

1 Geata Thuain
Cearnóg Belgard Thoir
Tamhlacht, BÁC 24
D24X62W

+353 (01) 4529600
eolas@booacdl.ie
www.ddletb.ie

1 Tuansgate
Belgard Square East
Tallaght, Dublin 24
D24X62W

+353 (01) 4529600
info@ddletb.ie
www.ddletb.ie

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, 27th February 2023

Present: Cllr Brigid Manton, Cllr Cathal Boland, Cllr Charlie O'Connor, Colm Kilgallon, Brendan O'Halloran, Daneve Harris, Claire Markey, Cllr John Walsh, Cllr Yvonne Collins, Cllr Michael Clark, Cllr Pamela Kearns, Anne Genockey, Paul McNally, Cllr Kazi Ahmed, Ken Farrell.

Apologies: Gerry Maguire, Susan Duffy, Cllr Una Power, Cllr Pamela Conroy.

Absent: Cllr Siobhan Shovlin

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; Allen Buckley, APO Finance; 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 meeting held 16th January 2023 were approved

Proposed: Cllr Cathal Boland, Seconded: Cllr Kazi Ahmed.

Boards of Management Members Appointments

The appointment of Gillian Keogh as community representative to the board of management of Kingswood CC.

The Service Plan was approved. **Proposed: Claire Markey, Seconded: Colm Kilgallon.**

3. Matters for noting by the Board

Correspondence from Department – **Noted**

Correspondence from other - **Noted**

Committees of the Board - **Noted**

1 Geata Thuain
Cearnóg Belgard Thoir
Tamhlacht, BÁC 24
D24X62W

+353 (01) 4529600
eolas@booacdl.ie
www.ddletb.ie

1 Tuansgate
Belgard Square East
Tallaght, Dublin 24
D24X62W

+353 (01) 4529600
info@ddletb.ie
www.ddletb.ie

4. Matters Submitted by the Executive

CE Report to the Board February 2023

Good afternoon, everyone.

Just in relation to the updates since the last meeting a few weeks ago, the new Buildings officer will commence in April and the recruitment of the DOSD is progressing but no outcome to report as yet.

Acknowledge ETB week taking place this week with events throughout the week. There is an awards day in Croke Park on 2nd March. The ETB Heroes video will be launched, and we are very proud of Jack from CP Setanta who was selected to represent the ETBs. As part of this busy week, I just want to remind everyone about the Festival of Music taking place tomorrow night – you will all have received your invites so hopefully some of you will be able to attend. It is 3 years since the event, and we will be paying tribute to the founding members on the night – Paddy Scarlett and Michael Stanley.

Claire Markey and I, with the APO's from the Finance and HR units attended the Oversight and Performance Delivery Agreement meeting with the DoE on the 2nd February 2023. The meeting went very well - our business case for additional staff will not be reviewed until March/April timeframe.

Please be advised that today and the next meeting require approval of a number of reserved functions, and it is important that we meet those statutory deadlines. Allen will present the Service Plan for 2023 today so I want to thank him and everyone for their input into the plan including the Finance Committee.

I just want to confirm to the Board also that Castleknock Community College will expand to a 1500 pupil school as agreed by DDLETB in February 2021. All supporting documentation has been submitted to the DoE and the process for the permanent extension and contingency plans for 2024 have commenced.

I wish to update the board on the Lease with Head office here in Tuansgate as the organisation is evolving, it was approved at a previous meeting to investigate renting the fifth floor to accommodate staff. Because the leases for our current floors are expiring on different years, we sought advice through a commercial agent and the DoE/legal. We are proposing to consolidate all leases into one lease for a period of 10 years with a five-year break clause, this will give the organisation better stability and security. Also, we have had the Lease Heads of Terms assessed financially and submitted all of the details and documentation to the DoE.

Directors of Schools

Ballydowd and Crannóg Nua Special Care Settings had very successful subject inspection for Maths and English respectively.

Oberstown Campus school had a very successful English Inspection in addition to a short incidental whole school inspection.

A workshop sharing their experience, procedures and outcomes is being held on 21st March for the three settings. The above inspections were the first of the new model of inspection for alternative learning settings.

Directors of Schools continue to facilitate Principal meetings and communities of Practice among all our schools with DDLETB support officers in areas of SEN, DEIS and Leadership (TLP).

Youth Services

Music Generation Fingal

The Music Generation Fingal Programme focusses on developing access for disadvantaged children and young people in identified areas across the county where issues and challenges relating to disadvantage have been identified in our research.

Our programme focusses in its first three years on the development of a suite of programmatic elements which serve to increase engagement, participation and access for young people aged between 12 – 18 years. Linkages with existing youth service, arts service and music education service provision will be maximised as part of our programme development and delivery with a central tenet to ensure that we are meeting the core objectives of national policies for children and young people, the Music Generation programme, county-based policies and ETB policies for young people.

