

**MEETING OF DUBLIN AND DÚN LAOGHAIRE EDUCATION AND TRAINING
BOARD HELD ON 18th NOVEMBER, 2013 IN THE SOUTH DUBLIN COUNTY
COUNCIL CHAMBER.**

Present: Cllr. Gerry McGuire Cathaoirleach
Cllr. Donal Marren Leas Cathaoirleach
Cllr. Ken Farrell
Cllr. Pat Hand
Cllr. Emma Coburn
Cllr. Dermot Looney
Cllr. Joan Maher
Cllr. David McGuinness
Cllr. Guss O'Connell
Cllr. Michael O'Donovan
Cllr. Therese Ridge
Cllr. Carrie Smyth
Ms. Deirdre Doherty-Ryan
Ms. Aideen Mulcahy
Mr. John O'Reilly
Mr. Don Tipping
Mr. Joseph Pitcher
Ms. Rose Callen
Ms. Liz Kelly
Mr. Pat Ward
Ms. Inez Bailey
Cllr. John Bailey
Cllr. Maria Bailey
Cllr. Niamh Bhreathnach
Mr. Tony Clements
Cllr. Cormac Devlin
Cllr. Jane Dillon Byrne
Cllr. Gerry Horkan
Cllr. Patricia Stewart
Mr. Tom Taylor

Apologies: Mr. William Dockrell
Cllr. Caitriona Jones
Cllr. Donna Pierce
Ms. Frances Kelly
Ms. Angela Timlin

| | | |
|-----------------------|---------------------|-------------------------------|
| In Attendance: | Mr. Paddy Lavelle | Chief Executive Officer |
| | Dr. Marie Griffin | Education Officer |
| | Ms. Deirdre Keyes | Education Officer |
| | Mr. Paul McEvoy | Head of Organisation Services |
| | Mr. Martin Clohessy | Finance Officer |
| | Ms. Eileen Cullen | Assistant Principal Officer |

At the outset a vote of sympathy was extended to Ms Margaret Hogan, Assistant Principal Officer, on the recent passing of her sister. A minute's silence was observed.

Congratulations and best wishes were extended to Cllr Caitriona Jones on the birth of twins.

1. Minutes: Meeting, 21st October, 2013

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

2. Matters Arising.

None

3. Consideration of Reports from Sub Committees.

3.1 Subcommittee Report
Ardgillan Community College, 22nd October, 2013
(Appendix A)

Student Development

Members were of the view that the programme in Ardgillan should be extended to 1st years in all of the Board's colleges.

The report was adopted on the proposal of Cllr Joan Maher, seconded by Ms Deirdre Doherty-Ryan.

3.2 Subcommittee Report
Castleknock Community College, 11th September, 2013
(Appendix B)

The report was adopted on the proposal of Ms Rose Callan, seconded by Cllr David McGuinness.

- 3.3 Subcommittee Report
Castleknock Community College, 7th October, 2013
(Appendix C)

The report was adopted on the proposal of Ms Rose Callan, seconded by Cllr David McGuinness.

- 3.4 Subcommittee Report
CFE Dundrum, 3rd October, 2013
(Appendix D)

The report was adopted on the proposal of Cllr Pat Hand, seconded by Cllr Carrie Smyth.

- 3.5 Subcommittee Report
Dún Laoghaire Further Education Institute, 1st October, 2013
(Appendix E)

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

- 3.6 Subcommittee Report
Coláiste Pobail Setanta, 8th October, 2013
(Appendix F)

The report was adopted on the proposal of Cllr David McGuinness, seconded by Cllr Michael O'Donovan.

- 3.7 Subcommittee Report
Firhouse Community College, 26th September, 2013
(Appendix G)

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

- 3.8 Subcommittee Report
Lucan Community College, 27th May, 2013
(Appendix H)

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

- 3.9 Subcommittee Report
Mount Seskin Community College, 30th September, 2013
(Appendix I)

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

- 3.10 Subcommittee Report
Senior College Dún Laoghaire, 1st October, 2013
(Appendix J)

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

- 3.11 Subcommittee Report
St Kevin's Community College, 23rd October, 2013
(Appendix K)

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

- 3.12 Subcommittee Report
St. MacDara's Community College, 8th October, 2013
(Appendix L)

The report was adopted on the proposal of Cllr Dermot Looney, seconded by Cllr Gerry McGuire.

