



etb

Bord Oideachais agus Oiliúna
Chill Dara agus Chill Mhantáin
Kildare and Wicklow
Education and Training Board

*A Meeting of Kildare & Wicklow Education & Training Board was held in
Council Chamber, Wicklow County Council, on 14th June 2019, Commencing at 10.30
a.m.*

Present: Mr Noel Merrick Chairperson, Cllr. Rëada Cronin, Cllr. Fiona McLoughlin-Healy, Cllr. Teresa Murray, Cllr. Daragh Fitzpatrick, Cllr. Tommy Annesley, Mr John McDonagh, Ms Finula Haran, Cllr Jennifer Whitmore, Cllr Nicola Lawless, Cllr Naoise O’Cearuil, Mr John Hurley.

In attendance: Dr Deirdre Keyes
Dr Rory O’Toole
Mr Joe Kelly
Ms Caitriona Murphy
Ms M. Dillon
Ms Catherine Doran
Ms Rose Murray
Ms Bridget Daly Lynam
Ms Patricia Durcan

Apologies: Cllr Brendan Weld
Cllr Aoife Breslin
Ms Lorraine Hennessy
Cllr Edward Timmins

AGENDA

1. Chairperson’s Welcome
2. Votes of Sympathy
3. Conflicts of Interest
4. Finance
 - 4.1 KWETB Service Plan 2019 **(for adoption)**
 - 4.2 Finance Committee Annual Report 2018 **(for noting)**
5. Minutes - 13th November 2018, 27th November 2018, 15th January and 1st April 2019 **(for adoption)**
6. Matters Arising
7. Chairpersons Business
 - 7.1 Ministerial Direction **(for noting)**
 - 7.2 LSSU – DES Instructions to ETB re Land
 - 7.3 Appointment of Chairperson of Audit and Risk Committee

8. KWETB Corporate Governance Programme – Status Update (**for noting**)
 - 8.2 “Board Self-Evaluation Report” (**for adoption**)
9. Legal Bill
 - 9.1 Resolution around 2017 Legal Advice
 - 9.2 Recoverability of Legal Bill
10. In Committee meeting to adopt minutes of earlier meetings held in committee
11. Chief Executive
 - 11.1 PAC Opening Statement and Submission
 - 11.2 Response to PAC March 2019
 - 11.3 KWETB Leases March 2019
12. Reports to the Board
 - 12.1 FET Report
 - KWETB – FET Premises and Programmes
 - 12.2 DOS Report
 - School Board of Management Minutes (for noting)
 - School Policies (for noting)
 - Section 29 Appeals
 - Section 29 Appeals Report
 - 12.3 OSD
 - OSD Report
 - Property Register
13. Department Circular Letters (for noting) – from previous meetings
14. Policies
 - Corporate Services Polices Draft KWETB Anti-Fraud Policy
 - KWETB Enhanced Protected Disclosures Policy
15. Establishment of Committees and Nominations to Boards of Management
 - 15.1 Nominations to the Youth Work Committee - Comhairlí nominations –
 - Nominated from Kildare Comhairle - Clodagh O’ Leary & Dylan Hayes
 - Nominated Wicklow Comhairle - Tristan McCall & Jade O’Hagan
 - 15.2 KWETB Nominees to the Board of Management of Brannoxtown Community National School.
 - 15.3 Replacement for Mr Joe Behan on Board of Management of St Kilians Community School, Bray
16. Member’s review of Code or Practice
17. A.O.B.

Minute No. ETB-01-06-19

No. 1 Agenda
Chairpersons Welcome

*The Chair requested that the start time of the meeting be put back to facilitate a quorum as two members of the Board had been delayed while attending another meeting.
 This was agreed.*

*The meeting commenced when the two remaining members arrived and the quorum was in place.
 The Chair informed the meeting of the resignation of Jim Ruttle and Deirdre Coghlan Murray.*

The Chair wished to suspend standing orders to take item ten to adopt the minutes of earlier meetings held in committee at 12 noon. It was agreed to take the minutes prior to 12

noon as members had other obligations and would have to leave then.

Cllr Fiona McLoughlin Healy informed the board that she also wished to suspend standing orders and had informed the chair of same in order to prioritise certain items which are of particular interest to the current Board and only they can sign off on - the minutes of the meetings, the minutes of the in-committee meetings, the legal bill. She proposed that Agenda items 5, 4.2, 9, 10 be prioritised.

The proposal was seconded by Cllr Réada Cronin.

It was agreed by the Board and the motion was carried.

Minute No. ETB-02-06-19

No. 2 Agenda
Votes of Sympathy

The family of John Duffe, retired Deputy Principal, St Farnan's Post Primary School, Prosperous, on his recent death, R.I.P.

Áine O'Sullivan, Wicklow Admin Office, on the recent death of her sister, Sinéad O'Sullivan, R.I.P.

Ms Rosaline Moules, Wicklow Admin Office, on the recent death of her Mother, R.I.P.

The Chair offered his sincere sympathy to those affected by the three deaths.

