



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 8th July 2025 at 10.30am

Venue: Online

Present: Cllr. Paul O'Brien, Cllr. Tom Fortune, Cllr. Louise Fenelon Gaskin, Cllr. Claire O'Rourke, Cllr. Daragh Fitzpatrick, Cllr. David Trost, Cllr. Avril Cronin, Ms. Carol Nolan, Ms. Maria Barry, Ms. Lisa Campbell, Ms. Elaine Finnerty, Mr. John Cullen, Mr. Stephen Horan, Ms. Anne Ferris, Cllr. Rupert Heather and Cllr. Brendan Wyse

In attendance: Dr. Deirdre Keyes, Mr. Joe Kelly, Mr. Ken Seery, Dr. Áine Murphy, Ms. Ann Kinsella and Ms. Deirdre Wood.

Apologies: Mr. Eamon O'Flaherty

Absent: Tom Russell, Cllr. Nuala Killeen, Cllr. Evie Sammon and Cllr. John Snell.

Introduction:

Once the required quorum was confirmed, the Chair, Cllr. Paul O'Brien, welcomed all members of the Board and proceeded.

Minute ETB - No. 01
Declaration Conflicts of Interest

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 – No. 02
Apologies, Sympathies & Congratulations Leithscéalta, Comhbhrón & Comhghairdeas

2.1 Apologies: Mr. Eamon O'Flaherty

2.2 Sympathies:

- **Freda Creedon** - Mother of staff member Fiona Creedon (Youth Officer).
- **Caroline Fanning** - Staff member at Naas and Maynooth Adult Education Service.
- **Claire Doyle** – Aunt of Cllr. Evie Sammon

A moment silence was observed as mark of respect to those recently deceased.

Minute ETB - No. 03
Adopting the Minutes of previous meetings – signing by Chairperson Glacadh le Miontuairiscí ó chruinnithe roimhe seo – síniú an Chathaoirligh

3.1. The minutes of Board Meeting Tuesday 27th May 2025 at 10.30am

Proposed by: Maria Barry
Seconded by: Cllr. David Trost
And agreed.

Minute ETB – No. 04
Matters arising from the minutes Nithe ag Síolrú ó na Miontuairiscí

4.1 No matters arising.



Minute ETB – No. 05

**Chief Executives / Directors Update
Nuashonrú Príomhfheidhmeannaigh**

The Chief Executive, Dr Keyes addressed the Board with a brief update on ongoing matters. She confirmed that she recently met with Junior Minister at the Department of Further and Higher Education, Research, Innovation and Science, with special responsibility for Further Education, Apprenticeships, Construction and Climate Skills, Marion Harkin to discuss issues regarding apprenticeships. She said the engagement was positive with a focus on a proposal going to SOLAS to develop further AI-focused courses within the Manufacturing Education Department of KWETB's Celbridge Campus.

She offered her congratulations to the Director of OSD, Mr. Joe Kelly and the Buildings team upon the successful completion and coordination of the move to the new KWETB Kildare Head Office in Chestnut House, Millennium, Park, Naas.

The CE confirmed that both the KWETB Service Plan 2025 and the KWETB Strategy Statement 2025-2029 had now both been published to the KWETB website both in Irish and English and were now available for the public to view. She further reported, to date, 200 teaching positions had been filled with an additional thirty-three posts in the processing stage.

The CE also referred to the recent announcement regarding the launch of a pilot Single Application Systems for Post-Primary School Admissions to first year post-primary schools. This pilot is being rolled out across 5 towns nationally, with Greystones identified as one of the selected locations. Greystones Community College, a KWETB post-primary school, is among the schools included in the pilot scheme. Both the CE and Board members expressed their optimism about the initiative and their hope for its success.

The Director of FET, Mr. Ken Seery addressed the Board to provide an update on the Estates Strategy, confirming that it has progressed with a strong focus on meeting the public sector climate obligations by 2030. He noted that analysis is currently underway to inform the prioritisation of building investments, retrofitting requirements, and space optimisation—particularly in alignment with the 2030 climate targets.

He emphasised that the Climate Action agenda remains central to all estate planning, with energy efficiency and sustainability being key considerations. The current focus is on identifying areas in need of improvement and outlining a series of smaller, phased projects to be delivered over time, supported through capital allocations. He also informed the Board that he and his team had met with SOLAS, who have requested regular updates on repair works as they progress.

He also referred to developments at the Celbridge Education Centre, where work is underway to design AI-focused courses aimed at enhancing energy management and efficiency within manufacturing processes. At present, efforts are concentrated on course development, supported by a capital allocation of €200,000 for the necessary equipment to deliver these programmes.

Minute ETB – No. 06

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

6.1a Adoption/Glacadh:

No documents/matters for adoption.

6.2 Approval:

6.2.a ETBI Annual Conference – 9th October in the Slieve Russell Hotel, Co. Cavan.

Nominees: All Board members were approved to attend the ETBI Annual Conference should they wish to do so.
Proposed: Cllr. Daragh Fitzpatrick
Seconded: Cllr. Paul O'Brien
Agreed.