- 3.13 Subcommittee Report
Dún Laoghaire VEC Finance Sub-committee, 28th June, 2013
(Appendix M)

The report was adopted on the proposal of Cllr Jane Dillon Byrne, seconded by Mr Tom Clements

- 3.14 Subcommittee Report
Dún Laoghaire VEC Finance Sub-committee, 30th October, 2013
(Appendix N)

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

3.15 Subcommittee Report
Dún Laoghaire VEC Audit Sub-committee, 6th November, 2013

Noted

Members paid tribute to the staff of Dún Laoghaire VEC for their financial stewardship of the organisation.

4. Business submitted by the Chief Executive Officer.

4.1 Finance.

Members noted the current financial position of the Board as follows:

| | |
|---|--------------------------|
| Balance per Bank as at 30 September 2013 | 14,784,147 |
| Plus lodgements made in October 2013 | 10,540,742 |
| Less expenditure in October 2013 | 12,948,683 |
| Balance as on 31 October 2013 | <u>12,376,206</u> |

Members were briefed on the financial impact of the 2013 budget on the Board's services.

Dún Laoghaire VEC V15 2012

Details of the annual accounts for Dún Laoghaire VEC for the year ending 31st December, 2013 were outlined. The accounts, as presented, were adopted on the proposal of Cllr Jane Dillon Byrne, seconded by Mr Tom Clements.

The Statement of Internal Financial Control (SIFC) was approved on the proposal of Ms Deirdre Doherty-Ryan, seconded by Cllr Gerry McGuire.

4.2 Staff:

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

Noted

4.3 Building Programme

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

Donabate Community College – All Weather Pitch

A report from the specialist consultant, on the optimum level at which the pitch could be reinstated, is awaited. A fee proposal for this report is awaited.

Gaelcholáiste Reachrann

The Department has responded on the revised cost reconciliation and the issues raised are being reviewed by the design team.

Balbriggan Sports Hall/Extension (Devolved Project)

Following a recent meeting with the Department matters relating to the proposed masterplan are being clarified with the design team. The possible installation of temporary accommodation, to meet the expected student increase in September 2015, is being considered.

Lucan Community College - Extension

A value engineering report on the possible separation of the refurbishment of the existing building and the extension has recently been submitted by the design team. Following a review of the report a recommendation will be made to the Department on how best to progress the project. The Department has agreed to the provision of temporary accommodation for September 2014 to cater for increased enrolments.

Castleknock Sports Hall & Classrooms

An RFT (request for tender) issued to the pre-qualified contractors on Friday (15th). The closing date for receipt of completed tenders is 20th December.

Luttrelstown Community College Phase 2

Completion of stage 1 of the design process awaits confirmation from Fingal County Council of its financial contribution towards the enhanced community facility.

Kishoge Community College (Devolved Project)

Following a request from a number of contractors the closing date for submission of completed tenders was extended by 1 week to the 19th November. The unexpected issue relating to drainage of part of the site appears to be satisfactorily resolved with South Dublin County Council.

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)

The variation order process for rezoning of the land adjacent to the College and which is in the ownership of the Board, is expected to be completed on 10th February, 2014. In the meantime the design team is being requested to redraft its outline sketch plan on the basis of the land becoming available. A proposal for the provision of temporary accommodation for September 2015, to meet the expected increase in student enrolments, is currently being considered.

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 on the necessary works is nearing completion. A contractor has been selected, following a procurement process.

Citywest – Scoil Niamh

Works to the entrance of the site, as conditioned by South Dublin County Council, have commenced. Plans for additional car parking spaces are in train.

Temporary Accommodation – 2014

It is expected that applications, in respect of Scoil Niamh, Educate Together National School and Lucan Community College will be submitted to the Department next week.

Senior College, Blackrock

Completion of the building is expected for late January.

Dún Laoghaire Further Education College

An emergency works application has been submitted to the Department for external structural works.

Summer Works 2014

Applications for a series of projects under this scheme are currently being formulated.

