

MINUTES OF PROCEEDINGS AT A MEETING OF THE CORK EDUCATION AND TRAINING BOARD COUNCIL CHAMBER, COUNTY HALL 21st NOVEMBER 2013
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ATTENDANCE

<i>Mr. Liam Ahern</i>	<i>Cllr. Tomás O' Brien</i>
<i>Cllr. Tim Brosnan</i>	<i>Cllr. Joe O' Callaghan</i>
<i>Mr. Paddy Browne</i>	<i>Cllr. Michael O' Connell</i>
<i>Cllr. Noel Buckley</i>	<i>Cllr. Noel O' Connor</i>
<i>Cllr. Liam Burke</i>	<i>Ms. Una O' Donnell</i>
<i>Mr. Michael Carey</i>	<i>Cllr. Noel O' Donovan</i>
<i>Ms. Catherine Cashin</i>	<i>Cllr. Tadhg O' Donovan</i>
<i>Ms. Josephine Coffey</i>	<i>Cllr. Finbarr O' Driscoll</i>
<i>Cllr. Jim Corr</i>	<i>Cllr. Patrick O' Driscoll</i>
<i>Cllr. Humphrey Deegan</i>	<i>Cllr. Catherine O' Keeffe</i>
<i>Cllr. Connie Foley</i>	<i>Cllr. Donal O' Rourke</i>
<i>Cllr. Ger Gibbons</i>	<i>Mr. Sean Roberts</i>
<i>Cllr. Mary Hegarty</i>	<i>Cllr. Terry Shannon</i>
<i>Cllr. Gerry Kelly</i>	<i>Cllr. Ronan Sheehan</i>
<i>Ms. Helen McGrath</i>	<i>Mr. Gerard White</i>
<i>Ms. Marie Murphy</i>	

EXECUTIVE & ADMINISTRATIVE STAFF

<i>Mr. Ted Owens, CEO</i>	<i>Mr. Martin Hallahan, PO</i>
<i>Ms. Joan Russell, EO</i>	<i>Mr. John O' Regan, PO</i>
<i>Mr. John Fitzgibbons, EO</i>	<i>Ms. Clare Creedon (Minute Taker)</i>

WELCOME

The Chairman welcomed the members to the November meeting of CETB.

APOLOGIES

- Apologies for inability to attend the meeting were received from Board Members, Ms. Máire Roycroft, Rev. Dr. Tom Deenihan and Ms. Norma Murray.

CONDOLENCES

- † To Denis O' Sullivan, Principal of Maria Immaculata Community College, and family on the death of his mother.
- † To George Roche, Principal of Nagle Community College, and family on the death of his mother.
- † To Orla Butler, Co-Ordinator, Youthreach Knocknaheeny, and family on the death of her father.

CONGRATULATIONS

- Congratulations were expressed to the staff of Coláiste Stiofá in Naofa on securing the Folklore & Ethnology Bursary with University College Cork.
- Congratulations and best wishes were expressed to Tony Geary on his retirement. Mr. Geary's dedication and commitment were recognised.
- Congratulations were expressed to the County School of Music Fluteenys on securing a place on RTE's Late Late Toy Show 2013.
- Congratulations were expressed to Mr. Keith Cronin on placing 2nd at the World Raleigh Championship 2013.

MINUTES

The Board, on the proposition of Mr. Michael Carey, seconded by Cllr. Tomás O' Brien, adopted the minutes of the previous ETB meeting held on 17th October 2013 (**copies herewith**).

Cllr. Donal O' Rourke referred to the following section from page 5, *Cllr. Donal O' Rourke responded to Cllr. O' Connell by stating that it was suggested that documents were left in a room which means the Executive were careless with documents.* He requested that the minutes be amended to delete any reference to any members of the Executive being careless.

Mr. Michael Carey referred to Coláiste Éist Linn and St. Fanahan's College and asked if the requests had been followed up. Mr. John Fitzgibbons stated that he intends to have a meeting before the next BOM meeting. With regards to St. Fanahan's College, Mr. Martin Hallahan stated that the Summer Works Scheme has been announced for 2014 and he will consult with the Principal regarding this. He stated that a report will have to be completed on the other items that need addressing and they will see which has the greatest chance of success under the SWS 2014. He noted that each school can only submit one project.

Cllr. O' Rourke asked the CEO if there was any update in relation to the minutes of the meeting between the Secretary General, Cllr. Deegan and the CEO. Cllr. Deegan, stated that in an effort to be helpful, the minutes have now been agreed and they should be available shortly. Cllr. O' Rourke stated that his question was directed to the CEO. The CEO stated that he was aware there was an issue regarding the minutes but to date he has not received the minutes.

Cllr. Humphrey Deegan asked the CEO to make a definitive statement regarding the disclosure to Revenue and who actually reported same. He asked the CEO if the newspaper article of the 29th October was accurate or not. He stated that the self-disclosure was a technical term used by the Acting CEO of the time. At this juncture, the Chairman reminded Cllr. Deegan that the minutes had been adopted and it was agreed by all members to carry on with the meeting.

CORRESPONDENCE

The Board, on the proposition of Cllr. Noel O' Connor, seconded by Cllr. Ger Gibbons, adopted the DoESk, ETBI and General Correspondence as presented (**copies herewith**).

DoESk Correspondence

- **Letter dated 15.10.2013 – Procurement of Legal Services** – The CEO stated that CETB will be looking into this matter in the New Year. It is a massive task to undertake.