6.2.b ETBI Annual General Meeting (5 voting members) - Location & date TBC

The Chief Executive advised that no further details had yet been released regarding the ETBI AGM. All Board members can attend however 5 voting members need to be identified. The following names were put forward to be the voting members with others proposed in reserve, subject to availability to attend. Once details of the AGM are known they will be shared with the Board.

Voting members

1. Cllr. Paul O'Brien
2. Cllr. Daragh Fitzpatrick
3. Ms. Lisa Campbell
4. Mr. Stephen Horan
5. Ms. Anne Ferris

Reserve voting members:

1. Cllr. Rupert Heather
2. Cllr. David Trost
3. Ms. Maria Barry

Proposed: Ms. Anne Ferris
Seconded: Stephen Horan
Agreed.

6.2.c Heads of Terms for implementation of a licence agreement between KWETB and Crosscare the Vault at Coomie Lane in Arklow.

Proposed: Cllr. Daragh Fitzpatrick
Seconded: Ms. Maria Barry
Agreed.

6.2.d Community Representative nominee to the BoM in Coláiste Bhríde, Carnew, Co. Wicklow.

Nominee: Cllr. Peter Stapleton
Proposed: Cllr. Avril Cronin
Seconded: Cllr. Paul O'Brien
Agreed.

6.2.e Community Representative nominee to the BoM in Greystones Community College

Nominee: Aoife Flynn Kennedy
Proposed: Ms. Anne Ferris
Seconded: Cllr. Louise Fenelon Gaskin
Agreed.

6.3 Noting / Notáil:

6.3.a. KWETB School Boards of Management Minutes –

The Chair confirmed that the KWETB School Board of Management minutes were currently available through the link within the SharePoint Meeting Agenda page.

6.3.b KWETB Board Meeting Schedule of dates for 2025 – 2026.

The Chair confirmed that the Board Meeting Schedule for 25/26 could be viewed by members through the KWETB Board SharePoint site. The Chair will forward a schedule of dates of the Reserve members Forum to be considered when scheduling future Board meetings.

Minute ETB – No. 07
Risk Management Report

Ms Ann Kinsella, the KWETB Corporate Governance and Compliance Officer addressed the Board to confirm that there were no changes to the current risk ratings to report. She noted that, under the KWETB strategic objective, a review of the Risk Management Framework is currently underway. A proposal is being drafted and will be brought to the Senior Management Team for review in July.

Minute ETB – No. 08
Buildings Report

The Director of OSD, Mr. Joe Kelly addressed the Board regarding the July 2025 Building Report. He noted that the report had been linked to the KWETB SharePoint page for members to review in advance. He then provided a brief overview, highlighting several key updates on ongoing projects

It was confirmed that the move to the new KWETB Kildare Head Office at Chestnut House, Millennium Park, Naas was now complete and that staff were now working from the new offices.

An update was provided on the status of the additional accommodation at St. Farnan's, Prosperous. The Executive confirmed that a meeting with the Design Team took place on 7th July, during which it was advised that the delivery of the additional accommodation will not be completed until early November. In response, the KWETB project team, in collaboration with the school Principal, is currently developing a contingency plan. It was also confirmed that the Department of Education is aware of the situation and is actively engaging with the Principal, supporting the development of contingency measures. These measures may include the pursuit of a temporary lease within the local area to ensure continuity until the new accommodation is in place.

The Executive provided an update on the roofing upgrade project at BIFE. SOLAS is currently awaiting instruction from DFHERIS, the Approving Authority, regarding the next steps for the project. It is understood that DFHERIS is conducting a cost-benefit analysis of the submitted tender documentation. Once direction is received from DFHERIS, SOLAS will inform KWETB.

An update was provided to the Board regarding the traffic safety works at Pipers Hill Campus. The Department has approved funding for the development of a Stage 1 Level Design Cost Report for Phase 2 of the campus traffic safety works. The associated survey is scheduled to be carried out once the campus schools return in September.

Following a request by the Board, a list of leases in place in KWETB will be provided to the Board.

<i>Minute ETB – No. 09</i>
Finance Report Tuirisc Airgeadais

It was confirmed that the figures presented in the report were consistent with the organisation's expectations for this time of year, with no additional updates to report.

<i>Minute ETB – No. 10</i>
Correspondence for the Board Comhfhreagras – Don Bhord

No correspondence.

<i>Minute ETB – No. 11</i>
Members Business / Questions Gnó/Ceisteanna na mBall

No questions received.



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Minute ETB – No. 12

Date of next meeting
Dáta an chéad chruinnithe eile

The Chair, Cllr. Paul O'Brien, confirmed that the next board meeting will take place on Tuesday, 23rd September 2025 at 10.30am in Blessington Further Education and Training Centre.

Signed: 

Date: 23/09/25

Cllr. Paul O'Brien *Evie Sammon*

Chairperson of Kildare and Wicklow ETB