



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 25th February 2025 at
10.30am
Venue: Online

Present: Cllr. Paul O'Brien, Cllr. Tom Fortune, Cllr. Louise Fenelon Gaskin, Cllr. Rupert Heather, Cllr. Aoife Flynn Kennedy, Cllr. Claire O'Rourke, Cllr. Nuala Killeen, Cllr. Daragh Fitzpatrick, Cllr. Evie Sammon, Cllr. David Trost, Ms. Carol Nolan, Ms. Maria Barry, Ms. Lisa Campbell, Ms. Ann Ferris, Mr. John Cullen, Ms. Elaine Finnerty and Mr. Stephen Horan.

In attendance: Dr. Deirdre Keyes, Ms. Áine O'Sullivan, Mr. Joe Kelly, Mr. Ken Seery, Dr. Áine Murphy, Ms. Ann Kinsella, Ms. Linda Wynne, Ms. Karol-Ann Keenan and Ms. Deirdre Wood.

Apologies: Mr. Tom Russell and Cllr. John Snell

Absent: Cllr. Nuala Killeen, Cllr. Brendan Wyse and Eamon O'Flaherty



Introduction:

Once the required quorum was confirmed, the Chair, Cllr. Paul O'Brien, welcomed all members of the Board and extended a special welcome to Mr. John Cullen, a newly appointed Board member and the male representative for the NPC.

Minute ETB – 01/02/2025

Declaration Conflicts of Interest
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The Chair – Cllr. Paul O'Brien addressed Board Members and asked if there were any conflicts of interest and if so to declare.

No conflicts were declared by the Board Members.

Minute ETB – 02/02/2025

Apologies, Sympathies & Congratulations Leithscéalta, Comhbhrón & Comhghairdeas
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2.1 Apologies: Mr. Tom Russell

2.2 Sympathies: Mr. Noel Gaskin, father of KWETB Board Member Cllr. Louise Fenelon Gaskin.
Fiona Maloney of the NTO and former ETBI FET Director.

The Board held a minute's silence as a mark of respect.

Minute ETB – 03/02/2025

Adopting the Minutes of previous meetings – signing by Chairperson Glacadh le Miontuairiscí ó chruinnithe roimhe seo – síniú an Chathaoirligh
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3.1. The minutes of Board Meeting Tuesday 28th January 2025 at 10.30am

Proposed by: Ms. Maria Barry

Seconded by: Cllr. Daragh Fitzpatrick

And agreed.

Minute ETB – 04/02/2025

Matters arising from the minutes Nithe ag Síolrú ó na Miontuairiscí
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4.1 No matters arising.



Minute ETB – 05/02/2025

**Matters for approval, noting or adoption
Cúrsí le faomhadh, le nótaíl nó le glacadh**

5.1 Adoption/Glacadh:

5.1.a Draft Service Plan 2025

Dr Áine Murphy, APO of Corporate Services within KWETB, addressed the Board to present the draft Annual Service Plan 2025. She explained that the draft Annual Service Plan for 2025 is compliance-related, fulfilling the requirements of the Department of Education, and is derived from the KWETB 5-Year Statement of Strategy, which has just been completed for the period 2025–2029. It was confirmed that the plan outlines KWETB’s strategic objectives for the coming year, along with projected figures provided through a Letter of Determination issued by the Department of Education.

She noted that the draft Service Plan had already been presented to the Finance Committee on 20th February 2025. The committee reviewed the content and figures, and following their recommendations, the plan is now being presented to the KWETB Board of Management for adoption. It was emphasised that once the Board adopts the draft Service Plan, it must be submitted to the Department of Education for review before the 1st of March 2025.

Providing an overview highlighting that KWETB is the 4th largest Education and Training Board (ETB) in Ireland, comprising both schools and Further Education & Training (FET). She confirmed that KWETB currently operates 23 post-primary schools, 3 national schools, and 1 special school. Additionally, the KWETB Further Education & Training division offers over 1,000 courses, serving more than 14,000 learners.

Ms. Linda Wynne, APO within the KWETB Finance Department, addressed the Board to provide guidance on the financial aspects of the draft Service Plan 2025. She explained that the projected estimates for 2025 were based on the Letter of Determination issued by the Department, while the figures for 2024 reflected the unaudited outturns for that year. The 2024 figures are provisional and may change once the audited accounts are finalised.

She further clarified that the expenditure on FET (Further Education and Training) is determined by SOLAS. However, as of now, no confirmed budget has been received from SOLAS. It was noted that while SOLAS has indicated a potential 4% increase in costs, this increase has yet to be confirmed. In response, the KWETB Finance Department has forecasted a 3.6% increase in funding.

It was noted that some of the grant monies were received late in 2024 and have yet to be expended. An example provided was the science grant, which was received in November 2024. Additionally, some figures remain to be confirmed (TBC) within the Letter of Determination. This is possibly due to the nature of certain schemes or grants. For instance, the book grant, which runs for the academic year, is expected to reflect the capitation budget for the new school year.

Mr. Ken Seery, Director of FET, confirmed that funding will be tight in the coming year, and there will be limited flexibility for additional costs as the year progresses.



Members of the Finance Committee provided further comments on the draft Service Plan they had recommended. It was commented that while the figures presented were projections with some to be confirmed, this can be frustrating, the FC- was confident that the presentation accurately reflected the situation.

Proposed: Mr. David Trost
Seconded: Ms. Maria Barry
Agreed.

<i>Minute ETB – 06/02/2025</i>
Finance Report Tuairisc Airgeadais

The Finance Report had been attached to the agenda for all Board Members to review. It was highlighted that the report was linked to a one-item agenda focused on the review of the Annual Service Plan 2025, which had been brought before the Finance Committee on 20th February. The Finance Committee reviewed the Service Plan and the figures presented within it, and subsequently recommended that the Board adopt the Draft Service Plan 2025.

<i>Minute ETB – 07/02/2025</i>
Date of next meeting Dáta an chéad chruinnithe eile

The Chair, Cllr. Paul O'Brien confirmed the next board meeting is Tuesday, 28th March 2025 at 10.30am in Marine House, The Murrough, Wicklow Town.

Dr. Deirdre Keyes, the CE, emphasised the importance of Board member attendance at the upcoming meeting, as the adoption of the Draft Annual Financial Statements and SIC, and approval of the Strategic Plan for 2025 – 2029 were key agenda items.

Signed: 

Date: 25/3/25

Cllr. Paul O'Brien

Chairperson of Kildare and Wicklow ETB