

**MINUTES OF PROCEEDINGS AT A MEETING OF THE  
CORK EDUCATION AND TRAINING BOARD  
ZOOM MEETING ONLINE  
24<sup>th</sup> FEBRUARY 2022**

**ATTENDANCE**

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

**CONDOLENCES**

- † To Mr. Ted Owens, former Chief Executive, on the death of his mother
- † To Minister Simon Coveney, on the death of his Grandmother
- † To the staff and learners in St. Brogan's College, on the death of a learner
- † To the staff and learners in Youthreach Knocknaheeny, on the death of a learner

**CONDOLENCES**

To Bernie McNally on being appointed as Secretary General of the Department of Education

**MINUTES**

The Board, on the proposition of Mrs. Mary Hegarty seconded by Cllr. Kay Dawson adopted the minutes of the previous ETB meeting held on **25<sup>th</sup> November 2021 (copy herewith).**

**DECLARATIONS OF INTEREST**

No Declarations of Interest were noted.

**RESERVED ITEMS**

The Board, on the proposition of Mr. Patrick O'Driscoll, seconded by Cllr. Ben Dalton O'Sullivan approved the following:

- Cork ETB Service Plan 2022
- 2020 Statement of Internal Control (brief provided by Director of OSD)

- 2020 Annual Financial Statements (brief provided by Director of OSD)

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

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Mr. Denis Kirby, approved the following items:

- A Licence between Cork ETB and Holy Cross Church, Mahon, to house Adult Literacy 3 times a week at a cost of €1,740 per annum. The Licence will run until 2<sup>nd</sup> June 2022.
- A Licence for use between Cork ETB and Leevale Athletic for the use of Cork ETB grounds at Farranlea Road. The fee for the licence is €250 per annum and the term is for one year.
- A lease between Cork ETB and Box Hedge Commercial for lands at Fota Business Park, Carrigtwohill to house temporary accommodation for Carrigtwohill Community College. The rent will be for €250,000 per annum for 1.121 acres. The lease will run concurrent with the other leases and expire on 30<sup>th</sup> June 2023.
- A extension to the Licence between Cork ETB and Ballyburden Meat Processors Ltd for the use of a Meat Cutting Room for the Butchery from February 2022 to June 2022. The total cost is €10,200 plus VAT (€12,546).
- The renewal of the lease between Cork ETB and Mitchelstown Community Council Ltd for the use of premises in Forest Hall, Mitchelstown to house Adult and Community Education. The new proposed lease is for 5 years from 1/11/2021 at a rent of €8,200 per annum. DoE approval will be sought.
- The renewal of the lease between Cork ETB and IRD Duhallow for the use of premises in The James of Keefe Institute, Newmarket to house Adult and Community Education. The new proposed lease is for 3 years from 1/02/ 2022 at a rent of €3,500 per annum. DoE approval will be sought.
- The renewal of the lease between Cork ETB and Ballyphehane Togher CDP for the use of premises to house Adult and Community Education. The new proposed lease is for 3 years from 01/01/2022 at a rent of €3,000 per annum. DoE approval will be sought.
- The renewal of the lease between Cork ETB and Farranree Family Centre for the use of premises to house Adult and Community Education. The new proposed lease is for 3 years from 01/01/2022 at a rent of €3,000 per annum. DoE approval will be sought.
- The renewal of the lease between Cork ETB and Shiaghail Partnership for the use of premises in Herons Wood, Carrigaline for Carrigaline FET Centre. The new proposed lease is for 5 years from 01/05/2022 at a rent of €21,500 plus VAT (€26,445) per annum.
- An extension to the licence between Cork ETB and John Morris Tyres Ltd for the use of the garage on Anglesea Street until 30/06/2022 at a rent of €400 per week.

## Sealing of Documents

- The lease between Cork ETB and Daygrove Property Limited, for the premises in Ballincollig Village Chamber to house Adult Education provision. The term of the lease is 5 years at a rent of €40,200 per annum, plus €5,800.50 service charges per annum.
- The Licence between Cork ETB and Holy Cross Church, Mahon, to house Adult Literacy 3 times a week at a cost of €1,740 per annum. The Licence will run until 2<sup>nd</sup> June 2022.
- The Licence for use between Cork ETB and Leevale Athletic for the use of Cork ETB grounds at Farranlea Road. The fee for the licence is €250 per annum and the term is for one year.
- The Licence between Cork ETB and John Morris Tyres Ltd for the use of the garage on Anglesea Street until 30/06/2022 at a rent of €400 per week.
- The lease 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 €13,800 per annum.

### EXECUTIVE REPORT

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

### COMMITTEES

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

- The following are nominated to the Board of Management of Carrigaline Community Special School:
  - Ms. Una O'Donnell – Cork ETB Nominee
  - Ms. Amy Buckley – Staff Nominee
  - Gary Murphy – Parent Nominee
  - Mary Hickey – Parent Nominee

### CORRESPONDENCE

The Board, on the proposition of , seconded by adopted the DoE, SOLAS and General Correspondence as presented (**copies herewith**).

### AOB

Cllr. Gobnait Moynihan sought an update in relation to Macroom Youthreach. Joh Fitzgibbons advised that Cork ETB engaged consultants to look at options available. The report was received in early January and a submission is now being prepared for the Department in relation to this. Unfortunately, a clear timeline cannot be given at this time but hopefully that won't be too long.

Cllr. Moynihan referred to the Bystander Intervention training that UCC put on for their students and asked if it was something that Cork ETB should consider. The Chief Executive advised that it is something that Cork ETB will look into.

Cllr. Karen Coakley queried if Cork ETB is addressing the issue with regards to the lack of staff in the hospitality sector. Joh Fitzgibbons advised that there is a new intake into the Commis Chef this year. He noted that unfortunately it is not seen as an attractive industry by young people. Cork ETB have other programmes in the hospitality area that we are running and we are actively working to promote these courses.

Mrs. Mary Hegarty referred to SEN and asked that the provision of SEN places in the West Cork Area be put on the agenda for the Executive as the numbers seeking places is increasing and this is going to be a huge issue going forward.

**DATE & VENUE OF NEXT MEETING**

The next meeting will take place on Thursday 24<sup>th</sup> March 2022. The Chairman referred to how meetings will take place going forward. He noted that at the ETBI Reserve Forums Meeting it was noted that most ETBs are looking at a Hybrid option. The general consensus was for a Hybrid Option for the foreseeable future.

**THIS CONCLUDED THE BUSINESS OF THE MEETING**

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

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