

Minutes of meeting of Dublin and Dun Laoghaire Education and Training Board held on MSTeams and in 1 Tuansgate, Belgard Square East, Tallaght, Dublin 24.

Meeting: 4:30 pm, 21st November 2022

Present: Cllr Brigid Manton, Cllr Cathal Boland, Colm Kilgallon, Brendan O'Halloran, Daneve Harris, Gerry Maguire, Claire Markey, Cllr John Walsh, Cllr Yvonne Collins, Cllr Michael Clark, Cllr Pamela Kearns, Susan Duffy, Paul McNally, Cllr Una Power, Cllr Siobhan Shovlin.

Apologies: Debbie Howlett, Director of Organisation Support and Development.

Absent: Cllr Kazi Ahmed, Cllr Pamela Conroy, Ken Farrell, Anne Genockey.

In Attendance: Caitríona Murphy, CEO; Adrian Flynn, Director of Schools; Nichola Spokes, Director of Schools; Siobhan Lynch, Director of FET; Claire Keane, Public Affairs Officer (Acting); Treacy Byrne, Buildings Officer; Emma Maloney, PA to SMT.

Documentation:

Uploaded Electronically

Welcome

The Cathaoirleach, Claire Markey, presented the meeting and welcomed everyone.

Condolences

Condolences were extended to all families of staff bereaved over the last month.

1. Declaration of Conflict of Interest

No conflicts were declared

2. Matters for the Resolution of the Board

The Minutes of previous meetings were approved

20th June Proposed: Cllr Michael Clark, Seconded: Colm Kilgallon

17th October Proposed: Cllr Yvonne Collins; Seconded: Cllr John Walsh

Boards of Management Members Appointments

The appointment of Colm Kilgallon as ETB representative to the board of management of St Finian's CC. Proposed: **Gerry McGuire, Seconded: Cllr Michael Clark**

The appointment of Cllr Siobhan Shovlin as ETB representative to the board of management of Luttrellstown CC. **Proposed: Cllr Cathal Boland, Seconded: Cllr John Walsh**

The appointment of Cllr Cathal Boland to the Audit and Risk Committee. **Proposed: Cllr Michael Clark, Seconded: Cllr John Walsh**

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Approval of retrospective Leases (See buildings report) The board approved all leases
Proposed: Claire Markey, Seconded: Cllr Cathal Boland
Proposed: Claire Markey, Seconded: Gerry McGuire

3. Matters for noting by the Board

Correspondence from Department – **Noted**
Committees of the Board - **Noted**

4. Matters Submitted by the Executive

CEO Report – Monday 21st November 2022

Welcome to this hybrid meeting.

Thank you all for your attendance today. I just want to note that Debbie Howlett is on leave for a few weeks and has decided to retire in January 2023. This will be a huge loss in DDLETB but we wish Debbie the happiest and healthiest retirement and wish to record this as we don't meet again until January 2023.

Director of Schools Update

Child Protection training started on Thursday 17th November for all Board members and Board of Management Child Protection Oversight. 60 members participated in the training on Thursday given by Suzanne Graham our recently appointed Child Protection Development Officer. Remaining members can opt for a further date on Tuesday 22nd November.

The Launch of the ETBI Patrons' Framework on Ethos takes place on Wednesday 23rd November in the Killashee Hotel. The ETBI Patrons' Framework on Ethos, which was developed by ETBI and the Centre for Evaluation, Quality and Inspection at Dublin City University (DCU), will support all ETB schools in Dublin and Dún Laoghaire living out their ethos. The Framework applies to the Community National Schools and Community Colleges under the patronage of ETBs. Dublin and Dún Laoghaire are the proud patrons of 10 Community National Schools and 31 Community Colleges.

Professor Anne Looney, Executive Dean of Dublin City University's Institute of Education will deliver the keynote speech at the event, and Carl O'Brien, Education Editor at the Irish Times,

will moderate a panel discussion on the theme 'Ethos in Action', featuring staff, learners and parents from across the ETB sector on the practical use of the ethos Framework.

