

**MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
ZOOM MEETING ONLINE
23RD SEPTEMBER 2021**

ATTENDANCE

<i>Cllr. Karen Coakley</i>	<i>Mr. Liam Ahern</i>
<i>Cllr. Kay Dawson</i>	<i>Mrs. Mary Hegarty</i>
<i>Cllr. Noel McCarthy</i>	<i>Mr. Denis Kirby</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Mr. Declan O'Leary</i>
<i>Cllr. James Kennedy</i>	<i>Cllr. Sean Martin</i>
<i>Cllr. Derry Canty</i>	<i>Cllr. Colette Finn</i>
<i>Ms. Maura Fitzgibbon</i>	<i>Cllr. Gobnait Moynihan</i>
<i>Mr. Patrick O'Dwyer</i>	<i>Ms. Ann Piggott</i>
<i>Ms. Maria McGrath</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.

APOLOGIES

Apologies were received from Cllr. Mary Rose Desmond.

CONDOLENCES

† To the family of Helena Harrington, canteen staff member in Cork College of Commerce on her death.

† To Claire Layton O'Brien, Music Generation Cork City, on the death of her mother.

CONGRATULATIONS

- The Board expressed congratulations to Cormac Harris and Alan O'Sullivan, students of Coláiste Choilm, on winning the top prize at the European Union contest for Young Scientists.

MINUTES

The Board, on the proposition of Cllr. Mary Hegarty seconded by Cllr. Karen Coakley adopted the minutes of the previous ETB meeting held on **24th June 2021 (copy herewith)**.

STATEMENT TO THE BOARD

The Chairman took the opportunity to address the Board with regards to an issue that arose in July. He was contacted by a Journalist from RTE with regards to expense claims. The Chairman advised that he attended an IPB event, as Cork ETB nominee and travelled to a training event as a Cork County Council nominee. Subsequently, months later he submitted

claims expenses, at different times, and he made a genuine error and over claimed mileage and one overnight. He responded to the journalist advising of the error he made and that he re-imbursed both Cork ETB and Cork County Council in full to avoid any ambiguity. Cllr. Murphy advised that he had records provided to him outlining his claims for the past five years by Cork ETB, Cork County Council and CIT and asked an accountancy firm to cross reference these claims to determine if this was an isolated incident. The accountancy firm confirmed that there was no other incident identified. The Chairman wanted to make sure that the Board members were informed of the situation and aware of the error that was made. He apologised for any unwanted attention and embarrassment that this may have caused to Cork ETB. He apologised for his genuine indiscretion.

The CE advised that he was contacted by the Chairman when the journalist made contact with him. The CE brought the matter to the attention of the Audit & Risk Committee at their meeting held on Tuesday last 21st September 2021. The A&R Committee noted the matter and that the Chairman would address the Board at this meeting. The Committee will close off the matter at their December meeting once the Board has been made aware. The CE advised that procedures are now in place with Cork County Council where Cork ETB will provide Councillors with quarterly statements outlining any expenses, they have received which will assist the Councillors in ensuring their compliance with legislation – Local Government Act 2001.

A number of Board members thanked the Chairman for bringing the matter to their attention today and for his open and candid statement. They noted that it was human error and did not believe there was any intention on his part. It was agreed that the matter was considered to be closed.

CHARITIES ACT PRESENTATION

Ms. Suzanne Mullins provided members with a brief presentation on the Charities Act.

DECLARATIONS OF INTEREST

No Declarations of Interest were noted.

RESERVED ITEMS

The Board, on the proposition of Cllr. Derry Canty, seconded by Cllr. Sean Martin, approved the following items:

Approval to enter into a Lease or Licence

- A licence between Cork ETB and The Diocese of Cork and Ross for the use of Ballincollig Community Hall for Coláiste Choilm from 09/08/2021 to 05/11/2021 at €150 per week.

- A licence between Cork ETB and The Diocese of Cork Cloyne and Ross for the use of St. John the Baptist Church Hall, Midleton, for the provision of Adult & Community Education from 06/09/2021 to 29/07/2022 at a cost of €5,000.
- 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 01/07/2021 to 29/06/2022 at a fee of €400 per week.
- A licence between Cork ETB and Carrigaline GAA Club for the provision of English language course to four Syrian Refugee families. The licence will run from 2nd September 2021 to 22nd July 2022 at a cost of €200 per week for 37 weeks.
- A lease renewal between Cork ETB and Linda Fitzpatrick & Brenda O'Donovan (new owners as property went into liquidation) for Abbey House, 4A Cork Road, Midleton, which houses Adult & Community Education. The lease will run for 5 years April 2021 at a rental cost of €12,000 per annum.
- A licence between Cork ETB and Advance Business College, for the provision of one training room, small office and bathroom in a premises on White Street, Cork City, to house Adult and Community Education from 01/10/2021 to 31/05/2022 at €130 per week.

