

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, 27th March 2023

Present: Cllr Cathal Boland, Cllr Charlie O'Connor, Colm Kilgallon, Brendan O'Halloran, Daneve Harris, Claire Markey, Cllr John Walsh, Cllr Yvonne Collins, Anne Genockey, Paul McNally, Cllr Kazi Ahmed, Ken Farrell, Cllr Pamela Conroy, Cllr Siobhan Shovlin, Susan Duffy.

Apologies: Cllr Brigid Manton, Cllr Pamela Kearns, Cllr Michael Clark, Paul McNally.

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); Allen Buckley, APO Finance; Emma Maloney, PA to SMT, Gillian Doherty, ARC, Chair.

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. Long standing board member Gerry McGuire tributes were paid to Gerry McGuire by board members and the Executive. A minute's silence was observed.

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 February 2023 were approved

Proposed: Colm Kilgallon, Seconded: Ken Farrell

Annual Financial Statement

Allen Buckley, APO Finance, presented the 2022 Annual Financial Statement to the board and welcomed questions. Colm Kilgallon, Finance committee Chair recommended the adoption of the AFS. Gillian Doherty, ARC Chair, offered condolences to the family of Gerry McGuire.

Gillian thanked Cllr Kazi Ahmed & Cllr Joe Newman who stepped down from the ARC in October 2022 for their contribution. Gillian presented the ARC Annual Report to the board. Gillian sincerely thanked Allen Buckley and the Finance Team, The Executive, and all staff

for all their work and leadership. Gillian Doherty recommended the Chair sign the Statement of Internal Control. **Proposed: Colm Kilgallon, Seconded: Cllr Cathal Boland**

Boards of Management Members Appointments

The appointment of Mairé Ní Ghealbhain, as ETB representative to the board of management of Colaiste Chilliaín. **Proposed: Claire Markey, Seconded: Ken Farrell**

The appointment of Tomas O'Donnagain, as ETB representative to the board of management of Gael Colaiste Reachrann. **Proposed: Claire Markey, Seconded: Colm Kilgallon**

The appointment of Cllr Cathal Boland as ETB representative to the board of management of Ardgillan CC. **Proposed: Ken Farrell, Seconded: Colm Kilgallon**

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

3. Matters for noting by the Board

Circulars - **Noted**

Committees of the Board – **Noted**

Letter of Undertaking - **Noted**

4. Matters Submitted by the Executive

CE Report to the Board March 2023

As CEO and on behalf of DDLETB, we express our deepest and heartfelt sympathies to Mary and the family of Gerry McGuire. He will always be remembered for his dedication and contribution, his service to the public and to DDLETB schools, colleges and centres, his community spirit, his hard work, his ability to challenge respectfully and honestly, his good humour and his loyalty. We owe Gerry a debt of gratitude – an amount difficult to put into words. May Gerry McGuire rest in peace. We thank him.

Directors of Schools

The ETB Day and the newsletter attached for your information.

The "DDLETB Drive for Teacher Recruitment" across Post Primary schools is continuing and making great progress:

- HR, and some principals have represented DDLETB at Grad Ireland and online with DCU on Tuesday and TUD in April to promote DDLETB as an employer.
- We will commence our Ward interviews ASAP after Easter which is much earlier than previous years.
- Our 23/24 teaching advert went live on Public jobs Thursday 23rd March

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- All new posts interviews will commence in May. The candidates interviewed are informed that the vacancy is subject to DoE redeployment scheme and posts are filled and contracts are issued following the completion of the Redeployment scheme.
- HR delivered a presentation on Primary legislation and Case Law experiences on recruitment to all Post Primary Principals and Deputy Principals.
- In April we will host an online competency interview training workshop for Principals and Deputy Principals and any board members who were unable to attend previous training.

Patronage

The Patronage of Our Lady of Lourdes school, National Rehabilitation Hospital, Dun Laoghaire will transfer to Dublin and Dun Laoghaire ETB. Official notification of the amending of the patron register to reflect the proposed change of Patronage of this school, will take place on 1st June 2023.

Community National Schools

On 3rd March, the first Community National School Quiz took place in Head Office. Students from 3rd - 6th class took part. It was co-ordinated with the assistance of DDL development support team who organised and delivered a wonderful and exciting day for all the students and teachers. It is envisaged that this be held as an annual event going forward.

On the 9th March, the new Primary Curriculum Framework was launched in Dublin Castle. Central to the opening of the event were Scoil Chormaic CNS and Lucan CNS among three other Primary schools which all played a pivotal role in the development of this new national framework.

New Inspection model for Alternative Education Settings is now in place. This new model of inspection will take place in Detention and Care settings from this academic year. The inspection model consists of incidentals, annual whole school inspections and subject inspections.

Directors of Schools continue to facilitate communities of Practice among all our schools with DDLETB support officers in areas of SEN, DEIS and Leadership (TLP) with these programmes developing responsively to the needs of the schools over the coming year.

