

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
COUNCIL CHAMBER, COUNTY HALL
16TH JANUARY 2014

ATTENDANCE

<i>Mr. Liam Ahern</i>	<i>Cllr. Tomás O'Brien</i>
<i>Mr. Paddy Browne</i>	<i>Cllr. Michael O'Connell</i>
<i>Cllr. Noel Buckley</i>	<i>Cllr. Noel O'Connor</i>
<i>Mr. Michael Carey</i>	<i>Ms. Una O'Donnell</i>
<i>Ms. Catherine Cashin</i>	<i>Cllr. Noel O'Donovan</i>
<i>Cllr. Catherine Clancy</i>	<i>Cllr. Tadhg O'Donovan</i>
<i>Ms. Josephine Coffey</i>	<i>Cllr. Patrick O'Driscoll</i>
<i>Cllr. Jim Corr</i>	<i>Cllr. Catherine O'Keefe</i>
<i>Cllr. Noel Costello</i>	<i>Cllr. Chris O'Leary</i>
<i>Cllr. Humphrey Deegan</i>	<i>Cllr. Aindrias Ó Muimhneacháin</i>
<i>Rev. Dr. Tom Deenihan</i>	<i>Cllr. Niall O'Neill</i>
<i>Cllr. Connie Foley</i>	<i>Cllr. Donal O'Rourke</i>
<i>Cllr. Ger Gibbons</i>	<i>Mr. Sean Roberts</i>
<i>Cllr. Mary Hegarty</i>	<i>Ms. Máire Roycroft</i>
<i>Cllr. Gerry Kelly</i>	<i>Rev. Canon Salter</i>
<i>Ms. Helen McGrath</i>	<i>Cllr. Ronan Sheehan</i>
<i>Ms. Marie Murphy</i>	<i>Mr. Gerard White</i>
<i>Ms. Norma Murray</i>	

EXECUTIVE & ADMINISTRATIVE STAFF

<i>Mr. Ted Owens, CEO</i>	<i>Mr. Martin Hallahan, PO</i>
<i>Ms. Joan Russell, EO</i>	<i>Ms. Clare Creedon (Minute Taker)</i>
<i>Mr. John O'Regan, PO</i>	

WELCOME

The Chairman welcomed all members to the first ETB meeting of 2014 and in particular welcomed Cllr. Noel Costello to the Board as replacement for Cllr. John Mulvihill.

APOLOGIES

- Apologies for inability to attend the meeting were received from Board Member, Cllr. Finbarr O'Driscoll.

CONDOLENCES

- ✠ To Eibhlís Ní Cróinín, teacher in Coláiste Choilm, and family, on the death of her brother.
- ✠ To Goretti Fitzgerald, Deputy Principal of St. Colman's Community College, on the death of her mother.
- ✠ To Canice Walsh, teacher in St. Colman's Community College, on the death of her mother.

✚ To Gertie Cahill, Deputy Principal of Glanmire Community College, on the death of her mother.

✚ To Catherine Levis, teacher in Coláiste Pobail Bheantraí, on the death of her grandmother.

CONGRATULATIONS

- Congratulations were expressed to Kinsale Community School for their achievement of winning 15 awards at the BT Young Scientist Exhibition, one of which was Best Overall School. Congratulations were also expressed to Mr. Shaun Holly, Young Scientist Co-Ordinator.

MINUTES

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Jim Corr, adopted the minutes of the previous ETB meeting held on 21st November 2013 (**copy herewith**).

CORRESPONDENCE

The Board, on the proposition of Mr. Sean Roberts, seconded by Cllr. Mary Hegarty, adopted the DES, ETBI and General Correspondence as presented (**copies herewith**).

DES Correspondence

22.11.2013 – Lease, Youthreach Premises, Ballyellis – Cllr. Humphrey Deegan asked the CEO if this issue will be included in the C&AG's report. The CEO responded that he expects the report to make reference to said lease. Cllr. Noel O'Connor stated that he was happy that retrospective sanction has been received and hopes that other members and the media leave this issue as a historic one. Cllr. Noel Buckley supported Cllr. O'Connor's sentiments.