DDLETB facilitate a Teacher Induction Programme for over 100 new Post Primary teachers. The event received very positive feedback.

Please see the DDLETB Development Newsletter Edition 7 is available on SharePoint

Director of Further Education and Training Report –November 2022.

Inaugural Review QQI update

The Inaugural Review of Quality Assurance in FET, DDLETB, QQI Review Report 2022 produced by the Independent Panel was received recently by DDLETB and the final version has been agreed with QQI for publication soon.

The Strategic Performance Agreement

The Strategic Performance Agreement between DDLETB and SOLAS has also been agreed. It includes targets under 10 headings as well as other priorities for FET between 2022-2024. The agreement will be published soon.

FET Response to Ukrainian Refugee Crisis

The Adult Education Services (AES) across the county continue to manage the initial response to the Ukrainian Refugee Crisis and have provided information sessions with translators in hotels, rest centres, community centres and libraries as required. As the main reception centres for refugees are in Citywest and the Red Cow Hotel which are both located in the South Dublin County area while Fingal particularly the Swords area is also welcoming large numbers of refugees.

4,414 beneficiaries in ESOL FET in 2022. This is 1,783 higher than projected in January 2022 and is mainly due to the crisis in Ukraine. 77% are female and the age range is 18 to 83 years old.

Celebration Youthreach in Rush

Youthreach Education Centre in Rush celebrated 30 years in Rush on Thursday 22 September 2022. Deputy Mayor Cathal Boland marked the event and past pupils also spoke at the event about their progression from Youthreach and how their time in Youthreach changed their lives. President Higgins sent a letter to mark the occasion and Simon Harris, the Minister for Further and Higher Education, Research, Innovation and Science and European Commissioner for Jobs and Social Rights, Mr Nicolas Schmitt sent videos outlining the importance of Youthreach programmes to young people and communities in Ireland.

Appointments FET Management team

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New Principals have been recruited for Sallynoggin College of Further Education (Enda Kenny) and Blackrock Institute of Further Education (Tina Reddin). A new manager has been appointed to Tallaght Training Centre (Wesley George).

Symposium on the Recognition of Prior Learning

A symposium entitled “A National and European Perspective of Recognition of Prior Learning (RPL) in FET” took place on the 28th September, 2022. This was an Erasmus+ FlexLearn which enabled DDLETB staff to connect with peers and professionals from Ireland, Finland, Estonia and the Netherlands. The event was organised by two of the FET management team (Tina Reddin and Enda Kenny). There were speakers from Munster Technical University MTU, QQI, The RPL Network Ireland, and FESS, and the FET Quality Office. The symposium also included presentations from our European partners in Finland, Estonia and Netherlands.

