City of Dublin ETB Board Meeting September 2024

Minutes of the meeting of the City of Dublin Education and Training Board held on Thursday 19th September 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. Adrian Cummins
Mr. Niall Donald (online)
Mr. Malachy Farrell
Cllr. Declan Flanagan (online)
Cllr. Jesslyn Henry
Cllr. Rory Hogan (online)
Cllr. Vincent Jackson
Cllr. Dermot Lacey
Cllr. Micheál 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. Michael Smyth
Mr. Aidan Sweeney

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)
Mr. Philip Connolly (Director of SUSI)
Mr. Damien Costello (Governance Officer)
**Organisation Support & Development*

Apologies:

Ms. Aideen O'Riordan (Director of OSD* - Finance)

The Chief Executive welcomed the Board Members to the first meeting of the City of Dublin ETB Board following the post election meetings.

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. Election of the Chairperson and Deputy Chairperson

The Chief Executive requested nominations for the position of Chairperson and Deputy Chairperson.

Nomination for Chairperson:

Cllr. Keith Connolly

Proposed by: Cllr. Dermot Lacey ***Seconded by: Cllr. Rory Hogan***

Nomination for Deputy Chairperson:

Ms. Audrey Cepeda

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

3. Minutes and Matters Arising

The minutes of the City of Dublin ETB Post Election meeting 1 and City of Dublin ETB Post Election meeting 2 on the 5th of September 2024 were approved.

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

4. Reserved Functions

4.1 City of Dublin ETB Nominees on Committees were approved as per **Appendix 4A**.

4.2 City of Dublin ETB Nominees on Boards of Management were approved as per **Appendix 4B**.

4.3 Staff and Parent Nominees to Boards of Managements and Committees were approved as per **Appendix 4C**.

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

4.4 ETB Post-Primary Board of Management Terms of Reference were approved.

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

4.5 Nominees to replace City of Dublin ETB Board Members on interviews were approved.

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

4.6 Cllr. Vincent Jackson was nominated as the City of Dublin ETB Nominee to IPB Insurance.

Proposed by: Cllr. Keith Connolly ***Seconded by: Ms. Audrey Cepeda***

4.7 City of Dublin ETB Delegates to attend the ETBI Conference September 25th & 26th were approved.

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

5. Chief Executive's Report

5.1 **Director of Schools Report** (Appendix 5A) was noted.

The Board was informed of the Department of Education's plans for a national survey of parents of primary and pre-school children to determine what kind of education they want for their child. As ETBs are the State Provider for Education, City of Dublin ETB should be the first choice for families. The Board was advised that parents or schools interested in supporting the reconfiguration of designated primary schools to becoming Community National Schools in the Dublin City area can log their Expression of Interest through the www.cns.ie website.

5.2 **Directors of FET Report** (Appendix 5B) was noted.

The Board was advised that the City of Dublin ETB has recently moved to a campus model of provision. The Board was informed that FET funding is received from the Department of Further and Higher Education, Research, Innovation and Science (DFHERIS) through Solas.

The Board was informed that the FET budget for City of Dublin ETB in 2024 had not been funded in keeping with expanded activity levels and nationally agreed pay increases, resulting in a funding gap. Negotiations are ongoing with SOLAS however it is likely that there will still be a shortfall by year end.

A request was made for a breakdown of each campus to be presented to the board at the next meeting and for a breakdown of craft apprenticeships numbers.

A query was raised regarding whether or not Authorized Officers (Senior Training Advisers) needed to be subject matter experts in each Apprenticeship discipline.

The board was advised that a detailed breakdown of FET numbers will be provided for the October Board meeting.

5.3 **Director of OSD (Finance) Report** (Appendix 5C) was noted.

5.4 **Director of OSD Report** (Appendix 5D) was noted.

[redacted]

The Board was informed of the progress on several capital projects: Inchicore College Roof works,

Kylemore College Science Room, Ringsend ASD classroom and the PV panel project.
The Board was advised that there is one vacant building on the property register – Old Whitehall College building.

5.5 **Director of Services (SUSI) Report** (Appendix 5E) was noted.
The Board was informed that they will receive a presentation on SUSI at a future board meeting.

6. Risk

7. Boards of Management and Committees Minutes

The following Boards of Management and Committees minutes were confirmed.

- Clogher Road Community College held on 28th May 2024 (Appendix 7A)
- Coolock Community College held on 6th February 2024 (Appendix 7B)
- Coolock Community College held on 14th March 2024 (Appendix 7C)

8. Circular Letters, Inspection Reports and Correspondence

Noted.

9. Members' Business

10. Chairperson's Business

11. Next Meeting:

Thursday 17th October 2024 at 5p.m.

Note: The first of three ETBI Governance Training sessions for Board Members is provisionally booked to take place before the board meeting **Thursday 17th October at 2pm-4.30pm.** The training will be delivered by the Institute of Public Administration. While an online option will be facilitated, those wishing to receive the IPA Certificate of Attendance for the course are expected to attend this session in person. Two further training sessions will be online.