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| <b>MINUTES OF PROCEEDINGS AT A MEETING OF THE</b> |
| <b>CORK EDUCATION AND TRAINING BOARD</b>          |
| <b>ZOOM MEETING ONLINE</b>                        |
| <b>25<sup>th</sup> FEBRUARY 2021</b>              |

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| <b>ATTENDANCE</b> |
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| <i>Cllr. Kay Dawson</i>            | <i>Mr. Patrick O'Dwyer</i> |
| <i>Cllr. Patrick Gerard Murphy</i> | <i>Mr. Rob Bateman</i>     |
| <i>Cllr. James Kennedy</i>         | <i>Mr. Liam Ahern</i>      |
| <i>Cllr. Sean Martin</i>           | <i>Mrs. Mary Hegarty</i>   |
| <i>Cllr. Mary Rose Desmond</i>     | <i>Ms. Ann Pigott</i>      |
| <i>Cllr. Colette Finn</i>          | <i>Mr. Denis Kirby</i>     |
| <i>Ms. Maura Fitzgibbon</i>        | <i>Mr. Declan O'Leary</i>  |

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| <b>EXECUTIVE &amp; ADMINISTRATIVE STAFF</b> |
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| <i>Mr. Denis Leamy, CE</i>                   | <i>Mr. Enda McWeeney of OSD</i>             |
| <i>Mr. John Fitzgibbons, Director of FET</i> | <i>Ms. Suzanne Mullins, Director of OSD</i> |
| <i>Mr. Pat McKelvey, Director of Schools</i> | <i>Ms. Clare Creedon (Minute Taker)</i>     |

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| <b>WELCOME</b> |
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The Chairman welcomed members to the meeting. The Chairman welcomed Ms. Edel Cunningham to the meeting who gave a presentation to members of Prison Education.

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| <b>CONDOLENCES</b> |
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† To Christine Flaherty, staff member in ICT Department, Head Office, on the death of her Husband.

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| <b>MINUTES</b> |
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The Board, on the proposition of Mr. Denis Kirby seconded by Mr. Declan O'Leary adopted the minutes of the previous ETB meeting held on **27th November 2020 (copies herewith)**.

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| <b>RESERVED ITEMS</b> |
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**For Approval**

- The Board, on the proposition of Cllr. Mary Rose Desmond, seconded by Mr. Liam Ahern, approved the Cork ETB Service Plan 2021.
- The Board, on the proposition of Cllr. Sean Martin, seconded by Mr. Patrick O'Dwyer, approved the Account Supplemental Mandate bank form with AIB. List of the proposed signatories is hereunder:
  - Denis Leamy, CE
  - Enda McWeeney, Director OSD
  - Suzanne Mullins, Director OSD
  - Mary O'Leary, APO Finance
  - Henry Creedon, APO Finance

- Mark Dineen, Administration Officer, Finance
- Lynn Lucas, Administration Officer, Finance
- Susan Long, Administration Officer, Capital & Procurement
- Anne-Marie O’Keeffe, Assistant Manager, Cork Training Centre

### **Approval to enter into a Lease or Licence**

The Board, on the approval of Cllr. Sean Martin, seconded by Cllr. Mary Rose Desmond, approved the following:

- Extension of the lease for Carrigtwohill Community College between Cork ETB and Boxhedge Commercial for Fota Business Park from 1<sup>st</sup> June 2020 to 30/09/2023 at a rent of €265,000 per annum plus VAT. This lease was originally between the Minister for Education and Skills and Boxhedge Commercial.
- Addendum to an existing lease - A side letter between CETB and Carrigtwohill GAA Club to add additional prefabs as an addendum to the lease, at an additional rent of €11,000 per unit for three additional units, until 1<sup>st</sup> December 2023. This brings the total number of units to 13 units on site.
- A lease between Cork ETB and Daygrove Property Limited, for a premises in Ballincollig Village Chamber to house Adult Education provision. This new lease will consolidate two existing properties which are no longer fit for purpose (134 Castlepark and Ballincollig FRC). The proposed lease will run for 5 years at a cost of €35,500 rent and a service charge of €5,350.50. DES approval has been sought.
- A licence with Bandon GAA for the use of the pitch on the grounds of St. Brogan’s College, Bandon, when developed. DES approval is pending.
- A licence between Cork ETB and Kanturk Astro turf Ltd for the use of the pitch at Greenane, Kanturk, when developed. A fee has not been agreed and DES approval is pending.
- Variation to the period of the licence with John A Woods for the use of grounds. The current licence is due to expire in 2034. To assist an application for Sports Capital Funding Cork ETB is agreeable to extending the licence term to 2036.
- A licence with Midleton GAA for the use of the pitch and grounds at Midleton GAA Hurling and Football Club. DES approval will be sought. The term of the licence is 15 years.

### **Sealing of Documents**

The Board, on the approval of Mrs. Mary Hegarty, seconded by Cllr. Sean Martin, approved the following:

- The lease for Carrigtwohill Community College between Cork ETB and Boxhedge Commercial for Fota Business Park from 1<sup>st</sup> June 2020 to 30/09/2023 at a rent of

€265,000 per annum plus VAT. This lease was originally between the Minister for Education and Skills and Boxhedge Commercial.