5.1 Finance Report Noted

DUBLIN & DUN LAOGHAIRE EDUCATION & TRAINING BOARD FINANCIAL REPORT- YEAR TO DATE OCTOBER 2022						
	Programme	Opening Grant Cash Balance	Receipts	Payments	Closing Grant Cash Balance	
		1st January 2022			31st October 2022	
TOTAL MAIN SCHEME PAY		(26,058)	(102,487,331)	106,656,308	4,142,919	
TOTAL MAIN SCHEME NON-PAY		(3,022,758)	(7,181,887)	7,456,715	(2,747,930)	
TOTAL ASSOCIATED MAIN SCHEME		(7,206,187)	(4,625,394)	4,206,009	(7,625,572)	
TOTAL PRIMARY SCHOOLS		(1,228,502)	(1,919,898)	1,591,794	(1,556,606)	
TOTAL CAPITAL		(11,914,955)	(9,361,185)	12,576,799	(8,699,341)	
TOTAL THIRD LEVEL GRANTS		(171,666)	-	-	(171,666)	
TOTAL FURTHER EDUCATION & TRAINING		(3,639,491)	(69,435,137)	59,995,095	(13,079,533)	
TOTAL YOUTH SERVICES		(1,505,029)	(10,894,991)	9,593,620	(2,806,400)	
TOTAL AGENCY		(1,111,274)	(3,304,670)	3,746,941	(669,003)	
TOTAL SELF-FINANCING		(8,229,274)	(4,991,853)	4,136,334	(9,084,793)	
Bank Balance		(38,055,194)	(214,202,346)	209,959,615	(42,297,925)	
DDLETB had a balance of approximately €42m in the bank account at the end of October 2022.						
The following additional Grants to cover COVID-19 related expenditure were received from DOE and SOLAS to date. These Grants are included in Associated Main Scheme,						
Primary, Capital and Further Education & Training in the above table.						
		Opening Balance	Receipts	Payments	Closing Balance	
Assoc MS	COVID19 CLEANING SUPPORT GRANT	(129,342)	(116,981)	246,323	0	
Assoc MS	COVID19 ENHANCED SUPERVISION G	(314,649)	(418,749)	733,398	0	
Assoc MS	COVID19 SANITISER & PPE GRANT	(436,850)	154,134	282,716	0	
Assoc MS	COVID19 CLEANING SANITISER & PPE GRANT	0	(873,527)	74,851	(798,676)	
Primary	COVID 19 CLEANING SUPPORT GRAN	(32,765)	(133,375)	166,140	0	
Primary	COVID-19 SANITISER & PPE GRANT	(42,561)	(51,745)	94,306	0	
Primary	COVID19 CLEANING SANITISER & PPE GRANT	0	(190,446)	15,416	(175,030)	
Capital	COVID 19 MINOR WORKS GRANT	(1,083,925)	-	563,188	(520,737)	
FET	COVID19 Overheads	(144,451)	(488,875)	181,745	(451,581)	

5.2 Buildings Report – Noted

Treacy Byrne, Buildings Officer presented the buildings report to members and addressed questions raised.

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DDLETB Meeting November 2022 Capital & Building Programme Report

Major Capital Projects 2022

Name & Address of Project.	Area.	Project Status/Update.
Balbriggan Community College, Pine Ridge, Chapel Street, Balbriggan.	North County Dublin Fingal County Council Area	Stage 2B issued to Department of Education. Currently being reviewed by the Department. KSN project managing.
Ardgillan Community College, Castle land, Balbriggan, Co. Dublin.	North County Dublin Fingal County Council Area	Remediation Works almost complete. Expected Completion date December 2022. Temporary modular to be removed.
Lucan Community College, Esker Drive, Lucan.	South West Dublin South Dublin County Council.	Revised Planning received. Tender documents being prepared by Design Team. Expected to go to tender December 2022.
Colaiste Chillian, 96-116 Old Nangor road, Clondalkin, Dublin 22.	South West Dublin, South Dublin County Council.	DOE instructed to go back out to tender. Awaiting tender report from the consultant.
GS Reachrann, Grange Abbey Road, Dublin 13.	North Co. Dublin	Stage Three. Tender Documents are being prepared to engage the main building contractors. KSNPM dedicated project managers.
Collinstown Park, Rowlagh, Clondalkin, Dublin 22.	South Dublin County Council.	SEN Suite approved by DOE, Contractor appointed.
Summer Works 2022		
St Kevin's Community College Colaiste Cois Life		Re-fit Science Labs, Consultant appointed. Out to tender November 2022
Colaiste Cois Life		Three science rooms refit. Out to tender.
Rathdara Community College, Blanchardstown.	To include Roof on Danu CSS	Roof Replacement. Tender Documents being prepared

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TEMPORARY ACCOMMODATION PROJECTS on site 2022