General Correspondence

18.11.2013 – Correspondence from Mr. Michael Creed, T.D. – Cllr. Patrick O'Driscoll asked the CEO as to how he would respond to this query. The CEO informed the Board that he met with Mr. Creed and advised him that CETB would need to undertake an in depth study into the enrolment trends for Mannix College. Serious consideration will need to be given to the provision of post primary education in Charleville.

CEO'S REPORT

The Board, on the proposition of Rev. Canon Salter, seconded by Cllr. Tadhg O'Donovan approved the adoption of the CEO's Report, incorporating the Education Report, Finance Report, Human Resources Report and the Capital Report (**copy herewith**).

- **Item 2 – Department of Social Protection Staff Briefing** – The CEO stated that there is on-going communication with the DSP and CETB are striving to provide the

best possible service for the unemployed. Cllr. Chris O’Leary stated that he had concerns regarding tenders being awarded to organisations in other countries and then those organisations seeking sub-contractors within Ireland. The CEO stated that the DES and SOLAS had made it known that the private sector would continue to have a roll in the provision of training. Cllr. Niall O’Neill stated that at a recent BOM meeting it was explained that to run adult education courses a case must be made to SOLAS and that there needed to be emphasise on provision for the unemployed. He stated that the BOM is unaware of the local numbers for unemployment or what these individuals would be interested in doing. The CEO stated that CETB was given targets for last year and this year for the percentage of long term unemployed who should be enrolled on our courses in all FE sectors. Targets have been increased for 2014. The Government has decided that FET must concentrate efforts on labour market activation. The CEO stated that with the training and education facilities available, he is hopeful the targets will be met. However, CETB continues to make the case that FET is more than just labour market activation and that for many it is a learning and progression pathway.

- **Item 4 – Headquarters for CETB** – The CEO advised that there are a number of criteria that must be considered in relation to the location of a single headquarters and that one the most crucial factor is cost. The matter will involve complex negotiations. The CEO stated that he intends to seek professional advice. Cllr. Tomás O’Brien asked the CEO what the budget for engaging said professionals would be. The CEO stated that he does not have a figure but promised that care would be taken with regard to costs. He stated that he does not envisage the exercise would involve major expenditure. Cllr. Catherine O’Keeffe agreed with the CEO and stated that it is important that the Board endorses the CEOs recommendations. She asked the CEO if he would also be seeking legal advice regarding leases etc. Cllr. Donal O’Rourke agreed that the CEO should proceed and suggested that the DES and the Chair of the Audit Committee be kept informed of any developments. Cllr. Tadhg O’Donovan stated that there must be continued consultation with the DES and the members in the interest of transparency. The CEO agreed with the sentiments expressed by members and promised to keep members informed of details and developments while having consideration for commercial sensitivity. Cllr. O’Keeffe asked if the rents on Lavitt’s Quay and Yeats House are negotiable. The CEO stated that the rents on both properties are upward revision only. Cllr. Mary Hegarty asked if there were break-out clauses on the

leases and the CEO responded that yes there was, on both leases. The Board agreed that the CEO should seek auctioneering and legal advice.

- **Item 7 – Meeting with Residents Association regarding Davis College** – The CEO referred to the extension in Davis College and advised that CETB is engaging with the residents association, Council and Town Officials with regard to traffic management issues. Cllr. Humphrey Deegan asked the CEO if a planning application had been made in relation to same and asked if what is on site currently is compliant. The CEO stated that an application was made and Mallow Town Council has reverted for further information. He stated that CETB must apply for retention of the car park at the rear of the school.
- **Item 8 – Capital Projects – Coláiste an Chraoibhín** – Cllr. Tadhg O’Donovan asked for further information in relation to the above project. Mr. Martin Hallahan stated that the planning application has been lodged and a request for further information was issued to the Design Team last week. Cllr. O’Donovan asked what the implications of this were. Mr. Hallahan stated this usually prolongs the project but advised that there have been no 3rd party observations.

