

**MEETING OF DUBLIN AND DÚN LAOGHAIRE EDUCATION AND TRAINING
BOARD HELD ON 16th DECEMBER, 2013 IN THE GREEN ISLE HOTEL,
CLONDALKIN,**

Present: Cllr. Gerry McGuire, Cathaoirleach
Cllr. Donal Marren, Leas Cathaoirleach
Cllr. Ken Farrell
Cllr. Emma Coburn
Cllr. Joan Maher
Cllr. David McGuinness
Cllr. Michael O'Donovan
Cllr. Therese Ridge
Cllr. Carrie Smith
Cllr. Guss O'Connell
Cllr. Niamh Bhreathnach
Cllr. Cormac Devlin
Cllr. Jane Dillon Byrne
Cllr. Donna Pierce
Cllr. Gerry Harkan
Cllr. Patricia Stewart
Ms. Deirdre Doherty-Ryan
Ms. Aideen Mulcahy
Mr. John O'Reilly
Mr. Don Tipping
Ms. Liz Kelly
Mr. William Dockrell
Mr. Thomas Taylor
Mr. Tony Clements

Apologies: Ms. Inez Bailey
Mr. Pat Ward
Ms. Rose Callan
Ms. Angela Timlin
Dr. Marie Griffin Education Officer
Ms Deirdre Keyes Education Officer

In Attendance: Mr. Paddy Lavelle Chief Executive Officer
Mr. Paul McEvoy Head of Organisation Services
Mr. Martin Clohessy Finance Officer

At the outset a vote of sympathy was extended to Ms Emer O'Connor (former Deputy Principal, Firhouse CC) on the death of her Mother and the family of Ms Bridget Browne, retired caretaker in Senior College Dun Laoghaire. A minute's silence was observed

1. Minutes: Meeting, 18th November, 2013

The minutes were confirmed and signed on the proposal of Cllr. Gerry McGuire, seconded by Cllr. Jane Dillon Byrne.

2. Matters Arising.

None

3. Consideration of Reports from Sub Committees.

3.1 Subcommittee Report
Castleknock Community College, 13th November, 2013
(Appendix A)

The report was adopted on the proposal of Cllr. David McGuinness, seconded by Cllr. Gerry McGuire.

3.2 Subcommittee Report
Coláiste de hÍde, 22nd January, 2013
(Appendix B)

The report was adopted on the proposal of Ms Aideen Mulcahy, seconded by Cllr. Gerry McGuire.

3.3 Subcommittee Report
Collinstown Park Community College, 5th February, 2013
(Appendix C)

The report was adopted on the proposal of Mr John O'Reilly, seconded by Cllr. Ken Farrell.

3.4 Subcommittee Report
Collinstown Park Community College, 19th February, 2013
(Appendix D)

The report was adopted on the proposal of Mr. John O'Reilly, seconded by Cllr. Ken Farrell.

3.5 Subcommittee Report
Collinstown Park Community College, 9th April, 2013
(Appendix E)

The report was adopted on the proposal of Mr John O'Reilly, seconded by Cllr. Gerry McGuire.

3.6 Subcommittee Report
Deansrath Community College, 6th November, 2013
(Appendix F)

The report was adopted on the proposal of Mr John O'Reilly, seconded by Cllr. Gerry McGuire.

3.7 Subcommittee Report
Deansrath Community College, 26th November, 2013
(Appendix G)

The report was adopted on the proposal of Cllr. Ken Farrell, seconded by Cllr. Gerry McGuire.

3.8 Subcommittee Report
Gaelcholáiste Reachrann, 15th October, 2013
(Appendix H)

The report was adopted on the proposal of Cllr. Joan Maher, seconded by Cllr. Gerry McGuire.

3.9 Subcommittee Report
Greenhills College, 7th October, 2013
(Appendix I)

The report was adopted on the proposal of Mr Don Tipping, seconded by Cllr. Gerry McGuire.

3.10 Subcommittee Report
Mount Seskin Community College, 4th November, 2013
(Appendix J)

The report was adopted on the proposal of Cllr. Ken Farrell, seconded by Cllr. Gerry McGuire.

- 3.11 Subcommittee Report
Riversdale Community College, 25th September, 2013
(Appendix K)

The report was adopted on the proposal of Cllr. Ken Farrell, seconded by Ms Aideen Mulcahy.

