



BORD OIDEACHAIS AGUS OILIÚNA
CHILL DARA AGUS CHILL MHANTÁIN

KILDARE AND WICKLOW
EDUCATION AND TRAINING BOARD

KWETB Board Meeting

Minutes of the Board of KWETB held on Tuesday 21st May 2024 at 10.30a.m.

Venue: Celbridge Further Education and Training Centre

- Present:** Cllr. Daragh Fitzpatrick in the Chair, Cllr. Tom Fortune, Mr. David O’Gorman, Cllr Íde Cussen, Mr. Stephen Horan, Cllr. Evie Sammon, Cllr. Peter Hamilton, Cllr. Anne Ferris, Ms. Siobhain Grogan, Cllr. Paul O’Brien, Mr. Noel Merrick, Cllr Patsy Glennon, Cllr. Kevin Duffy, Ms Kerrie Sheehan, Ms Deirdre O’Connell and Cllr. Nuala Killeen.
- In attendance:** Dr. Deirdre Keyes CE, Mr. Ken Scully Director of Schools, Mr. Ken Seery, Director of FET, Mr. Joe Kelly Director of OSD, Dr. Áine Murphy KWETB, Deirdre Wood KWETB.
- Apologies:** Cllr. Bernard Caldwell, Cllr. Lourda Scott
- Absent:** Ms. Aoife Ní Chéileachair, Mr. Ronan Mills, Ms. Caoimhe Molloy.

Prior to the commencement of the Board meeting, Eileen Cullen, Training Services and Innovation Manager accompanied by Assistant Training Services Manager Gary Allen, presented to the Board on the innovative programmes provided in the Celbridge Engineering Lab Training and Education Centre (CELTEC) in Celbridge, Co. Kildare. Both the Executive and the Board of KWETB acknowledged the impressive facilities and work of all the team in providing innovative and engaging courses.



Minute ETB 01-05-2024

No. 1 Conflicts of Interest/Disclosure of Interests

The Chair requested for statements of conflict of interests. Board members declared no conflicts of interest.

Minute ETB 02-05-2024

No. 2 Apologies, Sympathies & Congratulations

Apologies were received from members Cllr Bernard Caldwell and Cllr. Lourda Scott.

The Board offered sympathies to the family of a KWETB Youth Service User Baltinglass, Molly Dempsey. To Tom McDonald, Principal Piper's Hill on the death of his mother, Pauline and to Emma Cole, HR team on her recent bereavements.

The Board held a moment of silence as a mark of respect.

Minute ETB 03-05-2024

No. 3 Adopting the Minutes of previous meetings

3.1 Minutes of Board meeting 26th March 2024

Proposed: Cllr. Ide Cussen

Seconded: Cllr. Peter Hamilton

Minute ETB 04-05-2024

No. 4 Matters Arising from the Minutes
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No matters arose from the minutes.

Minute ETB 05-05-2024

No. 5 Chief Executive update

The report was taken as read and the CE gave an overview of the items within. As this was the last meeting of the current board the CE report outlined some of the significant achievements of KWETB over the last 5 years. The following points were within;

- 4 state of the art school buildings were delivered and occupied by students, Maynooth PPS, Maynooth CC, Naas CC and Greystones CNS.



- Dedicated resources to support the Ukrainian and International Protection applications students enrolling in primary and post primary education.
- Ethos co-ordinator appointed to support the delivery of the Patron's Framework.
- Special school identified for located at Craddockstown.
- Transitioning of financials to ESBS Payroll Shared Services.
- Completion of Corporate Governance Programme.
- Development of new corporate brand, new website and staff intranet.
- Establishment of dedicated Procurement unit and reduction of non-compliant procurement from approx. €2.9m in 2019 to €693K in 2023.
- Commitment and progress on Public Sector Duty, including a web accessibility project.
- Establishment of Manufacturing Training Facility in Celbridge.
- Increase in FET budget.

