

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 at 1 Tuansgate, Belgard Square East, Tallaght, Dublin 24.

Meeting: 4:30 pm, 15th May 2023

Present: Cllr Cathal Boland, Cllr Charlie O'Connor, Colm Kilgallon, Brendan O'Halloran, Daneve Harris, Claire Markey (Chair), Cllr John Walsh, Cllr Yvonne Collins, Cllr Kazi Ahmed, Ken Farrell, Cllr Pamela Conroy, Susan Duffy, Cllr Siobhan Shovlin, Cllr Liam Sinclair, Cllr Pamela Kearns, Cllr Brigid Manton, Cllr Michael Clark.

Apologies: Anne Genockey, Cllr Kate Ruddock, Adrian Flynn, Director of Schools, Nichola Spokes, Director of Schools.

Absent: Colm Kilgallon, Paul McNally, Brendan O'Halloran.

In Attendance: Caitríona Murphy, CEO; Siobhan Lynch, Director of FET; Claire Keane, Public Affairs Officer (Acting); Allen Buckley, APO Finance; Ross Lynam, Buildings Officer, 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 meeting held 27th March 2023 were approved

Proposed: Cllr Cathal Boland, Seconded: Ken Farrell

Boards of Management Members Appointments

The appointment of Cllr Liam Sinclair, to the ETB board, **Proposed: Cllr Cathal Boland, Seconded: Cllr Charlie O'Connor**

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

The appointment of Cllr Kate Ruddock, to the ETB board, **Proposed: Cllr Cathal Boland, Seconded: Cllr Charlie O'Connor**

The appointment of Ken Farrell, as ETB representative to the board of management of Skerries CC. **Proposed: Claire Markey, Seconded: Colm Kilgallon**

The appointment of Cllr Cathal Boland as ETB representative to the ETBI Reserve Members Forum **Proposed: Ken Farrell, Seconded: Cllr Charlie O'Connor.**

The appointment of Daneve Harris as ETB representative to IPB, **Proposed: Claire Markey, Seconded: Ken Farrell.**

3. Matters for noting by the Board

Circulars - **Noted**

Committees of the Board – **Noted**

4. Matters Submitted by the Executive

CE Report to the Board May 2023

We request your support for Board membership for the next year. DDLETB has appointed a new DOSD who will commence in June 2022. We are working very closely with the DoE and DoFHERIS in relation to staffing and buildings, 3 school projects have progressed to Stage 3 and are now in the tender process and we are working to progress all others daily. The DoE has advised DDLETB that they propose to deliver a standalone new school for Danu Special Community School to include capacity to meet future demand in the area. The aim is to deliver a new 20 classroom school with appropriate ancillary accommodation. Every school/college/centre is being progressed by the buildings team. Each Director continues to work with ETBI on leading national initiatives in School and FET. Please note also that we need to seek your approval for the continued secondment of Paddy Lavelle as General Secretary of ETBI later in the meeting today.

Director of Schools

Kingswood Community College was officially opened by the Taoiseach, Leo Varadkar on Thursday 11th May, it was a wonderful occasion and thank you to the Board members who attended. Last Thursday also saw the graduation of 140 teachers and middle leaders from DDLETB here in Head office. The Teacher and Middle Leadership Programme goes from strength to strength each year with 31 projects presented from our DDLETB schools.

Director of Further Education and Training Report

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



The **Colleges of FET in DDLETB** will provide greater visibility and recognition for FET and ‘serve as a beacon of community-based learning excellence’ and start to change the hearts and minds of Irish society regarding school leaving and lifelong education options (working towards parity of esteem with HE institutes) DDLETB has begun its CoF project in earnest.

Several workshops have been conducted with FET leadership teams to establish priorities. As a result, 3 key projects for the Colleges of FET in DDLETB have been scoped. Project teams are being formed for the Admissions, Branding and Provision sub projects and communication and engagement with the wider FET organisation has begun.

Strategic Performance Agreement (SPA) 2022 Performance SOLAS

All ETBs were commended for their 2022 performance against SPAs at the recent Annual Progress Report meeting held by SOLAS. DDLETB received special mention for its performance against the Skills to Compete target where they achieved 131% against the target set. Results far more than the targets set were also achieved for the Lifelong Learning (115%), Transversal Skills (149%) and widening Participation (148%) targets. Targets for Skills to Advance, Adult Literacy for Life and Key Skills Needs were met with the Target for Progression within FET (89%) falling slightly short of the requirement for 2022.