New Music hubs in Swords, Balbriggan and Blanchardstown have been established to address the area profile needs assessment as set out in the framework plan. In addition to this, the following Programme for delivery now includes;

- The Rhapsody Programme has been modified for DDL ALP participants
- Further development of special needs community programme for Remember Us will now include an Adult Programme
- Recording & Production TY programme to be extended to detention centre participants in addition to 6 Community Colleges and Community Schools.

Whole School Evaluation – Lusk CC

Lusk CC received a very positive Whole School Evaluation with many noteworthy recommendations. One such recommendation was commending the “high level of support from DDLETB for management and teachers of Lusk CC”. We wish to thank the management team and teachers of Lusk CC as well as the Parent’s Association. Particular thanks to Ken, Colm and Paul our ETB Board Reps who were very supportive of the school through the inspection.

Child Protection Training

1 Geata Thuain
Cearnóg Belgard Thoir
Tamhlacht, BÁC 24
D24X62W

+353 (01) 4529600
eolas@booacdl.ie
www.ddletb.ie

1 Tuansgate
Belgard Square East
Tallaght, Dublin 24
D24X62W

+353 (01) 4529600
info@ddletb.ie
www.ddletb.ie

Our focus on Child Protection training continues. Following training this year of Principals and Deputies, Boards of Management the training is now being rolled out to Guidance Counsellors and SPHE Coordinators.

On Wednesday February 1st Post Primary Principal and Deputies participated in an input from Tusla on reporting child protection concerns, an input from An Garda Síochána on current concerns around online safety and child protection, and an input from Webwise on resources to support online safety education.

REALT

Áine Ivers has been appointed as new REALT Coordinator for DDLETB. I wish to thank Bernie MacLaughlin for her outstanding and committed work to the REALT position. She has been instrumental in creating and developing the profile of the role across DDLETB and all Stakeholders.

Future Pathways

Rathdara CC held a very exciting careers invite in 24th February 2023 from 2-4pm. The event, Future Pathways, was a speed chat event. Each pair of students were given 3 minutes to talk to representatives of different career paths. The event embraced the value of Community as over half the participants were former students of RCC and the remainder represented local employers.

Director of Further Education and Training Report

The FET management team had a full day planning meeting on the 24th of February 2023. It was an incredibly positive meeting aimed at agreeing an approach to the development and implementation of Colleges of FET across the large DDLETB region.

The first national ETB Excellence Awards take place on #ETBDay Thursday 2nd March 2023 and 4 DDLETB FET initiatives have been shortlisted for ETB Excellence Awards as part of ETB week. This includes the ETB staff “Hero” award, and an Excellence in FET award for a green campus initiative. Two staff videos have also been shortlisted for an award including one from a staff member in Baldoyle Training Centre and another from Blanchardstown Community Training Centre.

5.1 Finance Report Noted

DUBLIN & DUN LAOGHAIRE EDUCATION & TRAINING BOARD FINANCIAL REPORT YEAR TO DATE JANUARY 2023							
Programme	Opening Grant Cash Balance	Receipts	Payments	Closing Grant Cash Balance			
	1st January 2023			31st January 2023			
TOTAL MAIN SCHEME PAY	(1,739,341)	(21,360,929)	13,305,659	(9,794,611)			
TOTAL MAIN SCHEME NON-PAY	(6,650,367)	(1,438,559)	2,300,041	(5,788,885)			
TOTAL ASSOCIATED MAIN SCHEME	(6,958,103)	(5,262)	505,576	(6,457,789)			
TOTAL PRIMARY SCHOOLS	(1,637,223)	(494,261)	288,999	(1,842,485)			
TOTAL CAPITAL	(9,009,409)	(876,042)	1,930,110	(7,955,341)			
TOTAL THIRD LEVEL GRANTS	(171,666)	-	-	(171,666)			
TOTAL FURTHER EDUCATION & TRAINING	(2,638,614)	(12,671,378)	8,866,263	(6,443,729)			
TOTAL YOUTH SERVICES	(1,881,655)	(119,735)	995,863	(1,005,527)			
TOTAL AGENCY	(1,196,354)	(1,501,227)	562,636	(2,134,945)			
TOTAL SELF-FINANCING	(8,756,767)	(427,381)	667,739	(8,516,409)			
Bank Balance	(40,639,499)	(38,894,774)	29,422,886	(50,111,387)			
DDLETB had a balance of approximately €50m in the bank account at the end of January.							
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 SANITISER & PPE GRANT	(704,028)	-	69,655	(634,373)		
Primary	COVID19 CLEANING SANITISER & PPE GRANT	(126,236)	-	19,350	(106,886)		
Capital	COVID 19 MINOR WORKS GRANT	(429,117)	-	9,110	(420,007)		
FET	COVID19 Overheads	(69,282)	-	13,734	(55,548)		

5.2 Buildings Report – Noted

Treacy Byrne, Buildings Officer presented the buildings report to members and addressed questions raised. The board was advised of the proposed consolidation of all leases for the head office building. The lease will be presented to the board at a later date.