Members expressed concern at the Department's decision not to include Further Education (FE) colleges in the summer works scheme. A number of the Board's FE colleges require urgent repair and maintenance works. It was unanimously agreed that the Cathaoirleach would write to the Minister in this regard.

4.4 Miscellaneous

The CEO reported on the following:

Kishoge Community College

Cllr Guss O'Connell was appointed as Cathaoirleach of the College's board of management. The post of Principal was publicly advertised recently.

SOLAS

SOLAS was established on the 27th October replacing FÁS. The SOLAS Board, recently appointed, includes Ms Cecilia Munro, Principal, Dun Laoghaire Further Education Institute. Mr Sean Burke, CEO, Limerick and Clare ETB was also appointed to the Board. Discussions, at national level, are ongoing on I.R. issues relating to staff in training centres which are transferring to ETBs on the 1st January, 2014.

4.5 Presentation on Community National School Model.

A presentation was made on the Community National School model. DDLETB currently has five such schools; Scoil Niamh, Citywest, Scoil Ghráinne, Phibblestown, Scoil Choilm, Luttrellstown, Scoil Chormac, Balbriggan and Scoil Oscair, Lucan. The approach taken on religious instruction was outlined. The challenges facing the Board and other ETBs in promoting the CNS model were highlighted.

A copy of one of the school's admissions policy and the presentation to be circulated.

5. Correspondence from Departments.

5.1 Circular Letter 0050/2013, Changes to the Legend and Symbols on the 1:50,000 Discovery Series Ordnance Survey (OS) Maps used for Teaching, Learning and in Examinations.

Noted

5.2 Circular Letter 0052/2013, Procedures on the Commencement of Section 30 in Recognised Schools.

Noted

5.3 Circular Letter 0053/2013, Travel Pass 2014.

Noted

5.4 Circular Letter 0055/2013, Transition Year Certificates - Revised arrangements 2013-2014.

Noted

5.5 Circular Letter 0056/2013, Computer Studies Certificates - Revised arrangements 2013-2014.

Noted

5.6 Circular Letter 0059/2013, Summer Works Scheme (SWS) 2014.

Noted

5.7 Circular Letter 05/13 from the Department of Public Expenditure and Reform, Procurement of Legal Services and Managing Legal Costs.

Noted

6. Correspondence from other sources.

6.1 Correspondence from the Minister of Education & Skills regarding the appointment of Cllr. Jane Dillon Byrne to the Governing Body of IADT.

Noted

6.2 Correspondence from Lusk Community College regarding all Representatives on Board of Management.

The nominations as outlined were unanimously accepted.

6.3 Correspondence from Educate Together regarding change of nominee to the Board of Management of Ardgillan Community College.

The change of nominee was unanimously accepted.

7. To consider the appointment of Finance & Audit Committees.

Finance Committee

The following were unanimously appointed:

Cllr Ken Farrell
Cllr Gerry McGuire
Mr Don Tipping
Cllr Guss O'Connell
Ms Liz Kelly
Mr John O'Reilly
Cllr Emma Coburn
Cllr John Bailey
Cllr Maria Bailey
Mr Tony Clements
Mr William Dockrell
Ms Frances Kelly

Audit Committee

The following were unanimously appointed:

Mr Joe Pitcher
Cllr Joan Maher
Ms Deirdre Doherty-Ryan
Ms Rose Callan
Cllr Caitriona Jones
Cllr Michael O'Donovan
Mr Thomas Stone
Ms Inez Bailey
Cllr Niamh Bhreathnach
Cllr Cormac Devlin
Cllr Jane Dillon Byrne
Ms Angela Timlin

Mr Joe Pitcher was nominated for the position of Chairperson of the Audit Committee on the proposal of Mr Don Tipping, seconded by Cllr David McGuinness. As the appointment was not unanimous Cathaoirleach called for a vote which resulted as follows:

For 14
Against 9

The Cathaoirleach deemed Mr Pitcher appointed as Chairperson of the Audit Committee.

8. **To consider replacement of Archbishop's Nominee on Board of Management of Grange Community College.**

Deferred

9. **Any other business at the discretion of the Cathaoirleach.**

ASTI Dispute

Members were briefed on the impact of the dispute on the Board's colleges which is deemed not significant at this stage.

The meeting then concluded.

Signature of Cathaoirleach:_____