Education Report

Mr. Michael Carey welcomed The Breathe Programme and stated that any assistance that can be given to schools in the area of mental health and suicide prevention is vital. Mr. Carey referred to CL0063/2013 regarding reducing costs of school uniforms to parents and queried if CETB should take a position across all schools. He noted that the feedback from a BOM he is on is that students and parents want uniforms, but that they question the presence of a crest. The Chairman stated that the timeline regarding this issue is a year behind as most open days for schools occurred last September and October and that this is only implementable for 2015/2016 academic year. The CEO stated that the Circular had been brought to the attention of all schools and the responses CETB receives from the parents, via the school, will guide CETB in making a decision.

Finance Report

Cllr. Patrick O’Driscoll asked the CEO if there was a reason as to why CETBs payments on the Finance Report were not itemised. The CEO responded that if all payments were to be itemised the report would be extremely lengthy but he will arrange for a more comprehensive breakdown regarding General and Capital payments to be documented on the report in future.

Cllr. Donal O'Rourke referred to the financial statements that Principals download and stated that on a particular BOM, there appears to be errors which make it difficult for the BOM to ratify the finance report. The CEO did not accept that there were errors but admitted that there may be issues of interpretation and clarity. He stated that CETB will speak to Principals and ensure that reports are fully interpreted and understood.

Cllr. Chris O'Leary proposed that Board members expenses be reported regularly to the Board. He asked if a report could be produced to date and perhaps every 3-6 months in future. This proposal was seconded by Cllr. Humphrey Deegan. The CEO stated that he had no objection to the proposal but that it was an issue for the Board to decide. Cllr. Noel Buckley stated that he did not agree with the proposal and that he did not require a report on member's expenses. Cllr. Ger Gibbon stated that this could be good practice and the report should be published on-line. Mr. Liam Ahern asked if it was a report on individual's expenses or overall figures. The Chairman asked Cllr. O'Leary to clarify his request to members. Cllr. O'Leary stated he was requesting a breakdown of any expenses incurred as a member of Cork ETB. Cllr. Noel O'Donovan stated that he would travel long distances from Dunmanway to some BOM meetings or interviews and he felt this exercise was going to paint former County Cork VEC members in a very bad light compared to former City of Cork VEC members. He stated that all members are aware of how the media portray matters. Cllr. Mary Hegarty agreed with Cllr. O'Donovan stating that she may have to travel from Bantry to Glanmire to sit on an interview board. She stated that considering it is an election year, this is not an opportune time for Cllr. O'Leary to make such a proposal.

Cllr. O'Leary responded by stating that the Board is supposed to be accountable and transparent. Cllr. Tadhg O'Donovan questioned what Cllr. O'Leary's motivation was behind his proposal. He stated that the rates regarding travel expenses are universal. Cllr. O'Donovan objected to Cllr. O'Leary's proposal. Rev. Dr. Tom Deenihan also sought clarification as to whether the request pertains to member's expenses as CETB members or to all expenses paid to CETB members, who also represent another body. Cllr. Donal O'Rourke stated that a similar request was made a number of years ago and the then CEO, Barra Ó Briain, made suggestions as to why such figures should not be published at that time. He stated that the request should be denied and that it should be a matter for the newly established CETB in July to consider. He also pointed out that if members expenses were to be published he presumed that the expenses Executive members will similarly be made available. Cllr. Humphrey Deegan stated that he was the only member in favour of

printing and publishing the expenses at the time of the former CEO, Barra Ó Briain and believes it should be approved now. He stated that it is public money and the public are entitled to see how it is spent. The CEO asked for clarity in relation to the proposal and asked if it is just for travel expenses and fees for sitting on interview boards. Rev.

Deenihan re-iterated his query as to whether the proposal extends to members who sit on the Board on behalf of the ETB or those who sit on the Board on behalf of a Co-Trustee, for example. Cllr. Chris O’Leary stated that his proposal is to put on public record, on a regular basis, ETB member’s expenses for travelling to meetings and for sitting on interview boards.