- 3.12 Subcommittee Report
Sallynoggin CFE, 17th April, 2013
(Appendix I)

The report was adopted on the proposal of Cllr. Jane Dillon Byrne, seconded by Cllr. Niamh Bhreathnach.

- 3.13 Subcommittee Report
Sallynoggin CFE, 6th November, 2013
(Appendix J)

The report was adopted on the proposal of Cllr. Niamh Bhreathnach, seconded by Cllr. Jane Dillon Byrne.

- 3.14 Subcommittee Report
Youth and Sport committee, 4th December, 2013
(Appendix K)

The report was adopted on the proposal of Cllr. Guss O'Connell, seconded by Cllr. Gerry McGuire.

4. Business submitted by the Chief Executive Officer.

4.1 Finance.

The Board's financial position as at 30th November was noted as follows;

Balance per Bank as at 31 October 2013	10,207,913
Plus lodgements made in November 2013	14,910,155
Less expenditure in November 2013	14,399,947
Balance as on 30 November 2013	<u>10,718,122</u>

Bank Accounts – Training Centres

It was agreed on the proposal of Cllr. Gerry Horkan, seconded by Cllr. Gerry McGuire to transfer the training centre bank accounts to DDLETB.

Borrowing

Members were advised that the bank requires the Board to have a borrowing facility in order to meet the protocols required for EFT payments. It was agreed on the proposal of Cllr. Gerry Horkan, seconded by Cllr. Gerry McGuire to seek such a facility from the Bank, subject to the approval of the Department.

4.2 Staff:

Appointments/Promotions/Resignations/Career Breaks/Job-sharing/Pro Rata Contracts.

Noted

4.3 Building Programme

The following was noted and discussed in respect of the Board's current building programme:

Donabate Community College – All Weather Pitch

Discussions with Fingal County Council are ongoing on the extent and design of possible remedial works.

Gaelcholáiste Reachrann

A recent meeting with the Department has clarified issues relating to the cost plan. Further discussions are necessary with the design team.

The delay with this project was noted and members were advised that issues relating to the design team were currently being addressed.

Balbriggan Sports Hall/Extension (Devolved Project)

Following a meeting with the architects it was agreed that the design team would bring the design process to stage 1. Due to changes in the market, it may be necessary to re tender construction of the sports hall.

Difficulties with this project, in the context of the current Acting Principal currently being on sick leave, were highlighted. Members were assured that the project is being progressed as quickly as possible.

Lucan Community College - Extension

The Department, in conjunction with DDLETB, is reviewing the recently submitted value engineering report.

Castleknock Sports Hall & Classrooms

Tenders for construction are due to be returned on 20th December.

Luttrellstown Community College Phase 2

Stage 1 of the design process is being completed.

In view of the difficulties experienced with local residents when securing planning permission for phase 1, the need to re-engage in the locality as early as possible on planning for stage 2 was highlighted. Members were advised that the Department, which is the client for the project, is aware of the necessity for local dialogue and the Board's officers will assist in this regard. .

Kishoge Community College (Devolved Project)

A report on tenders received from building contractors was submitted to the Department last week and a response is awaited. Enabling works are continuing.

Ardgillan – Permanent Extension

The project is progressing well and on schedule for a phased delivery in accordance with the contract.

St. Finian's Community College Extension (Devolved Project)

Pending the completion of the variation process for rezoning of the Board's land adjacent to the current building, the design team is working on a revised stage 1.

Lusk Community College – Phase 2

Approval of stage 1 of the design process is awaited, pending submission of further information by the mechanical and electrical consultants.

Citywest Risk Management Works

A final cost plan for the works is being submitted to the Department this week. As a contractor is already selected, it is expected that works will commence early in January.

Citywest – Scoil Niamh

Works to the entrance of the site, as conditioned by South Dublin County Council, continue and include provision of additional car parking spaces.

Temporary Accommodation – 2014

A decision is awaited on applications submitted for temporary accommodation at the following schools:

- Gaelcholáiste Reachrann
- Scoil Niamh & Educate Together National School, Citywest
- Lucan Community College

Senior College, Blackrock

Completion of the building is now expected for late February.

Dún Laoghaire Further Education College

The Department has approved the emergency works application for external structural repairs.

Summer Works 2014

Applications for 20 projects have been submitted.

