

MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
ZOOM MEETING ONLINE
26th NOVEMBER 2020

ATTENDANCE

<i>Cllr. Karen Coakley</i>	<i>Ms. Maura Fitzgibbon</i>
<i>Cllr. Kay Dawson</i>	<i>Mr. Patrick O'Dwyer</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Ms. Maria McGrath</i>
<i>Cllr. Gobnait Moynihan</i>	<i>Mr. Rob Bateman</i>
<i>Cllr. James Kennedy</i>	<i>Mr. Liam Ahern</i>
<i>Cllr. Mary Rose Desmond</i>	<i>Mrs. Mary Hegarty</i>
<i>Cllr. Ben Dalton O'Sullivan</i>	<i>Ms. Ann Piggott</i>
<i>Cllr. Sean Martin</i>	<i>Mr. Denis Kirby</i>
<i>Cllr. Colette Finn</i>	<i>Mr. Declan O'Leary</i>

EXECUTIVE & ADMINISTRATIVE STAFF

<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>

WELCOME

The Chairman welcomed members to the meeting and thanked Crowe for the Governance Training that they provided for members prior to this meeting. This was the second training that was delivered to members.

CONDOLENCES

- † To Carol Newman, Co-Ordinator YR Youghal, on the death of her sister.
- † To Marguerite and Ted Forde, Head office staff members, on the death of their mother.
- † To Mike Bermingham, on the death of his wife.

MINUTES

The Board, on the proposition of Mrs. Mary Hegarty seconded by Cllr. Karen Coakley adopted the minutes of the previous ETB meeting held on **24th September 2020 (copies herewith)**.

RESERVED ITEMS

For Approval

The Board, on the approval of Mr. Patrick O'Dwyer, seconded by Mr. Denis Kirby, approved the Cork ETB Covid-19 Minor Grants Report for Youth Clubs and services (as presented).

Approval to enter into a Lease or Licence

The Board, on the approval of Mr. Patrick O'Dwyer, seconded by Mr. Denis Kirby, approved the following:

- Renewal of the lease between Cork ETB and Macroom Environmental Industrial Park for Units 2 & 4 of Macroom E Business Centre, Bowl Road, Macroom, which houses PLC classes. The lease will run from 01/09/2020 to 30/08/2022 at a cost of €14,400 plus VAT per month, plus utilities.
- Renewal of a lease between Cork ETB and Cork City Council for the rental of a prefabricated building at The Glen Resource Centre, which houses the Dillon's Cross Project at a cost of €9,000. The lease will run from 13/09/2019 to 12/09/2022. DES approval has been received. CETB awaits a draft lease from Cork City Council so dates may need to be amended.
- A new lease between Cork ETB and John McNamara, James McMahon for a premises at Unit, 1-3 Dublin Rd, Ballynamona, Fermoy to house NZEB (Nearly Zero Energy Buildings) Training. The proposed lease is for a period of 5 years from finalisation of negotiations, at a cost of €22,000 per annum, plus service charges. DES approval has been sought.
- Renewal of the expired lease between Cork ETB and Michael Prendergast for The Q Centre in Mallow, which houses Adult & Community Education. The proposed lease will run from 01/06/2020 to 31/12/2021 at the existing cost of €60,000 per annum. CETB has been approved for funding from SOLAS to undertake works at Mallow YR which will allow us to vacate this premises when the works are completed. CETB awaits a draft lease so dates may need to be amended.
- A new lease between Cork ETB and Nial Murphy for a field in Macroom to run the existing horticulture class at Grotto House. The lease will be for 3 years from 01/12/2020, at a cost of €3,000 per annum. CETB awaits a draft lease so dates may need to be amended.
- A licence between Cork ETB and John Morris Tyres for the rental of the garage facilities for use by St. John's Central College from 5th October 2020 for 9 months at a fee of €400 per week.
- A licence between Cork ETB and Ballyphehane Community Association for the use of rooms at Ballyphehane/Togher Community Centre from 01.10.2020 for 24 weeks at a cost of €2,000 per term to house Adult and Community Education.
- A licence between Cork ETB and the Deanrock Bar for the use of rooms at from 02.10.2020 to 26.03.2021 at a cost of €75 per week to house Adult and Community Education.

Sealing of Documents

The Board, on the approval of Mr. Patrick O'Dwyer, seconded by Mr. Denis Kirby, approved the following:

- A licence between Cork ETB and Ballyphehane Community Association for the use of rooms at Ballyphehane/Togher Community Centre from 01.10.2020 for 24 weeks at a cost of €2,000 per term to house Adult and Community Education.
- The lease between Cork ETB and the South Parish Community Centre from 01/09/2019 for 3 years until 31/05/2022 at a cost of €6,600 per annum to house Cork College of Commerce and Coláiste Daibhéid classes. DES sanction has been received. (Note correction to dates above from 01/06/2018 to 31/05/202).
- Service Level Agreement for the delivery of a devolved major project for Coláiste Choilm, Ballincollig.
- The following documents between Cork ETB and the Department of Education and Skills for the transfer of lands that Gaelscoil Uí Eigheartaigh, Carrignafoy, Cobh, Co. Cork is built on:
 - Contract for sale
 - Deed of Transfer
 - Family Home Act Declaration
 - Section 72 Declaration
 - Ground Rent Declaration

EXECUTIVE REPORT

The Board, on the proposition of Mrs. Mary Hegarty seconded by Mr. Liam Ahern approved the Executive report, including the Finance and Capital reports.

