

**MINUTES OF PROCEEDINGS AT A MEETING OF THE  
CORK EDUCATION AND TRAINING BOARD  
ORIEL HOUSE HOTEL, BALLINCOLLIG  
25<sup>TH</sup> MAY 2023**

**ATTENDANCE**

<i>Cllr. Karen Coakley</i>	<i>Ms. Maria McGrath</i>
<i>Cllr. Kay Dawson</i>	<i>Mr. Liam Ahern</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Mrs. Mary Hegarty</i>
<i>Cllr. Alan Coleman</i>	<i>Ms. Ann Piggott</i>
<i>Cllr. Derry Canty</i>	<i>Mr. Denis Kirby</i>
<i>Cllr. Colette Finn</i>	<i>Mr. Declan O’Leary</i>
<i>Ms. Maura Fitzgibbon</i>	

**EXECUTIVE & ADMINISTRATIVE STAFF**

<i>Mr. Denis Leamy, CE</i>	<i>Mr. Enda McWeeney, Director</i>
<i>Mr. Pat McKelvey, Director</i>	<i>Ms. Sarah Flynn, Director</i>
<i>Mr. John Fitzgibbons, Director</i>	<i>Ms. Clare Creedon (Minute Taker)</i>

**WELCOME**

The Chairman welcomed members to the meeting and noted it was the first in-person meeting of 2023. He took the opportunity to welcome Ms. Sarah Flynn to the meeting and congratulated her on her appointment as Director of Organisation Support and Development.

**APOLOGIES**

➤ Apologies for inability to attend the meeting were received from Cllr. Noel McCarthy, Cllr. Gobnait Moynihan, Cllr. Ben Dalton O’Sullivan and Mr. Patrick O’Dwyer.

**MINUTES**

The Board, on the proposition of Cllr. Karen Coakley, seconded by Cllr. Kay Dawson adopted the minutes of the previous ETB meetings held on **23<sup>rd</sup> March 2023 (copy herewith)**.

**DECLARATIONS OF INTEREST**

No Declarations of Interest were noted.

**RESERVED ITEMS**

**For Approval**

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Cllr. Alan Coleman, approved the following:

- Chairman’s Comprehensive Report 2022
- Cork ETB Annual Report 2022

- Cork ETB prepared a funding application to the DoE to purchase a c.1 acre site, which adjoins Cork ETB owned lands, on which Coláiste Treasa is built. The application was successful. Cork ETB approached the landowner and agreed a mutually acceptable price, which has been accepted by the DoE. The additional land provides essential additional space to accommodate a DoE approved major extension project for the school. Approval is sought to proceed with the purchase of the Greenfield site at Greenane, Kanturk, Co. Cork.
- Approval to renew the radio contract with Coimisún Na Meán for the licence for Juice FM, based at Tramore Road Campus.

### **Approval to enter/renew a Lease/Licence**

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

- The renewal of the lease between Cork ETB and Macroom Environmental Industrial Park DAC, Bowl Road, Macroom, Co. Cork P12 FV30 for the use of Units 2 & 4 in Macroom E-Business Park for CFET Morrisons Island Campus. The new proposed lease is for 2 years from 01/09/2022 to 31/08/2024 with a proposed rent amount of €15,600 +VAT per annum. Additional charges for services/utilities and additional room (Unit 1) circa €8,600+VAT p/a (approx. depending on monthly usage). Note: Previous lease €14,400 + VAT p/a. DoE approval to follow.
- The renewal of the lease between Cork ETB and Cork City Council for the use of 3 & 4 Sawmill Street/ 6A Rutland Street, Cork T12 DW32 for CFET Douglas Street Campus- St. Johns Annex. The new proposed lease is for 3 years from 01/01/2023 to 01/01/26 with a proposed rent amount of €70,000 inclusive of VAT per annum. DoE approval to follow.
- The renewal of the lease between Cork ETB and Mahon Family Resource Centre, for the use of a premises at Mahon Drive, Mahon, Cork T12 Y180 FOR Mahon Adult Education Centre. The new proposed lease is for 3 years from 01/07/2022 to 30/06/2025 with a proposed rent amount of €1,200 inclusive of VAT per annum. DoE approval to follow.
- The renewal of the lease between Cork ETB and Michael Prendergast, for the use of a premises at The Q Centre Mallow, Co. Cork P51 HC63 for Mallow Education Centre. The new proposed lease is for 3 years from 01/12/2021 to 30/11/2024 with a proposed rent amount of €60,000 inclusive of VAT per annum. DoE approval to follow.