Cllr. Donal O’Rourke stated that the current ETB has only a few months left and stated that members should not be reacting to an ill thought out proposal from the floor. He stated that the Office of the C&AG deals with these matters on an annual basis. Cllr. O’Rourke proposed that the matter be dealt with after the elections considering there will be a new Board in place in June 2014. This was seconded by Cllr. Noel Costello. Cllr. Michael O’Connell stated that many members will not be here after June so perhaps it is a matter for the new ETB to decide. He stated that this Board should not be imposing something on an incoming Board. Cllr. O’Connell suggested that the matter be brought before the Audit Committee and they can make a ruling on the proposal. The CEO stated that it is not appropriate for this Board to decide on a matter pertaining to the incoming Board but that it could decide in its own case.

A vote was taken on the amendment to the proposal, which was to leave the matter to the incoming Board to rule on in June. 23 members voted for this amendment and 6 voted against.

RESERVED ITEMS

Board of Management Nominees

- St. Aidan’s Community College – The Board, on the proposition of Cllr. Catherine Clancy, seconded by Mr. Liam Ahern, approved the appointment of the following to the BOM of St. Aidan’s Community College:
 - Ms. Catherine Feehely, Sr. Mercedes Desmond and Fr. John O’Donovan.
- Coláiste Choilm – The Board, on the proposition of Cllr. Noel O’Connor, seconded by Mr. Michael Carey, approved the appointment of the following to the BOM of Coláiste Choilm:
 - Mr. Joseph Sheehan, Mrs. Mary Golden and Fr. George O’Mahony.

- St. Brogan's College – The Board, on the proposition of Mr. Michael Carey, seconded by Mr. Sean Roberts, approved the appointment of Mr. Hugh Murphy as staff representative to the BOM of St. Brogan's College.
- Coláiste Treasa – The Board, on the proposition of Ms. Norma Murray, seconded by Rev. Canon Salter, approved the appointment of Mr. Derry O'Donovan and Ms. Sheila Vaughan as staff representatives to the BOM of Coláiste Treasa.
- Glanmire Community College – The Board, on the proposition of Cllr. Ronan Sheehan, seconded by Cllr. Tadhg O'Donovan approved the appointment of Cllr. Noel Costello to the BOM of Glanmire Community College as replacement for Ms. Helen McGrath.
- Carrignafof Community College – The Board, on the proposition of Cllr. Ronan Sheehan, seconded by Cllr. Niall O'Neill approved the appointment of Cllr. Noel Costello to the BOM of Carrignafof Community College.
- Coláiste an Chraoibhí n - The Board, on the proposition of Cllr. Noel O'Connor, seconded by Cllr. Donal O'Rourke approved the appointment of Cllr. Noel Costello to the BOM of Coláiste an Chraoibhí n.

Sealing of Documents

- The Board, on the proposition of Cllr. Catherine Clancy, seconded by Mr. Paddy Browne, approved to enter into a new lease with Cork City Council in respect of 75% of the premises at the Glen Community Services Building, Glen Avenue, The Glen, Cork, for use by Youthreach The Glen and Ables Adult Literacy Scheme for a period of ten years commencing early in 2014 (date to be finalised) for the sum of € 100 per annum and 75% of the annual proportion of service costs for the centre, with an option to break the lease after the expiration of the first year and the fifth year.

MINUTES OF BOARDS AND COMMITTEES FOR RATIFICATION
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The Board, on the proposition of Mr. Michael Carey, seconded by Cllr. Tadhg O'Donovan, approved the documents as outlined in the list submitted by the CEO (**copy herewith**).

AOB

Cllr. Humphrey Deegan referred to an e-mail received from Mr. Bob Earlie regarding an alleged assault that took place. Not all members of the Board received said e-mail. The CEO advised that he did not receive the e-mail from Mr. Earlie but that Cllr. Deegan had previously forwarded to him some material on the matter. Cllr. Deegan asked the CEO for a report on this for next month's meeting. Cllr. Donal O'Rourke queried as to what extent do Board members involve themselves in personnel matters. The CEO reminded members

that matters pertaining to staff discipline, employments etc are an Executive Function. Cllr. O'Rourke stated that he was adamant that members abide by this and if personnel matters were to be discussed this could undermine individual's positions on BOMs. The CEO reiterated that Board members do not have a function in terms of staff issues.

DATE & VENUE OF NEXT MEETING

The next meeting will take place on 20th February 2014 in the Council Chamber, County Hall.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____