Members noted with regret the Department's decision not to provide funding for PLC/F.E. Colleges. They also noted that the Cathaoirleach has written to the Minister in this regard.

Institute of Horology, Blanchardstown

The Department has requested that the Board accommodate the new second level school for Tyrrellstown, under the patronage of Le Chéile, in the building for the 2014/15 academic year. The Board will assist the school authorities with necessary refurbishment works to facilitate the new school.

It was unanimously agreed to accede to the Departments request.

4.4 Miscellaneous

SOLAS – Training Centres

The CEO briefed the meeting on progress in facilitating the transfer of the centres to DDLETB on 1st January, 2014. Planning in this regard is well advanced to the extent that a smooth transfer of responsibilities and operations is envisaged. Staff from the three centres have met with the CEO in tandem with the I.R. discussions which are ongoing at national level. In due course the Board will be required to respond to the national Further Education policy which is currently being formulated.

It was agreed to consider the 2014 business plan for the centres at the Board's January meeting.

Kishoge Community College – Appointment of Principal

Members noted that interviews for the post of Principal were held today.

New School – Kingswood

Members were advised that the Department has designated the Board as the patron of the new school for Kingswood, Tallaght. The school will open in September, 2016. It was noted that the architectural plans for the new school received an award from the RIAI.

Music Generation

Members noted that the Board has been approved for the music generation programme for 2014.

School App.

It was noted that the school app, as developed by St Finian's Community College, is currently being implemented in all the Board's Colleges, the cost of which is being met through sponsorship from Irish Public Bodies, Insurers.

5. Correspondence from Departments.

- 5.1 Circular Letter 0057/2013, Panel access for fixed-term/temporary (this includes substitute) and part-time teachers to the Supplementary Redeployment Panel for the 2014/15 school year.

Noted

- 5.2 Circular Letter 0058/2013, Home School Community Liaison Scheme.

Noted

- 5.3 Circular Letter 0060/2013, Public Procurement.

Noted

- 5.4 Circular Letter 0061/2013, Payment of Tool Allowance to Craft Workers under the Parallel Benchmarking Agreement for State Industrial Craft Workers.

Noted

- 5.5 Circular Letter 0062/2013, Grant Scheme for Minor Works to National School Properties.

Noted

6. Correspondence from other sources.

- 6.1 Correspondence from Institute of Technology Tallaght Dublin regarding Staff Representative on Governing Body.

It was agreed to recommend to the Minister, the appointment of Mr Tim O'Connor, as replacement academic staff representative.

- 6.2 Correspondence from Educate Together regarding change of nominee to the Board of Management of Coláiste Pobail Setanta.

The change in nominee, in the form of Ms Vanya Sargent, was accepted.

The continued representation of Educate Together (ET) on the board of management of Pobail Scoil Setanta was discussed in the context of ET opening a new second level school nearby in Hansfield, was discussed. It was agreed to address the matter further following the forthcoming local elections, when the new Board (DDLETB) will require to reconstitute all of its boards of management.

7. To consider replacement of Archbishop's Nominee on Board of Management of Grange Community College. (Deferred from November meeting)

Deferred

8. Any other business at the discretion of the Cathaoirleach.

S.U.S.I.

The improvements in the administration of third levels grants in 2013 were highlighted. It was agreed, on the proposal of Mr Tom Taylor, seconded by Cllr. Gerry McGuire, to write to SUSI complimenting it on the significant improvement.

March 2014 Meeting

As the third Monday of March is a bank holiday it was agreed to hold the Board meeting on 31st March commencing at 18.00.

Corporate Governance – Code of Practice

Members noted that a new code of practice has been circulated by ETBi in draft format. The issuing of a new code is in the context of the aggregation of VECs to ETBs and the transferring of former SOLAS Training Centres on 1st January.

It was agreed that a committee, comprising of the following members, would convene in January to review the draft code with a view to reporting to the Board at its February meeting.

Cllr. Gerry McGuire, Cathaoirleach
Cllr. Donal Marren, Leas Cathaoirleach
Mr Joe Pitcher, Chairman, Audit Committee
Cllr. Gerry Horkan
Mr Don Tipping

Freedom of Information Bill

Members noted that ETBs are comprehended by the new Bill, which will be retrospective to 2008.

The meeting then concluded

Signature of Cathaoirleach: _____