Name & Address of Project.	Area.	Project status/Update.
Skerries Community College	Fingal County Council Area	KSNPM project managers, Design team being procured. Three General Classroom. Home Economics and Art Classroom.
Broadmeadow CNS	Swords, Fingal County Council.	2 General Classrooms, Snag list being completed. Future Classroom being considered.
Grange Community College & Gael Colaiste I Reachrann	Grange Abbey Road, Donaghmeade.	KSNPM project managing. 3 Classrooms, 1 Home economics. Task order 2, contract to start on site November 2022 and one Technical room included for Reachrann.
Balbriggan Community college	North County, Fingal CC.	1 Classroom and 1 Home Economics. Task order 2, Contractor to start on site November 2022.
Griffen Community College/Project two.		9 General Classrooms, 1 SET rooms, Construction studies room, and staff room. On site, Contractor on site and KSNPM project managing, due to complete 2023.

Property: November 2022.

Property	update	Status
Dundrum Town Centre, Unit 2.	Out of lease since 2017	Lease ready to be signed, DoE approval being sought in line with circular prior to the lease being officially signed by DDLETB.
Manguan House Mayo	Lands need to be transferred back to DDLETB. DDLETB still insuring property.	Decision on how to proceed.
Donabate Sports Hall & AW Pitch.	No formal agreement over 10 years old on our usage. Rent being charged for hall is too high. Future of pitch to be decided.	Lease underway with FCC.
Policy Document: Land transactions in DDLETB.	Being put together with our solicitor. Information Lease/License/MOU/Patronage/SLA/shared campus/Third party user groups arrangement's.	To be ready by end of December 2022 for sign off.

Important Board Approval required for the following Leases which is in line with regularisation exercise which is required by DDLETB.

The following Lease's where taken out by DDLETB before 2013 (Pre-Educational Training board status). These now require Official Board approval in order to complete retrospective approval form to be approved by the DOE.

1. The following 7 leases appear to fall within the retrospective application category.

- Fingal Adult Education Service, 7 The Plaza, Forster Way, Swords, Co. Dublin. K67RY70.
- Tallaght Youthreach - UCHIYA Building, Former Uchiya Building, Whitestown Industrial Estate, Tallaght, Dublin 24. D24KX50
- Nutgrove Youth Centre, Nutgrove, Rathfarnham, Dublin 14
- Baldoyle Training Centre - Satellite Unit, Unit 117 Baldoyle Industrial Estate, Baldoyle, Dublin 13 D13K1V3
- Tuansgate Primary Administration Offices, 1 Tuansgate, Belgard Square East, Tallaght, Dublin 24. D24X62W (*note 2 Leases*)

- Balbriggan Youthreach (Sarsfield House), Mill Street, Balbriggan, Co. Dublin. K32KX82

The board approved the above 7 leases.

The following Lease's were taken out after 2013, which DDLETB require board approval to get the retrospective DOE approval which is required.

1. YES Centre (Youth Education & Support), Unit 1A Weatherwell Industrial Estate, Clondalkin, Dublin 22 D22Y273
2. The Enterprise Centre, Bryan S Ryan, Main Road, Tallaght, Dublin 24.
3. Tuansgate Primary Administration Offices, 1 Tuansgate, Belgard Square East, Tallaght, Dublin 24.
4. Dundrum Town Centre, Unit 2, Dundrum, Dublin 18. Adult education.

The board approved the above 4 leases.

5.3 Staff Profile Updates- Noted

Retirements

Appointments & Promotions

5.4 Risk Register: Noted

6. Matters Submitted by the Board

In line with Standing Orders

The CE and Directors of Schools provided information on the matter submitted by Cllr John Walsh.

A member raised if there was any update on Balbriggan CC works. The executive informed the board that we are still awaiting an update from the department.

Danu CSS & Rathdara CC phase 2, discussions are ongoing with the department.

Actions log

It was discussed and agreed that the January meeting would be an online meeting.

7. Next Meeting: 16th January, 2023.

Cathaoirleach: _____