FET QA Governance Revised

The governance review undertaken as part of the Inaugural Review, has now been completed. As part of that process, new Terms of Reference have been agreed for the governance groups which have oversight over the quality of FET provision across DDLETB. Annual reports will be provided by these groups to the Senior Leadership Team identifying and escalating areas of risk.

Professional Development

The QA & PD unit organised/delivered **23 continuous professional development workshops** since January 2023, for **433** FET staff. Of note was a 2-day workshop delivered by the Dyslexia Association, in which 19 FET staff were trained to administer Dyslexia Screening Tests. The plan is to further roll this out further so that all FET Centres will have access to trained screeners.

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



The QA & PD unit has continued its engagement with several Higher Education Institutions to sponsor FET staff to engage in professional development opportunities. The most recent of these is a collaboration with Trinity College Dublin, to offer 7 staff members the sponsored opportunity to undertake in a Level 9 Postgraduate Certificate in Inclusion and Diversity.

A FET Professional Development Coordinator has been engaged to further promote the development and roll-out of professional development opportunities in DDLETB's FET services.

5.1 Finance Report Noted

DUBLIN & DUN LAOGHAIRE EDUCATION & TRAINING BOARD						
FINANCIAL REPORT YEAR TO DATE APRIL 2023						
Programme	Opening Grant Cash Balance	Receipts	Payments	Closing Grant Cash Balance		
	1st January 2023				30th April 2023	
TOTAL MAIN SCHEME PAY	(1,740,048)	(42,342,790)	45,832,800	1,749,962		
TOTAL MAIN SCHEME NON-PAY	(5,692,436)	(2,728,585)	4,479,438	(3,941,583)		
TOTAL ASSOCIATED MAIN SCHEME	(7,642,948)	(1,446,918)	1,303,348	(7,786,518)		
TOTAL PRIMARY SCHOOLS	(1,637,223)	(1,402,341)	652,353	(2,387,211)		
TOTAL CAPITAL	(9,029,898)	(8,334,098)	5,681,783	(11,682,213)		
TOTAL THIRD LEVEL GRANTS	(171,666)	-	-	(171,666)		
TOTAL FURTHER EDUCATION & TRAINING	(2,652,492)	(25,347,658)	26,003,478	(1,996,672)		
TOTAL YOUTH SERVICES	(1,882,853)	(4,951,612)	4,009,062	(2,825,403)		
TOTAL AGENCY	(1,203,349)	(1,710,643)	1,773,690	(1,140,302)		
TOTAL SELF-FINANCING	(8,986,597)	(1,518,052)	1,819,429	(8,685,220)		
Bank Balance	(40,639,510)	(89,782,697)	91,555,381	(38,866,826)		
DDLETB had a balance of approximately €39m in the bank account at the end of April.						
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)	(725,451)	199,275	(1,230,204)	
Primary	COVID19 CLEANING SANITISER & PPE GRANT	(126,236)	(163,216)	54,286	(235,166)	
Capital	COVID 19 MINOR WORKS GRANT	(429,117)	-	68,000	(361,117)	
FET	COVID19 Overheads	(69,282)	-	19,670	(49,612)	

DDLETB Meeting May 2023 Capital & Building Programme Report

Major Capital Projects 2023

Name School/Centre	Area	Status Update
Balbriggan Community College, Pine Ridge, Chapel Street, Balbriggan.	North County Dublin Fingal County Council Area	Stage 3 instruction issued. Design team working through Pre -qualification process. Pre Quals to finish 17 th Of May. Then reviewed by KSN.
Lucan Community College, Esker Drive, Lucan.	South West Dublin South Dublin County Council.	Fees agreed, Project now Gone to tender for main contractors the 8/5/2023
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. Planning application re lodged. KSNPM dedicated project managers Planning decision returned on 4 th May 23, Additional Information requested by DCC.
Collinstown Park, Rowlagh, Clondalkin, Dublin 22.	South Dublin County Council.	SEN Suite approved by DOE, Contractor appointed. Currently on Site. Works due to be complete first quarter 2024.
St Finian's CC, Castle farm, Swords	North County Dublin, Fingal County Council.	Request from the DOE for two schools on both sites,

