

**MINUTES OF PROCEEDINGS AT A MEETING OF THE
CORK EDUCATION AND TRAINING BOARD
BISHOPSTOWN CAMPUS
7th SEPTEMBER 2023**

ATTENDANCE

<i>Cllr. Kay Dawson</i>	<i>Ms. Maria McGrath</i>
<i>Cllr. Gobnait Moynihan</i>	<i>Mr. Liam Ahern</i>
<i>Cllr. Patrick Gerard Murphy</i>	<i>Mrs. Mary Hegarty</i>
<i>Cllr. Derry Canty</i>	<i>Ms. Ann Piggott</i>
<i>Cllr. Colette Finn</i>	<i>Mr. Denis Kirby</i>
<i>Mr. Robert Wilson</i>	<i>Mr. Declan O'Leary</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 took the opportunity to welcome Robert Wilson as Parent Nominee to the Board.

APOLOGIES

- Apologies for inability to attend the meeting were received from Mr. Patrick O'Dwyer, Cllr. Ben Dalton O'Sullivan, Cllr. Noel McCarthy

MINUTES

The Board, on the proposition of Mrs. Mary Hegarty, seconded by Cllr. Kay Dawson adopted the minutes of the previous ETB meetings held on **25th May 2023 (copy herewith)**.

DECLARATIONS OF INTEREST

No Declarations of Interest were noted.

RESERVED ITEMS

For Approval

The Board, on the proposition of Mr. Declan O'Leary, seconded by Cllr. Derry Canty, approved the following:

- Charities Compliance Record 2022

Approval to enter into a Lease/Licence

- Variation of lease for Box Hedge Commercial for Fota Business Park and Licence Agreement for 12 months from 1/07/2023. There is no fee being charged.

- The approval of a rent review for the head office premises at 21 Lavitt's Quay Cork between Hilltrent LTD (O Callaghan Properties Ltd) and Cork ETB. The rent review date is 26th November 2020 and is detailed in the attached document. Original rent agreed 25th November 2015 was €11.70 per sq foot for the ground floor is increasing to €20 per sq foot equating to a rental cost **€86,000 per annum.**

First & Second Floor I€22.49 per sq foot as agreed on 25th November 2005 increasing to €23.50 per sq foot equating to a rental cost **€247,361 per annum.**

Car park Charges of **€10,000 decreasing from €12,000.**

Lease is in place until 09/03/2031. DoE approval has been sought.

- The approval of the licence between Cork ETB and **Glen Rovers Hurling Club** for the use of the grounds at Ballincolly Road, Ballyvolane, Cork, T23 E6PK for Saint Aidans Community College Cork. The proposed licence is for **15 years from the 04/09/2023 and ending on 03/09/2038.** There is **no cost** associated with this licence agreement. DoE approval has been sought.

Sealing of Documents

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For Noting

- Social Media Policy – Updated
- CCTV Policy -Updated
- Recruitment Policy – Updated
- Blended Working Policy -Updated

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.

- Denis Kirby referred to the move into the new Campus in Carrigtwohill and the massive task of moving. Pat McKelvey stated that yes there is significant work to be done and the Department will allow some days for this but we won't be encroaching on their Christmas holidays. There is a lot of good will in staff who have offered their time.
- Denis Kirby referred to Grant Thornton and stated that interface with the Campus should be coming from Head Office and not them. The CE advised that we are in the process of phasing in our new PMO so that will take a small bit of time and all communications are now coming from our own team.

COMMITTEES

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

- Following the resignation of Mr. Keith Ellis, Staff Nominee on the BoM of Carrignafof Community College, Mr. Kevin Collins will replace him, following Board approval.
- Cork ETB will renominate Mr. Liam Ahern to the Board of Management of Cork Local Sports Partnership for the coming year.

AOB

- Cllr. Gobnait Moynihan asked for an update in relation to YR Macroom premises. John Fitzgibbons advised that during the summer Cork ETB became aware of a vacant premises and that is actively being pursued. Enda McWeeney advised that Cork ETB are in discussions with Bus Eireann on a premises that they have. This is a very viable option. Development plans are ongoing currently.
- Mary Hegarty asked for an update on School of Music and the premises. Enda advised that it is still being assessed by the County Council currently.

DATE & VENUE OF NEXT MEETING

The next meeting will take place on 29th November 2023 at 1.30pm in the Bishopstown Campus.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____