Sealing of Documents

- The lease between Cork ETB and George Croke for the premises in Dunmanway, Co. Cork which houses Adult and Community Education. The lease is for three years from 01.07.2019 at an annual rent of €13,000.
- The extension of the lease between Cork ETB and Michael Kidney for Waterpark House which houses Gaelcholáiste Charraig Uí Leighin for a further 12 months from 01.09.2021, with a break clause at 6 months, for €120,000 per annum.
- A licence between Cork ETB and The Diocese of Cork and Ross for the use of Ballincollig Community Hall for Coláiste Choilm from 09/08/2021 to 05/11/2021 at €150 per week.
- A Service Level Agreement between Cork ETB and the Department of Education for the delivery of the devolved project for Carrignafoy Community College.

- The licence between Cork ETB and The Diocese of Cork Cloyne and Ross for the use of St. John the Baptist Church Hall, Midleton, for the provision of Adult & Community Education from 06/09/2021 to 29/07/2022 at a cost of €5,000.
- The 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 01/08/2021, at a cost of €22,000 per annum, plus VAT and service charges.
- The licence between Cork ETB and Carrigaline GAA Club for the provision of English language course to four Syrian Refugee families. The licence will run from 2nd September 2021 to 22nd July 2022 at a cost of €200 per week for 37 weeks.
- The 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 01/11/2020, at a cost of €3,000 per annum.

For Noting

- Youth Services Report
- Right to Disconnect Policy
- Training and Professional Development Policy

EXECUTIVE REPORT

The Board, on the proposition of Mrs. Mary Hegarty seconded by Cllr. Derry Canty approved the Executive report, including the Finance and Capital reports.

- **Item 1 – Carrigaline Community Special School** – The Chairman took the opportunity to thank the extensive team in Head Office on all the work undertaken to ensure that this project has come to fruition. Cllr. Kay Dawson echoed the Chairman’s sentiments and stated that it was a huge task for the ETB to undertake and it means so much to the families that will be sending their children to this school.
- **Item 5 – Early Warning Report** – Mr. Declan O’Leary advised that the A&R Committee has serious concerns in relation to the understaffing of the ICT Department in Head Office. The amount of locations that the Department is expected to service is untenable as it stands.
- **Item 15 – Main Scheme Funding** - Enda McWeeney referred to the feasibility study on the development of a new FET College of the Future– at the feasibility stage currently and the site that has been identified as the most viable option has been the Cork Training Centre site.

Cllr. Kay Dawson referred to the Kanturk Astro Turf and sought an update non this. Enda McWeeney stated that he visited Kanturk. The Committee are concerned that they won't have the funds to drawdown to proceed with the works. Cork ETB is considering on how best it may be able to support the project.

Mr. Liam Ahern asked for an update in relation to Carrigtwohill and the new build. Enda McWeeney stated that the DoE are managing this but he hasn't received an update as of yet.

Mr. Denis Kirby referred to the recruitment report and stated that the workload associated with all the applications received and the process as a whole and he wanted to take the opportunity to acknowledge the efficiency and commitment of the recruitment team.

COMMITTEES

The Board, on the proposition of Cllr Karen Coakley, seconded by Mrs. Mary Hegarty, approved the following appointments:

- The Board appointed the following the nominee to sit on the Board of Management of Carrigaline Community Special School.

- Mr. Liam Ahern

It was agreed that the CE would identify two individuals to sit as ETB nominees.

- The term of office of the Board of Management of Carrigaline Community School came to an end in August 2021. The following were approved for re-nomination as Cork ETB nominees to the Board of Management.

- Ms. Una O'Donnell

- Cllr. Ben Dalton O'Sullivan

- Mr. Rob Bateman

- The term of office of the Board of Management of Boherbue Comprehensive School came to an end in August 2021. The following were approved for re-nomination as Cork ETB nominees to the Board of Management.

- Mr. Denis Leamy

- Mr. Paudie Palmer

- Following the resignation of Micheál Ó Sé as Staff nominee on the Board of Management of Gaelcholáiste Charraig Uí Leighin, the Bord approved the nomination of Gary Ó Céilleachair as Staff nominee.

- The Bord approved the nomination a former pupil of Coláiste Daibhéid, Konrad Im, to the Board of Management as a Community Nominee.

CORRESPONDENCE

The Board, on the proposition of Cllr. Sean Martin, seconded by Mr. Liam Ahern adopted the DoE and General Correspondence as presented (**copies herewith**).

ETBI Correspondence

The following were nominated to attend the online ETBI AGM Meeting

- Denis Leamy, CE
- Cllr. Patrick Gerard Murphy, Chairman
- Mr. Denis Kirby
- Cllr. Karen Coakley

AOB

DATE & VENUE OF NEXT MEETING

The next meeting will take place on Thursday 25th November 2021.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____