		KSN working on fees to carry out Masterplan of site.
Citywest Colaiste Pobal Fola	Fortunestown lane, South West Dublin.	New build on current site for new school, being run by the DOE, gone to tender for main building contractors.
Griffeen Community College.	Lucan Co Dublin. South Dublin CC	Build of new school. Gone to tender for contractors being run by the DOE.
Summer Works 2023		
School/Centre Name	Area	Project Status
St Kevin's Community College	Lucan, South Dublin County Council.	Re-fit Science Labs, Consultant appointed. Contractor Appointed. Works to commence during summer break.
Colaiste Cois Life	Lucan, south Dublin County Council.	Three science rooms refit. Consultant appointed. Contractor Appointed. Works to commence during summer break.
Rathdara Community College, Blanchardstown Road North. Danu CSS	Blanchardstown, Fingal County Council.	Roof Replacement Significant Increase in cost of project, awaiting DoE approval of costs and to launch tender. Phased timelines being worked out with design team.
Colaiste de Hide, Tallaght, Dublin 24.	South Dublin, SD County Council.	Roof Insulation Increase in costs, awaiting DOE approval to progress this summer.

TEMPORARY ACCOMODATION PROJECTS on site 2023		
Name School/Centre	Area.	Project Status/Update.
Skerries Community College	Fingal County Council Area	KSNPM project managers, Three General Classroom. Home Economics and Art Classroom. Design team appointed.
Broadmeadow CNS	Swords, Fingal County Council.	Project agreed and being manged by DDLETB and KSN to progress to have Classrooms on site for September 2023.
Grange Community College & Gael Colaiste I Reachrann	Grange Abbey Road, Donaghmeade.	KSNPM project managing. 3 Classrooms, 1 Home economics. Due to be completed in June 2023.
Balbriggan Community college	North County, Fingal CC.	Completed and handed over.
Griffen Community College Temporary Extension.	Lucan Co Dublin. South Dublin CC	Completed and handed over and in use by School.
Tallaght CNS, Tallaght, Dublin 24.	South Dublin CC	Two Classroom SEN, to be completed on

1 Geata Thuain
Cearnóg Belgard Thoir
Tamhlacht, BÁC 24
D24X62W

1 Tuansgate
Belgard Square East
Tallaght, Dublin 24
D24X62W

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

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

		site by the DOE September 2023. Further Additional accommodation to be agreed.
--	--	--

Further Education & Training Centres: Projects In Planning and Progress 2023.

Tallaght Training centre, Cookstown Road, Tallaght	Tallaght, South Dublin County Council	1)Electrical Apprenticeship workshop upgrade. In progress 2)Emergency H & S works, to carry out major remedial works to the main structure. Progressing through approvals.
Baldoyle Training Centre, Baldoyle Dublin 13	Baldoyle, Fingal County Council	Upgrade for Electrical Apprenticeship workshops. Completed.
Clondalkin Adult Education and Youth-reach	Monastery Road, Lucan.	As part of the Strategic infrastructure fund, new extension proposed. Working through approval stages.
Greenhills Community College, Limekiln	South Dublin County Council.	Roof replacement, in progress near completion

avenue, Dublin 24.		
-----------------------	--	--

Property Matter: May 2023.		
Dundrum Town Centre, Unit 2.	Out of lease since 2017	Lease ready for signing.
Mangan House Mayo	Lands need to be transferred back to DDLETB. DDLETB still insuring property.	We have received funding from the previous Solicitor. Evaluation on going with Solicitor.
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 at final stages, ready for signing with FCC end of May 2023 New offer been given for hall rent.
Policy Document : Land transactio ns in DDLETB.	Being put together with our solicitor. Information Lease/License/MOU/Patronage/SLA/sha red campus/Third party user groups arrangements.	This is now being worked on through ETBI and a document for all ETBs to be adopted. DDLETB is working on

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

		this committee.
Baldoyle Unit, Satellite Unit for Baldoyle TC	Exiting Lease, note that this is the first exit of Legal Lease.	On going between Solicitors, Dilapidations being negotiated.

*Report Source: Treacy Byrne Assistant Principal officer Buildings And property Administration.
Ross Lynam Assistant Principal officer Buildings And property Technical.*

5.3 Staff Profile Updates- Noted

Appointments & Promotions

Retirements

5.4 Risk Register: Noted

5.5 Polices: Noted

6. Matters Submitted by the Board

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

In line with Standing Orders

A query from a board member in relation to Irish language levels was addressed in writing by The Executive.

- Resignation letter from the ETB board of management from Cllr Una Power - **Noted**

Actions log

7. Next Meeting: 15th May, 2023.