- Addendum to an existing lease - A side letter between CETB and Carrigtwohill GAA Club to add additional prefabs as an addendum to the lease, at an additional rent of €11,000 per unit for three additional units, until 1<sup>st</sup> December 2023. This brings the total number of units to 13 units on site.
- The licence with Bandon GAA for the use of the pitch on the grounds of St. Brogan's College, Bandon, when developed. DES approval is pending. The term of the licence is 15 years.
- The licence between Cork ETB and Kanturk Astro turf Ltd for the use of the pitch at Greenane, Kanturk, when developed. A fee has not been agreed and DES approval is pending. The term of the licence is 15 years.
- Variation to the period of the licence with John A Woods for the use of grounds. The current licence is due to expire in 2034. To assist an application for Sports Capital Funding Cork ETB is agreeable to extending the licence term to 2036.
- The lease between Cork ETB and Mr. Jerry Kelleher for a premises at New Street, Macroom to house Adult Literacy, BTEI, Community Education & Guidance. The term will be for a ten-year lease from 01/07/2020 to 31/06/2030 at an annual rent of €32,500 per annum.
- The licence with Midleton GAA for the use of the pitch and grounds at Midleton GAA Hurling and Football Club. DES approval will be sought. The term of the licence is 15 years.

### **For Noting**

- Protected Disclosures Annual Report 2020 - CETB confirms that no protected disclosures were received to the end of 2020. Consequently, no action was required to be taken by CETB in relation to Protected Disclosures.
- Department of Children Equality, Disability, Integration and Youth ICT Grant 2020
- Cork ETB Procurement Action Plan 2021
- ETBI Procurement Policy

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| <b>EXECUTIVE REPORT</b> |
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The Board, on the proposition of Mr. Liam Ahern seconded by Mrs. Mary Hegarty approved the Executive report, including the Finance and Capital reports.

- **Item 2 – Re-opening of Schools** - Members were advised that the national plan for re-opening of schools is set out in the report and Cork ETB schools will follow this plan. Schools have been preparing for the expected return.
- **Item 22 – FET College of the Future** – The CE advised that there is a lot of ambition and a lot of work to do in relation to the proposal but there is a lot of

excitement around this also. Cork ETB will bring its vision and proposed plans to the Bord in the coming month for consideration. Cllr. Mary Rose Desmond stated that she is very enthused with regards to the FET College of the Future.

The CE referred to the Life Centre Service Level Agreement and advised that Cork ETB wish to strengthen the governance links and developed the enclosed SLA. Cllr. Mary Rose Desmond stated that she welcomed the comments in relation to the Life Centre and is looking forwarding to see how it unfolds. She noted that a lot of good work is done in the centre. She stated that she is happy to see the SLA being put in place. Mr. Declan O’Leary asked if it is envisaged that the model going forward will move into a more paid provision or remain as volunteer provision. The CE stated that it is important to have both elements. He noted that it is a continuing piece of work.

The CE advised that SOLAS have been in contact with Cork ETB with regards to linking in with the CAO and he advised that Cork will be the only ETB involved in this testing currently.

Cllr. Kay Dawson referred to the Youth Committee and stated that the Committee hasn’t met in 2020. The CE stated that she is correct, and the Committee will be set up as a matter or urgency. John Fitzgibbons stated that he spoke to the Youth Officer yesterday in relation to the composition of the Committee and a schedule of meetings for 2021 will be prepared immediately.

The Chairman provided members with an update in relation to the meeting ETBI had with Minister Harris recently. He noted that the Minister is very driven in the area of inclusion.

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| <b>COMMITTEES</b> |
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The Board, on the proposition of Mr. Denis Kirby, seconded by Cllr. Kay Dawson, approved the following appointments:

- The Board of Management of St. Aidan’s Community College is seeking approval for the following nominee as a Community Nominee to the Board
  - Leonard Nyhan
  
- Nominations to the Board of Cork Life Centre
  - Ruth Griffin
  - Des Cullinane
  
- The Board of Management of Scoil Aonghusa CNS is seeking approval for the following nominee as a Community Nominee to the Board

- Eileen Hegarty
- The Board of Management of Cork College of Commerce is seeking approval for the following nominees as Student Nominees to the Board
  - Niamh O'Brien
  - Aaron Voss Whelan
- The Board of the Crawford Art Gallery wishes to extend the term of office of Cork ETB's nominee, Mrs. Mary Hegarty, to 1<sup>st</sup> January 2022 due to the impending move off site for the redevelopment of the premises.

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| <b>CORRESPONDENCE</b> |
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The Board, on the proposition of Mr. Patrick O'Dwyer, seconded by Cllr. Mary Rose Desmond adopted the DES and General Correspondence as presented (**copies herewith**).

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| <b>MINUTES OF BOARDS AND COMMITTEES CONFIRMATION</b> |
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The Board, on the proposition of Cllr. Sean Martin seconded by Mr. Liam Ahern confirmed the documents as outlined in the list submitted by the CE (**copy herewith**).

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| <b>AOB</b> |
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- Cllr. James Kennedy referred to Davis College and the sports track. Enda McWeeney referred to the planning permission and stated that there are many conditions, and this is only one option being considered.

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| <b>DATE &amp; VENUE OF NEXT MEETING</b> |
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The next meeting will take place on 25<sup>th</sup> March 2021 on Zoom. The following dates were agreed for the remainder of 2021.

- 27<sup>th</sup> May
- 24<sup>th</sup> June
- 23<sup>rd</sup> September
- 25<sup>th</sup> November

**THIS CONCLUDED THE BUSINESS OF THE MEETING**

**SIGNED:** \_\_\_\_\_  
*Chairman*

**DATE:** \_\_\_\_\_