Members of the Board commented on the achievements of KWETB. It was suggested that Wicklow County would benefit from a similar facility to that of Celbridge Manufacturing Training Facility. Thanks, were expressed to all staff across KWETB who have worked hard to ensure the provision of education and training is a benchmark for education across the two regions, particularly when faced with challenges such as Covid-19 in recent years. The strong ethos of KWETB was recognised as was the work of the Executive in leading KWETB.

Minute ETB 06-05-2024

No. 6 Matters for approval, noting or adoption
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6.1. Adoption

6.1.a Draft Annual Report and Draft Chairperson's Comprehensive Report to the Minister.

The Annual Report 2023 and Chairperson's Comprehensive Report were provided to the Board in advance of today's meeting. Both remain in draft form until accepted by the Department of Education. Assurance was provided that both documents conform to the requirements and guidelines as set out by the Department of Education and Code of Practice for the Governance of ETBs. The Annual Report aligns with the Statement of Strategy and Service Plan 2023. Similarly, the assurances align to those provided in the completion of the draft AFS 2023 earlier this year.

The Draft Annual Report 2023 and Draft Chairperson's Comprehensive Report to the Minister were adopted by the Board of KWETB.

Proposed: Cllr. Tom Fortune

Seconded: Noel Merrick

6.2 Approval

6.2.a

As this item related to matters of confidentiality and of a commercially sensitive nature, it was proposed to go *in-camera* for this agenda item, in line with Standing Order 3.8.

Proposed: Cllr. Nuala Killeen

Seconded: Cllr. Ide Cussen



Following an *in-camera* discussion the Board of KWETB approved the transfer of property to the Minister of Education as set out in the Department's proposal dated the 10th May 2024.

Proposed: Cllr. Anne Ferris

Seconded: Cllr. Patsy Glennon

6.3 Noting

6.3.a Audit and Risk Committee Report

6.3.b Finance Committee Report

6.3.c. KWETB Boards of Management Minutes

Noted by the Board.

Minute ETB 07-05-2024
No. 7 Risk Management

The risk management report was provided to the Board.

Minute ETB 08-05-2024
No.8 Buildings Report

Cllr. Patsy Glennon welcomed the update on the Blessington extension but noted the commencement date had been extended. Positive news on the delivery of the temporary accommodation on site was acknowledged.

Queries were raised around the progress on the Pipers Hill campus in terms of safety works and other matters. It was confirmed that KWETB are not responsible for the broken fence referred to but have been engaging with the responsible principal regarding same. Initial safety works are currently underway however the possibility of a 2nd entrance to the campus is still under consideration at Department level, and the challenges to facilitating a 2nd entrance. Other options have been evaluated and safety is the paramount concern for KWETB.

It was confirmed that KWETB have received no formal communication on the development of Greystones CC. Gaelcholiste Na Mara is a challenging project but is being progressed and supported.

Any amendment to admission policies or catchment area definitions for Greystones and Kilcoole will have to be aligned and reflective of population growth. Should any outside party wish to use school facilities it was confirmed they should contact the principal of the school.

After queries from members of the Board it was confirmed that no name has been decided for the new College of the Future located at BIFE. It was suggested that any name would reflect its location in Bray. Representatives from BIFE are involved in the renaming discussions, SOLAS strategy and naming convention has to be considered, as does any national naming conventions of Colleges of the Future.

Minute ETB 09-05-2024
No. 9 Finance Report



The Finance report stated that KWETB is in line with expected expenditure for this time of year with 34% of budget expended.

Minute ETB 09-05-2024
No. 9 Correspondence for the Board

Correspondence from the Department of Education regarding the National Parents Council being the only national association of parents recognised by the Minister for Education under Section 2 of the Education Act 1998 was presented to the Board.

Minute ETB 10-05-2024
No. 10 Members Business/Questions

Members questions in relation to an update on Blessington Community College was shared with the Board in advance of the meeting.

Minute ETB 11-05-2024
No. 11 Date of next meeting

As this is the last meeting of the Board, the Board were briefly informed of the process of constitution of the new Board of KWETB.

Signed: Paul O'Brien

Date: 2/10/24

Cllr. Paul O'Brien
Chairperson of Kildare and Wicklow ETB