Youth Services

Friday, 24th February Complaints Training was held in HO with Youth Services across Dublin and Dun Laoghaire Services for Youth officers, Sports Centre Managers, Sport Officers, and ALP tutors. This is part 1 of a two-part training module for the services.

In celebration of DDLETB, ETB day and promotion of Youth and Sports Development Service, a celebration fun day was held in Firhouse Sports Complex on 1st March. All youth services and our many affiliates took part in what was a wonderful afternoon of fun, networking, and teamwork.

Director of Further Education and Training Report

Youthreach Committee Update

The Youthreach Committee continues to meet, and it might be appropriate to schedule and update from the Regional Youthreach Manager for the Board before the Summer break?

ETB Week-Results

The first national ETB Excellence Awards took place on #ETBDay Thursday 2nd March 2023, and DDLETB staff member Sharon Fields Baldoyle Training Centre was the winner in the ETB Staff video category and Gavin Lowndes, Blanchardstown Community Training Centre was runner up in the ETB Staff Vide Category. Olga Walsh staff member in the Adult Education Service Balbriggan was runner up in the ETB staff “Hero” award.

English Language for Healthcare Professionals Pilot Programme

FET DDLETB is working with DFHERIS, HSE, CDETB and SOLAS to pilot an English language class for those who have qualifications to work in Healthcare in their country of origin but whose first language is not English. The programme will enable them to gain employment in the area they are qualified in so that they can work in healthcare in Ireland.

EU Visit Priory Youthreach

The Deputy Director General for DG Employment and Social Affairs & Inclusion, Andriana Sukova visited Priory YR on the 22 March 2023. She was launching the ESF+ Employment, Inclusion, Skills, and Training (EIST) Programme on 21 March and asked to visit a Youthreach centre.

5.1 Finance Report Noted

DUBLIN & DUN LAOGHAIRE EDUCATION & TRAINING BOARD FINANCIAL REPORT YEAR TO DATE FEBRUARY 2023							
	Programme	Opening Grant Cash Balance		Receipts		Payments	Closing Grant Cash Balance
		1st January 2023					28th February 2023
	TOTAL MAIN SCHEME PAY	(1,740,048)		(22,211,447)		22,124,296	(1,827,199)
	TOTAL MAIN SCHEME NON-PAY	(5,692,436)		(1,435,853)		2,801,609	(4,326,680)
	TOTAL ASSOCIATED MAIN SCHEME	(7,432,484)		(7,116)		607,032	(7,043,032)
	TOTAL PRIMARY SCHOOLS	(1,637,223)		(516,141)		336,419	(1,816,945)
	TOTAL CAPITAL	(9,029,898)		(1,124,861)		2,955,156	(7,199,603)
	TOTAL THIRD LEVEL GRANTS	(171,666)				-	(171,666)
	TOTAL FURTHER EDUCATION & TRAINING	(2,652,492)		(12,672,128)		12,975,646	(2,348,974)
	TOTAL YOUTH SERVICES	(1,882,853)		(74,544)		1,141,898	(815,499)
	TOTAL AGENCY	(1,203,349)		(1,620,489)		938,859	(1,884,979)
	TOTAL SELF-FINANCING	(8,986,597)		(709,410)		833,655	(8,862,352)
	Bank Balance	(40,639,510)		(40,371,989)		44,714,570	(36,296,929)
	DDLETB had a balance of approximately €36m in the bank account at the end of February.						
	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,						

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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)	-		88,565	(615,463)
Primary	COVID19 CLEANING SANITISER & PPE GRANT	(126,236)	-		23,268	(102,968)
Capital	COVID 19 MINOR WORKS GRANT	(429,117)	-		36,252	(392,865)
FET	COVID19 Overheads	(69,282)	-		16,025	(53,257)

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DDLETB Meeting March 2023 Capital & Building Programme Report

Major Capital Projects 2023

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. Design team working through Pre -qualification process.
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. Awaiting approval.
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.

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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. LOI have gone to consultant.
Broadmeadow CNS	Swords, Fingal County Council.	SLT reviewing student needs. Application for 2 Classrooms submitted to DoE. Approved by DOE to appoint design team.
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.

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Property: March 2023.

Property	update	Status
Dundrum Town Centre, Unit 2.	Out of lease since 2017	Negotiations to finalise lease taking place.
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. Letter sent February 2023, no response 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 with FCC and MOU being done for school on CC
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. Policy being worked on with ETBI.

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We are working daily with the Department to get building. Projects progressed. We have requested additional staffing resources. A member raised if there was a timeline from the Department on the new build for Castleknock CC. Caitriona has followed up with the Department on this matter.

Two issues of concern were raised regarding Danu CSS and were taken offline by the Director of Schools.

DDL have been putting pressure on the Department for a standalone, purpose-built building. We are expecting some positive news on this soon.

5.3 Staff Profile Updates- Noted

Appointments & Promotions

Retirements

5.4 Risk Register: Noted

5.5 Polices: Noted

6. Matters Submitted by the Board

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.