- **Item 6 – Enrolment** – The CE advised that meetings with the DES are taking place with regards to facilities and enrolments in the schools mentioned.
- **Item 7 – School Patronage Competitions** – Pat McKelvey advised that while the Cork City North campaign has been deferred by the DES, Cork ETB will now continue on a general awareness campaign in relation to Community National Schools. A new area has been developed on the website and a mailing list has been set up. It was queried as to how Cork ETB can differentiate itself from Educate Together. Pat McKelvey noted that that Cork ETB are the only publicly funded organisation involved in primary education and our schools offer the Goodness Me, Goodness You programme.
- **Item 10 – My CETB Powered by WorkVivo** – The CE advise that this internal communications platform was developed at an opportune time and there has been

strong momentum across the organisations. The platform gives all staff great visibility of colleagues and the organisation.

- **Item 21 – Capital Building Programme** – Enda McWeeney advised that the DES have approved an extension for St. Brogan’s College, Bandon and Coláiste Choilm, Ballincollig. This is welcome news for the schools who are currently oversubscribed.
- **Item 24 – Mitigating Against Educational Disadvantage Fund** – John Fitzgibbons advised that SOLAS announced funding of €8 million to support Community Education providers. He noted that it was primarily Covid-19 focussed but will address long-term issues and gaps. Cork ETB has submitted fifty proposals and we have been notified that forty-five of those have been approved for funding. Additional information has been sought on the remaining five proposals. The funding currently stands at €673,000 to be distributed and the monies must be spent by 31st December 2020. The CE acknowledged the work done by all involved in getting the proposals submitted in such a short timeframe.

COMMITTEES

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Mr. Liam Ahern, approved the following appointments:

- Following the resignation of Sebastian Tretter and Heather Pabiau from the West Cork Youthreach BoM, the following are nominated as their replacements, following Board approval:
 - Bria Evans – Parent Nominee (Macroom YR)
 - Christina Cronin – Female Staff Nominee (Bandon YR)
- Following the resignation of members, the following are nominated as replacements to the BoM of Coláiste Fionnchua, following Board approval:
 - Thomas Tattan – Male Parent Nominee
 - Triona Dillon – Female Teacher Nominee
- St. Peter’s Community School has submitted its BoM Nominees for the term of office from 01.08.2020 to 31.07.2023.
 - John Bresnihan – CETB
 - Donal Murray – CETB
 - Paudie Palmer – CETB
 - Carmel Lester – Parent
 - Pat O’Mahony – Parent
 - Martina Drohan – Teacher
 - Una McCarthy – Teacher
 - Sean Hyde – Mercy/CEIST
 - Margaret O’Sullivan - Mercy/CEIST
 - Mary Shields - Mercy/CEIST

CORRESPONDENCE

The Board, on the proposition of Cllr. Mary Rose Desmond, seconded by Mr. Patrick O'Dwyer adopted the DES, ETBI, SOLAS and General Correspondence as presented (**copies herewith**).

General Correspondence

- **21.10.2020 – Correspondence from the Department of Further and Higher Education, Research, Innovation and Science** – The CE advised that he made contact with Kerry ETB. They have already submitted a nomination, the Chairperson of the Board. The CE proposed to put himself forward for nomination. Mr. Declan O'Leary noted his deep concerns that the ETB's representation is reduced to one member. He stated that the CE is uniquely positioned, has the required skillset and is the appropriate nominee from Cork ETB. The Chairman stated that he shared Mr. O'Leary's concerns and noted that ETBI have written to the Minister with regards to increasing representation for the ETB.

MINUTES OF BOARDS AND COMMITTEES CONFIRMATION

The Board, on the proposition of Cllr. Sean Martin seconded by Cllr. Kay Dawson confirmed the documents as outlined in the list submitted by the CE (**copy herewith**).

AOB

- Cllr. Karen Coakley asked if there was an update in relation to the request for the sports hall for St. Brogan's College. Enda McWeeney advised that the request is still with the DES for decision.
- Mrs. Mary Hegarty referred to funding for school signage and the CETB brand. The CE advised that this is an issue that is high on the agenda and HQ is looking at developing common signage for all schools. This is a critical issue. John Fitzgibbons stated that he and Corporate Services have been working on this across FET centres in the past year also, designing a common sign to be erected outside each centre. Common branding is extremely important.

The CE and Chairperson took this opportunity to wish members a very Happy Christmas and thanked them for their work, support and commitment throughout the extremely difficult year.

DATE & VENUE OF NEXT MEETING

The next meeting will take place on 26th February 2021. The venue will be confirmed nearer the time and will be dependent on Government guidelines in place at that time.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____