



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 26 March 2024 at 10.30a.m.

Venue: Bray and North Wicklow Youthreach and hybrid

- 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. Paul O’Brien, Mr. Noel Merrick, Cllr. Patsy Glennon, Cllr. Bernard Caldwell, 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, Dr. Áine Murphy KWETB, Ms. Orla Kealy KWETB, Ms Catherine Doran KWETB, Ms Linda Wynne KWETB.
- Apologies:** Cllr. Anne Ferris and Ms. Siobhain Grogan, Mr. Joe Kelly Director of OSD.
- Absent:** Ms. Aoife Ní Chéileachair, Mr. Ronan Mills, Ms. Caoimhe Molloy, Cllr Lourda Scott.



Minute ETB 01-03-2024

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 02-03-2024

No. 2 Apologies, Sympathies & Congratulations

Apologies were received from members Cllr Anne Ferris and Siobhain Grogan.

The Board offered sympathies to the family of a KWETB VTOS Arklow student, Jeff Hoskin.

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

Minute ETB 03-03-2024

No. 3 Adopting the Minutes of previous meetings

3.1 Minutes of Board meeting 23 January 2024

Following receipt of an amendment request to the minutes, the amendment which included an addition of a sentence and a removal of a sentence to item 6.1 under members business was agreed by the Board.

Proposed: David O’Gorman

Seconded: Stephen Horan

Minute ETB 04-03-2024

No. 4 Matters Arising from the Minutes
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No further matters arose from the minutes aside from the amendments noted above.

Minute ETB 05-03-2024

No. 5 Chief Executive update

The report was taken as read and the CE gave an overview of the items within. The following points were within;

- KWETB Alumni award for the ETBI bursary award with Simon Cross Engineering Rathangan.
- Deputy Principals Annual CPD Event
- The Aontas Star Awards, aimed at fostering inclusion and learner voice, recognised the Advanced Manufacturing Technician Traineeship offered by training services team in the manufacturing training facility in Celbridge
- Teacher recruitment drive for 2024/2025 includes 291 live teaching posts.
- Special School Kildare announcement



Minute ETB 06-03-2024

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

There were no matters for adoption on today's agenda.

6.2 Approval

6.2.a. Discussion of Draft Annual Financial Statements (AFS) 2023 and Draft Statement of Internal Control (SIC)

Written and verbal reports were received from the Audit and Risk Committee and Finance Committee, recommending the approval of the draft AFS and SIC for 2023. The Chair and the Chief Executive thanked the committees for their work and thorough scrutiny of these documents supporting the AFS and review of internal control.

The Board received written and verbal assurances from the Chief Executive. They also received a detailed overview of content within the draft AFS and draft SIC 2023, and associated documents. The Chair thanked all staff members involved in the preparation of these documents.

6.2.b. Approval of Draft Annual Financial Statements (AFS) 2023 and Draft Statement of Internal Control (SIC)

The draft Annual Financial Statements 2023 and draft Statement of Internal Control 2023, along with other associated documents were approved by the Board of KWETB.

Proposed: Cllr Patsy Glennon

Seconded: Noel Merrick

6.2.c. Strategy Consultation Results

The reserved functions of the Board in relation to Strategy as per the ETB Act Section 12(2)(e) are; "the giving of an opinion under section 27 (4)(h) and the adoption (with or without modifications) of a strategy statement under section 27 ;".

The Board were issued a survey to confirm whom to consult in the preparation of the Strategy Statement. The results were presented to the Board for approval.

Proposed: David O'Gorman

Seconded: Kerrie Sheehan

6.3 Noting

6.3.a. KWETB Boards of Management Minutes

Noted by the Board.

Minute ETB 07-03-2024

No. 7 Risk Management

The risk management report was provided to the Board.

Minute ETB 08-03-2024
No.8 Buildings Report

Cllr Patsy Glennon noted the community upset regarding an extension to the projected finish date of Blessington Community College new school build, this was acknowledged by the Executive and noted that all timelines provided are indicative and moveable. The Board were assured that the Executive continuously liaise with the Principal to provide all information that is available to KWETB to the community.

A lack of communication, forward planning and shared knowledge provided from the Department of Education (DE) on school places and buildings issues, including to public representatives, was noted and the consequential frustration and community distress this brings. The same was reflected for delays in building bundles projects and temporary accommodation projects. It was noted that in the long term the budget plays a factor from the Department of Public Expenditure and we must be conscious of an inflation of up to 50%, which leads to short term solutions as the most realistic target in planning.

There were suggestions regarding solutions to school places pressure areas such as reviewing admissions policies and trialling a common application system to which the Board were informed had previously been trialled in Limerick, but we are limited by legal requirements of the Admissions Bill and data sharing under GDPR. This type of approach can only be Department led to engage all patrons of localities. KWETB can only control our own patron schools, to which the Executive commended KWETB schools in the responses and accommodations made, additionalities taken and catering for all on the waiting list even with existing and consequential challenges to operation. Greystones is the only area where this need has not yet been met, and Greystones Community College has taken in 2 classes. The Executive are continually engaging with the Department to resolve and ensure the best possible educational experience and school places provided within KWETB's control.

The Pipers Hill proposed safety works planning permission was submitted to Kildare County Council and decision is expected shortly. Cllr Evie Sammon noted that a pedestrian entrance has been suggested by one school at the current broken fence location, whereas the primary school do not wish for this due to student safety and flight risk concerns. The Executive agreed to address queries posed on the possible second entrance to the campus, the ETBI carpark access and the timeline of fixing the fence. The Executive informed the Board that a second entrance would have an impact on traffic flow which needs to be professionally reviewed before an application can be submitted.

The Executive confirmed the schools book scheme is being managed successfully and a procurement framework was already in situ which was an advantage to the delivery of the scheme across KWETB.

The Executive confirmed that planning permission was submitted for the replacement BIFE prefabs as the area that the replacement prefabs will be situated on exceeds the space where the current prefabs are based as these are a larger quantity.

Minute ETB 09-03-2024
No. 9 Correspondence for the Board



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No correspondence received for the Board for today's meeting.

Minute ETB 10-03-2024
No. 10 Members Business/Questions

A query regarding the membership of resigned Board member Alice O'Donnell on the Committee of Wicklow Music Generation was agreed to be clarified by the Executive as an action item. Members supported that she should remain on the committee.

Proposed: David O'Gorman
Seconded: Cllr Tom Fortune

Minute ETB 11-03-2024
No. 11 Date of next meeting

Date of next meeting;

Tuesday 21st May 2024 at 10.30a.m. in Celbridge Training Centre. As this is to be the last meeting of the Board's term, it was agreed a lunch shall be held following the meeting.

Signed: 

Date: 21/05/2024

Cllr. Daragh Fitzpatrick
Chairperson of Kildare and Wicklow ETB