organisation Support & Development*

Apologies:

Dr. Christy Duffy (Chief Executive)
Ms. Wesleigh O'Hagan (Director of Schools)
Mr. Philip Connolly (Director of Services SUSI)
Ms. Bernadette Bourke
Ms. Audrey Cepeda
Mr. Adrian Cummins
Mr. Niall Donald
Cllr. Colm O'Rourke

The Chairperson informed the board that Ms. Pamela Raftery (parent representative) is no longer eligible as a board member and Cllr. Carolyn Moore (Dublin City Council representative) has resigned from the City of Dublin ETB Board. The chairperson thanked both former members for their hard work and contributions as board members.

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 18th of September were approved.

Proposed by: Mr. Michael Smyth ***Seconded by: Cllr. Vincent Jackson***

3. Reserved Functions

3.1 **Finance Proposal for approval** (Appendix 3D).

The Director of OSD – Finance presented a proposal to the board for an overdraft facility with Bank of Ireland to a value of €5million. The Board were informed that such a facility had been approved by the

board in 2024 but the overdraft was not accessed as it was not required.
The proposal for an overdraft facility with Bank of Ireland to a value of €5million was approved in principle.

Proposed by: Mr. Michael Smyth ***Seconded by: Cllr. Michael MacDonncha***

Following the sanction of the Minister for an overdraft facility with Bank of Ireland to a value of €5million from 1st December 2025 to 30th November 2026, the Board approved the proposal for an overdraft facility.

Proposed by: Cllr. Vincent Jackson ***Seconded by: Cllr. Rory Hogan***

3.2 Launch of Strategy Statement 2026 - 2030

The Board had a presentation from members of the Strategy Statement Development Group at the board meeting in June and had approved the Strategy Statement 2026 – 2030 document at the board meeting in September. A discussion took place on the launch of the Strategy Statement 2026 – 2030 and a number of venues were discussed including Croke Park, RDS and a some of the City of Dublin ETB buildings such as Cathal Brugha street.

The need to showcase all the different attributes of City of Dublin ETB and what the organisation provides to the public was highlighted, practical workshops at the launch was proposed to facilitate this. How to attract as many bodies as possible was discussed, whether the launch should take place at the weekend and how to ensure the launch is a fun event that will encourage all ages to attend. The Board agreed the launch of the Strategy Statement would be of benefit to the organisation and members of the public.

3.3 City of Dublin ETB Board Self-Evaluation 2025 (Appendix 3A) was noted.

The Board were presented with the findings from their Board Self-Evaluation. The Chairperson informed the board of the various comments from board members that were included in the evaluation. The Chairperson identified certain findings from the evaluation that will be looked at in the future. The chair highlighted a request for a presentation from one of the training centres to the board. A discussion took place around acknowledging employees in the organisation when they retire, different proposals were discussed on how to do this and to celebrate employees achievements in general.

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

3.5 *Appendix 3C removed from October minutes as per November City of Dublin ETB Board meeting and November minutes opening paragraph. Approval of City of Dublin ETB Nominee, Parent/Student, Teacher, BoM Nominees to Boards of Management and Committees.

4. Chief Executive's Report

4.1 **Director of Schools Report** (Appendix 4A) was noted.
The Board congratulated all the students on receipt of their Junior Cycle Exam Results.

4.2 **Directors of FET Report** (Appendix 4B) was noted.
The Board were informed of how successful the Higher Options 2025 event in the RDS was. The City of Dublin ETB had a prominent information stand at the entrance to the event. The Board were advised that the City of Dublin ETB also participated in the WorldSkills exhibition with a demonstration stand at

the event where young people can experience and learn about a variety of skill-based career options.

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

4.4 **Director of OSD Report** (Appendix 4D) was noted.
A request was made that SEN classroom builds not to be referred to as units.

4.5 **Director of Services SUSI Report** (Appendix 4E) was noted.

4.6 **Draft Charities Regulatory Authority Annual Report 2024** (Appendix 4F) was noted.

4.7 **FOI Disclosure Log 2025** (Appendix 4G) was noted.

5. Risk

6. Boards of Management and Committees Minutes for Noting

The following Board of Management and Committee minutes were confirmed.

- Coolock CC held on 20th May 2025 (**Appendix 6A**)
- Ellenfield CC held on 1st May 2025 (**Appendix 6B**)
- Kylemore College held on 8th April 2025 (**Appendix 6C**)
- Kylemore College held on 12th June 2025 (**Appendix 6D**)
- Clonturk CC held on 11th June 2025 (**Appendix 6E**)
- Cabra CC held on 20th May 2025 (**Appendix 6F**)
- FET College Crumlin, Crumlin Road held on 30th April 2025 (**Appendix 6G**)
- FET College Whitehall, Mobhi Road held on 26th May 2025 **(Appendix 6H)**

7. Circular Letters, Inspection Reports and Correspondence

Noted.

8. Members' Business

9. Chairperson's Business

10. Next Meeting: Thursday 20th November 2025 at 5p.m.