Minute No. ETB-03-06-19

No. 3 Agenda
Conflict of Interest

No Conflicts of interest

Minute No. ETB-04-06-19

No. 4 Agenda
Finance

4.1 KWETB Service Plan 2019 (for adoption)

Proposed by Mr John McDonagh, seconded by Cllr Daragh Fitzpatrick and agreed by the meeting.

4.2 Finance Committee Annual Report 2018 (for noting)

Noted by the Board.

Minute No. ETB-05-06-19

No. 5 Agenda
Minutes

Minutes of 13th November 2018 (with amendments)

Minutes of 27th November 2018 (with amendments)

Minutes of 15th January 2019 (with amendments)

Minutes of 1st April 2019

It was proposed by the Chair Mr Noel Merrick, seconded and agreed by the members that the above sets of minutes be adopted by the meeting.

Minute No. ETB-06-06-19

**No. 6 Agenda
Matters Arising**

Kildare Town FET Centre boundary normalisation

Proposed by Mr Noel Merrick, seconded by Mr John McDonagh and agreed by the meeting that the boundary fence will be rectified in line with agreement by all parties.

Minute No. ETB-07-06-19

**No. 7 Agenda
Chairpersons Business**

7.1 Ministerial Direction (for noting)

7.2 LSSU – DES Instructions to ETB re Land

7.3 Appointment of Chairperson of Audit and Risk Committee

Proposed by Mr Noel Merrick, seconded by Cllr Fiona McLoughlin Healy and agreed by the meeting that Mr David Russell be appointed as Chair of the Audit Committee for this term.

Minute No. ETB-08-06-19

No. 8 Agenda

8.1 KWETB Corporate Governance Programme – Status Update (for noting)

Joe Kelly, Director of OSD gave an update to meeting on the Governance Programme.

8.2 “Board Self-Evaluation Report” (for adoption)

Proposed by Mr Noel Merrick, seconded by Mr John McDonagh and agreed that the Board Self-Evaluation Report be adopted by the meeting.

Minute No. ETB-09-06-19

**No. 9 Agenda
Legal Bill**

9.1 Resolution around 2017 Legal Advice

9.2 Recoverability of Legal Bill

The Chair informed the Board he had already given an update received from the two members and the former chair of the Audit Committee and had no further update to give. He read what he had previously circulated to the members. A discussion followed centring the manner in which the legal advice was obtained.

It was proposed by Cllr Réada Cronin, seconded by Cllr Fiona McLoughlin Healy, that KWETB formally requests from Philip Lee, the section 68 letter of engagement. If they are not able to furnish same, that KWETB sends the matter to the Law Society. The proposal was carried by the Board.

*Proposed by Cllr Jennifer Whitmore, seconded by Cllr Nicola Lawless -
“In the event that the Law Society determine that Phillip Lee acted outside their remit in providing legal advice without the required letter of engagement, that the new Board be provided with the current Boards recommendations that the legal fees be challenged on that basis. And that the new Board be furnished with the currents Boards rationale for that recommendation”
The proposal was carried by the Board.*

*Proposed by Cllr Jennifer Whitmore, seconded by Cllr Fiona McLoughlin Healy - “To examine, if there is no S68 letter, how this Board paid for the legal bill”.
The proposal was not carried by the Board.*

Minute No. ETB-10-06-19

No. 10 Agenda

In committee meeting to adopt minutes of earlier meetings held in committee

The Board met in-committee to discuss and adopt minutes of earlier meetings held in-committee.

Minute No. ETB-11-06-19

No. 11 Agenda

Chief Executive

- 11.1 PAC Opening Statement and Submission
- 11.2 Response to PAC March 2019
- 11.3 KWETB Leases March 2019

No. 12 Agenda

Reports to the Board

7.1 Further Education and Training

FET Report

KWETB – FET Premises and Programmes

7.2 Schools Division

DOS Report

List of Board of Management Minutes (for noting)

School Policies (for noting)

Section 29 Appeals

Section 29 Appeals Report

7.3 OSD

OSD Report

Property Register

Minute No. ETB-13-06-19

No. 13 Agenda
Department Circular letters (for noting)

Department Circular Letters for noting – from previous meetings
Minute No. ETB-14-06-19

No. 14 Agenda
Policies

Corporate Services Polices - Draft KWETB Anti-Fraud Policy
KWETB Enhanced Protected Disclosures Policy

Minute No. ETB-15-06-19

No. 15 Agenda
Establishment of Committees and Nominations to Boards of Management

15.1 Nominations to the Youth Work Committee - Comhairlí nominations –

Nominated from Kildare Comhairle - Clodagh O' Leary & Dylan

Nominated Wicklow Comhairle - Tristan McCall & Jade O'Hagan

15.2 KWETB Nominees to the Board of Management of Brannoxtown Community National School.

15.3 Replacement for Mr Joe Behan on Board of Management of St Kilians Community School, Bray

Minute No. ETB-16-06-19

No. 16 Agenda
Member's review of Code of Practice

Minute No. ETB-16-06-19

No. 17 Agenda
AOB

Signed: _____


(Chairperson)

Date: _____

12/11/2019