- The renewal of the lease/licence between Cork ETB and Mitchelstown Community Council, for the use of a premises at Forest Hall, Mitchelstown, Co. Cork P67 XY80 for CFET Mitchelstown Centre The new proposed lease is for 5 years from 01/11/2021 to 31/10/2025 with a proposed rent amount of €8,200 INCL.VAT per annum with extra room @ €12.50 per hour (estimated €1,912.50 per year). DoE approval is in place until 31/10/2026.
- The renewal of the lease/licence between Cork ETB and James O’Keeffe Institute, for the use of a premises at James O Keeffe Institute, Newmarket, Co. Cork, P51 C5YF for Newmarket Adult Education Centre. The new proposed lease is for 3 years from 01/02/2022 to 31/01/2025 with a proposed rent amount of €3,500 inclusive of VAT per annum. DoE approval is in place until 31/01/2025.
- The renewal of the lease between Cork ETB and Anna Shields, for the use of a premises at Hérons Wood, Carrigaline, Co. Cork P43 VF30 for CCFET Carrigaline Centre. The new proposed lease is for 5 years from 01/05/2022 to 31/08/2027 with a proposed rent amount €28,000 ex. VAT per annum. DoE approval is in place until 01/05/2027.
- The renewal of the lease between Cork ETB and The Luca Partnership, for the use of a premises at Carrigaline Industrial Estate, Crosshaven Road, Co. Cork P43 D274, for CCFET Carrigaline Training Centre. The new proposed lease is for 10 years from 28/05/2016 to 27/05/2026 with a proposed rent amount €115,000 inclusive of VAT per annum DoE approval to follow.
- The renewal of the lease between Cork ETB and The Glen Resource & Sports Club, for the use of a premises at The Glen Resource, The Glen, Cork, T23 DH95 for Adult Education- The Dillions Cross Project. The new proposed lease is for 6 years from 02/07/2020 to 01/07/2026 with a proposed rent amount €9,900 inclusive of VAT per annum. DoE approval to follow.
- The renewal of the lease between Cork ETB and Northside Community Enterprises for the use of facilities at Farranferris Lodge, Redemption Road, Cork, T23 YW62. The new proposed lease is for 3 years from 01/01/2022 to 31/12/2024 with a proposed rent amount €35,000 inclusive of VAT per annum. DoE approval to follow.
- The approval of the lease between Cork ETB and The Incorporated Church of Ireland Cork Young Men’s Association for the use Garryduff Sports Centre, Rochestown, Cork, T12 ER22 for Rochestown Community Special School. The proposed lease is

for 5 years from 01/01/2023 to 31/12/2027 with a proposed rent of €237,500 inclusive of VAT per annum. DoE approval to follow.

- The approval of a licence between Cork ETB and Grange Athletic Club Fermoy for 5 years from 25<sup>th</sup> May 2023 at a nominal fee of €1 per annum, for the use of the Athletics track and associated facilities at Coláiste an Chraoibhín.

### **Sealing of Documents**

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

- The licence between Cork ETB and Grange Athletic Club Fermoy for 5 years from 25<sup>th</sup> May 2023 at a nominal fee of €1 per annum, for the use of the Athletics track and associated facilities at Coláiste an Chraoibhín.
- Contracts for sale for the purchase of the greenfield site at Greenane, Kanturk, Co. Cork
- The lease between Cork ETB and The Incorporated Church of Ireland Cork Young Men's Association for the use Garryduff Sports Centre, Rochestown, Cork, T12 ER22 for Rochestown Community Special School. The proposed lease is for 5 years from 01/01/2023 to 31/12/2027 with a proposed rent of €237,500 inclusive of VAT per annum.

<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.

- **Special Schools** - Mr. Pat McKelvey referred to the on-going issue relating to the availability of therapists for students in Special Schools under the remit of Cork ETB. The CE and Mr. McKelvey have met with the Department, the HSE and Public Representatives in relation to this matter. He noted that there are only 15 therapists operational in Cork currently. Parents are being disadvantaged as a result of the patronage of the school. The HSE have advised that they do not expect this issue to be resolved in the short term. He noted that the traditional model is that each child is linked to a Children's Disability Network Team (CDNT), where they had access to a therapist. Cork ETB have been asked if we would be in a position to hire therapists for the students in Cork ETB schools. He stated that if Cork ETB was to undertake this role, there would be a number of issues arising, namely that the organisation does not have the expertise in this area and the HSE will not engage with our schools if we attempt to set up our own model.