The CE advised the board that the executive have written to the department regarding issues raised by the board regarding the site at Broadmeadow CNS being used to accommodate another school and has requested a meeting in relation to this. The executive will request a schedule for the planned extension in Castleknock CC and has confirmed that this is a priority.

DDLETB Meeting February 2023 Capital & Building Programme Report

Major Capital Projects 2023

1 Geata Thuain
Cearnóg Belgard Thoir
Tamhlacht, BÁC 24
D24X62W

+353 (01) 4529600
eolas@booacdl.ie
www.ddletb.ie

1 Tuansgate
Belgard Square East
Tallaght, Dublin 24
D24X62W

+353 (01) 4529600
info@ddletb.ie
www.ddletb.ie

Name & Address of Project.	Area.	Project Status/Update.
Balbriggan Community College, Pine Ridge, Chapel Street, Balbriggan.	North County Dublin Fingal County Council Area	Stage 3 instruction issued to move to tender stage for construction contractor. Currently being managed by KSNPM and Buildings.
Ardgillan Community College, Castle land, Balbriggan, Co. Dublin.	North County Dublin Fingal County Council Area	Official Handover has taken place. The Phase One building opened to staff and students on the 20 th February. Temporary accommodation being moved.
Lucan Community College, Esker Drive, Lucan.	South West Dublin South Dublin County Council.	Revised Planning received. Tender documents being prepared by Design Team. Fee Uplift with DoE for review/approval. Expected to go to tender March 2023.
Colaiste Chillian, 96-116 Old Nangor road, Clondalkin, Dublin 22.	South West Dublin, South Dublin County Council.	DOE is managing this project. Update being requested. Contractor is at early appointment stage.
GS Reachrann, Grange Abbey Road, Dublin 13.	North Co. Dublin	Stage Three. Tender Documents are being prepared to engage the main building contractors. Planning application re lodged. KSNPM dedicated project managers.
Collinstown Park, Rowlagh, Clondalkin, Dublin 22.	South Dublin County Council.	SEN Suite approved by DOE, Contractor appointed. Currently On Site.
Summer Works 2023		
St Kevin's Community College		Re-fit Science Labs, Consultant appointed. Contractor Appointed. Works to commence during summer break.
Colaiste Cois Life		Three science rooms refit. Consultant appointed. Contractor Appointed. Works

		to commence during summer break.
Rathdara Community College, Blanchardstown.	To include Roof on Danu CSS	Tender to launch shortly for contractor. Awaiting DoE approval to launch tender. Further information on costings requested by DoE.
TEMPORARY ACCOMMODATION PROJECTS on site 2023		
Name & Address of Project.	Area.	Project status/Update.
Skerries Community College	Fingal County Council Area	KSNPM project managers, Three General Classroom. Home Economics and Art Classroom. Design team to be approved and appointed.
Broadmeadow CNS	Swords, Fingal County Council.	SLT reviewing student needs. Application for 2 Classrooms submitted to DoE. Awaiting approval.
Grange Community College & Gael Colaiste I Reachrann	Grange Abbey Road, Donaghmeade.	KSNPM project managing. 3 Classrooms, 1 Home economics. Task order 2, contractor on site.
Balbriggan Community college	North County, Fingal CC.	1 Classroom and 1 Home Economics. Near Completion final review.
Griffen Community College/Project two.		9 General Classrooms, 1 SET room, Construction studies room, and staff room. On site, Contractor on site and KSMPM project managing, due to complete March 2023.

Property: February 2023.

Property	update	Status
Dundrum Town Centre, Unit 2.	Out of lease since 2017	This is now switched to our new Solicitor, O Flynn's, they have contacted Landlord in Dundrum TC.
Manguan House Mayo	Lands need to be transferred back to DDLETB. DDLETB still insuring property.	Legal letter been sent to previous solicitor in regards to re-couping funds. Also, Legal letter going to Trustee in relation to getting land signed back to DDLETB.
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. Official test done on Pitch.

1 Geata Thuain
Cearnóg Belgard Thoir
Tamhlacht, BÁC 24
D24X62W

+353 (01) 4529600
eolas@booacdl.ie
www.ddletb.ie

1 Tuansgate
Belgard Square East
Tallaght, Dublin 24
D24X62W

+353 (01) 4529600
info@ddletb.ie
www.ddletb.ie

Policy Document: Land transactions in DDLETB.	Being put together with our solicitor. Information Lease/License/MOU/Patronage/SLA/shared campus/Third party user groups arrangements.	To be ready by End of March 2023.
Other: Mechanical PPM Tender just completed. Roof tender being worked on.		

5.3 Staff Profile Updates- Noted

Appointments & Promotions

5.4 Risk Register: Noted

6. Matters Submitted by the Board

In line with Standing Orders

Actions log

7. Next Meeting: 27th March, 2023.