

## Minutes of Board Meeting of Dublin and Dun Laoghaire Education and Training Board (DDLETB)

**Date:** 20<sup>th</sup> January 2025

**Time:** 4:30 pm

**Venue:** DDLETB Head Office

### Present:

Brigid Manton, Charlotte O'Donovan, Claire McGing, Colm Kilgallon, Councillor Angela Donnelly, Councillor Eoghan Dockrell, Councillor Dean Mulligan, Councillor Jacqueline Burke, Councillor John Walsh, Councillor Mick Duff (Cathaoirleach), Councillor Pamela Kearns, Councillor Thomas Joseph, Councillor Yvonne Collins, Dara Fitzpatrick, David O'Connell, Ken Farrell, Sarah Widaa, Wayne Carey.

**Apologies:** Councillor Michael Clark.

**Absent:** Councillor Eimear Carbone-Mangan, Councillor Vicki Casserly.

### In Attendance:

Caitríona Murphy, Chief Executive; Paul Turner, Director of Organisation Support and Development; Mark McDonald, Director of Schools; Siobhan Lynch, Director of Further Education and Training; Thea Jordan, Public Affairs Officer; Mairead Walsh, Head of Treasury and Procurement; Ross Lynam, Head of Buildings and Capital Projects.

### Documentation:

Uploaded Electronically

### Welcome

The Cathaoirleach, Cllr. Mick Duff welcomed members to the meeting.

#### 1. Apologies/Condolences

Apologies from Councillor Michael Clark were noted.

Condolences were extended to all families of staff who have been bereaved since the last board meeting.

#### 2. Declaration of Conflict of Interest

No conflicts were declared.

#### 3. Matters for the Resolution of the Board

##### 3.1 Minutes

The minutes of the previous meeting held on 18<sup>th</sup> November 2024 were adopted.

**Proposed:** Cllr. Pamela Kearns, **Seconded:** Charlotte O'Donovan

The minutes of the previous meeting held on 25<sup>th</sup> November 2024 were adopted.

**Proposed:** Ken Farrell, **Seconded:** Wayne Carey

### 3.2 Boards of Management Members Appointments

The appointment of Cllr. Thomas Joseph, Brigid Manton and Sarah Widaa as ETB representatives to the Youth Work Committee

**Proposed:** Cllr. John Walsh, **Seconded:** Wayne Carey

The appointment of Charlotte O'Donovan as ETB representative to the Board of Management of Blakestown Community School

**Proposed:** Cllr. Jacqueline Burke, **Seconded:** Cllr. Pamela Kearns

The appointment of Cathal Boland as ETB representative to the Board of Management of Coláiste Pobail Setanta

**Proposed:** Cllr. Mick Duff, **Seconded:** Ken Farrell

The appointment of Cathal Boland as ETB representative to the Board of Management of Donabate Community College

**Proposed:** Cllr. Mick Duff, **Seconded:** Ken Farrell

The appointment of Cathal Boland as ETB representative to the Board of Management of Grange Community College

**Proposed:** Cllr. Mick Duff, **Seconded:** Ken Farrell

The appointment of Lesley Anne Byrnes as Parent Nominee to the Board of Management of Ériu Community College

**Proposed:** Cllr. John Walsh, **Seconded:** Wayne Carey

The appointment of Stuart Adams as Parent Nominee to the Board of Management of Fingal Community College

**Proposed:** Cllr. John Walsh, **Seconded:** Wayne Carey

## 4. Matters for noting by the Board

### 4.1 Committees of the Board - Noted

The Director of Organisational Support Development (OSD) discussed the workplan, timeline and Board Committee (ARC & Finance) responsibilities that will support the publication of the 2025 Service Plan and the Annual Financial Statement (AFS) / Statement of Internal Control (SIC). The 2025

Service Plan must be submitted to the Department of Education on the 1<sup>st</sup> March and the AFS and SIC must be submitted to the Department of Education on the 1<sup>st</sup> April.

Board members approved the payment of fees for external committee members of the audit and risk committee and finance committee for the lifetime of their tenure on the respective committee. The Board also approved the retrospective approval for the payment of fees for external members of the 2019 -2024 audit and risk and finance committee.

**Proposed:** Cllr. Yvonne Collins, **Seconded:** Colm Kilgallon

#### **4.2 Correspondence from the Department – Circulars - Noted**

#### **4.3 Youth Services and Funding**

The Chief Executive briefed the Board on the recent development regarding Youth Services funding and advised that the appeal submitted in November was not upheld. The Chief Executive confirmed the status of financial drawdowns and the notification of funding issues to staff involved. DDLETB continue to seek funding from alternative sources. DDLETB continue to engage with relevant stakeholders on this matter. DDLETB are currently working on a business case for submission to the Department of Education. Board members had a number of queries and discussions followed. The Board members acknowledged the significant workload that will be required to make the requested submission to the Department of Education.

#### **4.4 Standards in Public Office Declaration Form**

Thea Jordan, Public Affairs Officer requested that Board Members complete and return the Standards in Public Office (SIPO) Declaration forms by Thursday 30<sup>th</sup> January 2025.

#### **4.5 2 x New Special Schools**

Minister for Education Norma Foley and Minister of State for Special Education and Inclusion Hildegard Naughton recently announced the locations of the five new special schools to be established for the 2025/26 school year. Two of these schools will be located in Lucan and North Dublin and these schools will fall under the patronage of DDLETB. The Department of Education (DoE) will be leading the acquisition of land and Nichola Spokes, Director of Schools will be the ETB lead.

The Board fully supports and approves of the patronage of these schools coming under DDLETB.

### **5 Matters Submitted by the Executive**

#### **5.1 Finance Report**

Finance report circulated in Board pack in advance of meeting and noted by the Board. Mairead Walsh presented the Finance report to the board.

#### **5.2 Reports from Chief Executive**

Chief Executive and Director reports circulated in Board pack in advance of meeting and verbally presented to the Board.

Discussion followed regarding FET growth in 2024 and budget position for 2025.

### **5.3 Buildings Report**

Building report circulated in Board pack in advance of meeting and noted by the Board.  
Ross Lynam discussed the key updates.

### **5.4 Staff Profile**

Appointments and promotions; retirements - noted

### **5.5 Policies - noted**

Risk Register – noted

Director of OSD confirmed there has been no update to the risk register since the October Board meeting.

## **6 Matters Submitted by the Board**

A Board member requested that the cleaning of schools be raised and addressed at the next meeting.  
It was agreed that this should be an agenda item.

## **7. Date of Next Meeting**

24th February 2025 at 3:30pm (Hybrid)