Mr. Liam Ahern stated that this issue has been ongoing for some time now and noted that he would have serious misgivings with regards to Cork ETB entering the sphere of hiring therapists. The Chairman agreed with these comments and stated that the organisation is not in a position to provide multi-disciplinary supports.

Mr. Declan O’Leary stated that if the therapists were available, they would be employed by the HSE already. Cork ETB is not in a position to assess the expertise of these therapists and therefore this could lead to a risk for the organisation if this route was considered.

All members were of the agreement that Cork ETB does not have the expertise to recruit or contract in therapists.

- **Cork College of FET – Development and Implementation** – The CE advised that the Oversight Group is in the process of engaging with staff in the Campuses. The main focus currently is finalising the Department Structures and alignment of the existing courses. He stated that CCFET needs to be one identity with identifiable Departments. Mr. John Fitzgibbons stated that Cork ETB’s numbers have been falling for ten years and while the Oversight Group is very aware and is not underestimating the hurt and the sense of loss to staff in the Campuses, there will be a lot of opportunities for growth under Cork College of FET going forward. He noted that there will be significant movement in the City Campuses as there has been quite a lot of course duplication and cross over. He stated that this is a journey and the first step of that journey has now commenced.

The CE stated that there is a commitment from SOLAS with regards to the capital investment for this project and Cork ETB will also invest in the staff on the ground.

<b>COMMITTEES</b>
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The Board, on the proposition of Mrs. Mary Hegarty, seconded by Cllr. Kay Dawson, approved the following appointments:

- The Term of Office of the Board of Management of St. Peter’s Community School will expire in July 2023. The following are being proposed as Cork ETB nominees:
  - Mr. John Bresnihan
  - Mr. Donal Murray
  - Ms. Sarah Flynn

- The Term of Office of the Board of Management of Douglas Community School will expire in July 2023. The following are being proposed as Cork ETB nominees:
  - Mr. Denis Kirby
  - Mrs. Mary Shields
  - Mr. Evan Moriarty
- The Term of Office of the Board of Management of Millstreet Community School will expire in July 2023. The following are being proposed as Cork ETB nominees:
  - Mr. Ted Owens
  - Ms. Ann Piggott
  - Cllr. Gobnait Moynihan
- The Term of Office of the Board of Management of Mayfield Community School will expire in July 2023. The following are being proposed as Cork ETB nominees:
  - Ms. Mary Shields
  - Mr. Paddy Browne
  - Ms. Suzanne Mullins
- Following the resignation of Cllr. Ben Dalton O’Sullivan from the BoM of Carrigaline Community School, Ms. Sarah Flynn will replace him as Cork ETB nominee.
- Following the resignation of the CE from the BoM of Pobalscoil na Tríonóide, Youghal, Ms. Valerie Lucey will replace the CE as Cork ETB nominee.
- The Cork ETB nominee to the Foyer Management Committee is up for renewal for 2023-2024. Keith Murphy replaced Ger Canning, following her retirement. Following Board approval, it is proposed that Keith Murphy be re-nominated as Cork ETB nominee.
- The National Parents Association for ETB’s have advised that they have not yet been successful in filling the vacancy on the Board of Cork ETB. They are continuing to seek a nominee.
- Following Board approval, Mr. Conor Gately, Community Garda, will be a nominee on the North Cork Youthreach BoM.

<b>AOB</b>
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Cllr. Colette Finn referred to Guidance Counsellors and the difficulty in recruiting same. She asked if there was any CPD available to staff members? Mr. Pat McKelvey stated that teachers have to be full-time before they can become a Guidance Counsellor. Cork ETB is aware of the critical need and schools have been informed that if they identify a teacher who is interested in taking up the role, Cork ETB will pay their fees.

Mrs. Mary Hegarty asked if there was any update in relation to the proposed building to house Cork ETB School of Music. Mr. Enda McWeeney stated that there are two options available, and both are being considered currently. One option is to house them in Tramore Road Campus and that makes strategic sense for Cork ETB.

Mr. Liam Ahern took this opportunity to have it noted that interview time is upon the members again and the fee being paid to members is minimal in comparison to the amount of time taken for preparation and interviews themselves. The CE noted that the Executive are very aware the commitment members give to the interview period and that the fee is nowhere near reflective of the time and commitment given. He stated that this issue is on the agenda to be discussed at the next CE Forum meeting

**DATE & VENUE OF NEXT MEETING**

The next meeting will take place on 7<sup>th</sup> September 2023 at 17.30pm in the Bishopstown Campus.

**THIS CONCLUDED THE BUSINESS OF THE MEETING**

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

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