City of Dublin ETB Board Meeting October 2024

Minutes of the meeting of the City of Dublin Education and Training Board held on Thursday 17th October 2024 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
Cllr. Donna Cooney (online)
Mr. Niall Donald (online)
Cllr. Declan Flanagan (online)
Cllr. Jesslyn Henry
Cllr. Rory Hogan
Cllr. Vincent Jackson (online)
Cllr. Dermot Lacey
Cllr. Micheál MacDonncha
Ms. Denise McMorrow
Cllr. Cat O'Driscoll
Ms. Pamela Raftery
Cllr. Gayle Ralph (online)
Mr. Michael Smyth
Mr. Aidan Sweeney(online)

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. John Moriarty (Director of FET)
Ms. Wesleigh O'Hagan (Director of Schools)
Mr. Philip Connolly (Director of SUSI)
Ms. Aishling Lennon (Head of Corporate Services)
**Organisation Support & Development*

Apologies:

Mr. Adrian Cummins
Mr. Malachy Farrell
Cllr. Carolyn Moore
Cllr. Colm O'Rourke

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

In accordance with the provisions of CL 002/2019 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 19th of September were approved.

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

3. Reserved Functions

3.1 The Director of OSD – Finance presented a proposal to for an overdraft facility with Bank of Ireland to a value of €5million. The Board were informed that this facility was proposed as a precaution to bridge

any potential funding gap until funding received in the new year. The Board were informed that such a facility had been previously approved in 2018 but the overdraft was not accessed as it was not required. The Board were advised the negotiations are ongoing in relation to FET budget provision.

The proposal for an overdraft facility with Bank of Ireland to a value of €5million was approved in principle.

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

Following the sanction of the Minister for an overdraft facility with Bank of Ireland to a value of €5million from 1 December 2024 to 30 November 2025, the board approved the proposal for an overdraft facility

Proposed by Audrey Cepeda ***Seconded by: Cllr. Cat O'Driscoll***

3.2 The nominations of Dr Shira Mehlman as Chairperson of the Audit and Risk Committee and Sean Paul Mahon as the Chairperson of the Finance Committee were approved.

Proposed by Cllr. Dermot Lacey ***Seconded by: Audrey Cepeda***

3.3 The following City of Dublin ETB Committee and Board of Management nominees were approved:

Audit and Risk Committee: Audrey Cepeda
Finance Committee: Gus O'Connell
Clogher Road Community College Board of Management: Dan Bradley
Ellenfield Community College Board of Management: Dan Bradley and Fiona Gallagher
Ringsend College Board of Management: Elizabeth Watson
City of Dublin ETB FET College Southwest Campus, Inchicore Board of Management: Cllr Ammar Ali
City of Dublin ETB FET College Central Campus, Liberties Board of Management: Cllr Ammar Ali

Proposed by Cllr. Micheál MacDonncha ***Seconded by: Cllr. Dermot Lacey***

3.4 The following Staff and Parent/Student Nominees to Boards of Managements were approved:

An Cosan Community Special School
Teacher Nominee: Cian Gleeson
Principal Nominee: Mairead O'Brien
Colasite Eoin
Teacher Nominee: Anna Poulsen
City of Dublin ETB FET College Southwest Campus, Ballyfermot
Teacher Nominees: Elaine Kearney, Jason King
City of Dublin ETB FET College Central Campus, Ballsbridge
BoM Nominees: Maeve Byrne, Mariana Prodan, John Holohan, Elizabeth Turley
City of Dublin ETB FET College Central Campus
Teacher Nominees: Elaine Given, Kieran Alcock

Proposed by Cllr. Dermot Lacey ***Seconded by: Michael Smyth***

3.5 Cllr. Vincent Jackson was nominated to the Reserve Members Forum for a period of three years.

Proposed by Cllr. Keith Connolly ***Seconded by: Cllr. Cat O'Driscoll***

3.6 [redacted]

4. Chief Executive's Report

4.1 **Director of Schools Report** (Appendix 4A) was noted.
The Board was informed that, as previously noted, An Cosan Special School was selected as a pilot school as part of the national on-site therapist pilot programme. The Director of Schools informed the Board that the therapists have been identified and have now commenced work in the school.

4.2 **Directors of FET Report** (Appendix 4B) was noted.
The Board were informed that detail requested at the previous meeting in relation to numbers and apprenticeships were included in the October FET Report. The Board were advised that there is an increase in learners across all FET programmes this year, with a 10% rise in PLC enrolment, following a 15% rise in 2023.

4.3 **Director of OSD (Finance) Report** (Appendix 4C) was noted.
The Director of Finance presented the Finance Report (Appendix 4C). The Board were informed that City of Dublin ETB reports on a cash basis (receipts and payments), rather than an accrual basis. The Director of Finance presented the overall Financial Position at August 2024, Cash Receipts and Payments year to date to 31st August 2024 and Schools/Head Office Pay and Non-Pay expenditure analysis to August 31st 2024.

4.4 **Director of OSD Report** (Appendix 4D) was noted.
The Board was informed that the contractor has now been appointed for Colaiste Dhulaigh works and the preferred bidder has been identified for Inchicore roof works. The Board were further informed that recruitment has commenced for two new senior positions (Grade 7 and APO) in estate management.

4.5 **Director of Services (SUSI) Report** (Appendix 4E) was noted.
The Board was informed that SUSI management will attend the next Joint Committee on Education, Further and Higher Education, Research, Innovation and Science.

4.6 ICT Backup and Restore Policy (Appendix 4F) was noted
4.7 ICT Access Control Policy (Appendix 4G) was noted
4.8 ICT Firewall Policy (Appendix 4H) was noted
4.9 ICT Virus and Malware Protection Policy (Appendix 4I) was noted

5. Risk

6. Boards of Management and Committees Minutes

The following Boards of Management and Committees minutes were confirmed.

- Coolock Community College held on 11th June 2024 (Appendix 6A)
- Whitehall CFE held on 10th April 2024 (Appendix 6B)

7. Circular Letters, Inspection Reports and Correspondence

Noted.

8. Members' Business

9. Chairperson's Business

ETB Townhall Event: Cllr Cat O'Driscoll will attend the ETB Townhall Event Wed 23rd of October with the Chief Executive on behalf of City of Dublin ETB.

10. Next Meeting: Thursday 21st November 2024 at 5p.m.

Note: Board requested that a schedule of Board meetings be circulated.