CEO' S REPORT

The Board, on the proposition of Cllr. Connie Foley, seconded by Cllr. Mary Hegarty approved the adoption of the CEO' s Report, incorporating the Education Report, Finance Report, Human Resources Report and the Capital Report (**copy herewith**).

- **Item 1 – The Merger Process** - The CEO advised that the transition in Cork to date has been very smooth. CETB meets with FÁS on a regular basis. He noted that there are a number of issues with SIPTU currently. He stated that due to the hard work of HO staff in both LQ and YH, CETB expects to be ready for the transfer. He advised that there will be a meeting soon with Principals of PLC colleges to begin planning to ensure there is not a duplication of courses. If a course is being provided in a CETB college and Rossa Avenue, decisions will have to be made as to where that course will be offered in the future. In relation to staff matters, the CEO advised that he met with the Staff Consultative Group and advised them of his intention to locate 2 pillars in YH and 2 pillars in LQ. In relation to the HO location, he informed the members that he is looking at leases and car parking facilities as this is crucial to staff. He is also in discussions with various parties who have expressed interest in LQ and YH. He advised that he will be looking for best value for tax payer' s money.
- **Item 4 – Gaelcholá iste Carrigaline** – The CEO advised that he has written to the DoESk notifying of same.

Cllr. Noel O' Donovan referred to Item 5, Clonakilty Community College extension and asked for a timeline in relation to this. Mr. Martin Hallahan stated that the extension is very large and is expected to cater for 650 post-primary pupils. He advised that it will involve the refurbishment of certain rooms and also the building of an extension of 3,000 sq m. He advised that the next step is to go to tender for the Design Team under the framework. He stated that he hoped this would be issued in the next number of weeks. He also noted that one of the biggest changes to the plans is that a SEN unit will now be built.

Cllr. Connie Foley referred to YR Macroom and asked the CEO where CETB is in relation to sourcing a new building. The CEO responded by stating that one of the biggest problems here is that there is no capital funding available for YR and that is the reason why CETB rents the premises. Mr. Hallahan did inform the CEO that the costing received a number of months previous was very inhibitive. He noted he is aware of the condition of the facility and he has asked Mr. Hallahan and Mr. John Fitzgibbons to provide an update regarding the possibility of relocating. Mr. Fitzgibbons stated that he has asked an Auctioneer to identify possible locations in Macroom. There are perhaps 1 or 2 possible suitable locations which he will discuss with the Auctioneer when he meets with him next week.

Cllr. Tadhg O' Donovan referred to Item 6 and stated that as Chairperson of the BOM of St. Fanahan's College it was incumbent on him to welcome Mr. Tadhg Long to the school as Principal. He stated that Mr. Long is a young, dynamic person and believes he will be great for the school. He also took this opportunity to acknowledge the contribution and commitment of Mr. Colman Murphy. He stated that there has been a substantial increase in the enrolment numbers since Mr. Murphy became Principal. The Chairman and Cllr. Patrick O' Driscoll concurred with these sentiments. Cllr. O' Driscoll on a point of formality stated that he is on the BOM of St. Fanahan's College and he has not been officially told that Mr. Colman Murphy is retiring. He asked if there was a procedure for notifying BOM members. The CEO apologised to Cllr. O' Driscoll and noted that all BOM members should have been made aware of the changes. Cllr. Tadhg O' Donovan welcomed this response and asked that perhaps HO could write to the BOM if a new appointment to management has been made.

Cllr. Mary Hegarty stated that she welcomed the changes in the Further Education & Training area. She stated that she has been approached by individuals from the fashion industry that are looking for a training course in fashion retail to be established. She stated

that from being on interview panels she has noticed that students are not very prepared for interviews so perhaps a course in interview technique/skills could be provided.

Cllr. Catherine O’ Keeffe referred to the Haddington Road agreement and the ASTI union and stated that there are some schools that will have to close during school hours to facilitate parent teacher meetings and the only people losing out here are the students. She would appeal to the ASTI to resolve the dispute.

Mr. Michael Carey referred to the importance of BOMs and asked the CEO if it was appropriate to have training for all BOM members early next year. The CEO stated that Ms. Joan Russell had approached the CEO in relation to this but he decided to wait until after the June elections when the new ETB will be in place.

Education Report

- **Item 2 – Teaching & Learning Committee** - The following members were nominated to the Teaching & Learning Committee.

Cllr. Patrick O’ Driscoll
Mr. Michael Carey
Cllr. Ronan Sheehan

Cllr. Ger Gibbons
Mr. Liam Ahern
Ms. Helen McGrath

- **Item 5 – Community National School, Mallow** – The CEO stated that it is an Executive Function to appoint a Manager of a Community National School and that Mr. Liam Ahern has been appointed. Cllr. Noel O’ Connor stated that Mr. Ahern was an excellent choice and he endorses him to the position of Manager based on his past experience. Cllr. Ronan Sheehan echoed these sentiments, particularly as this is a non-monetary role.

COMMITTEES

Audit Committee

The minutes of the meeting held on 17th October 2013 were distributed for noting. Cllr. Michael O’ Connell, Chair, informed members that the meeting on 17th October 2013 was a special meeting called to discuss the Irish Examiner articles. He noted that it was agreed that historical matters would stay “in-Committee” until the Section 7 report was received. It was agreed matters would be kept confidential. Individuals were nominated by particular organisations and bodies but they are not representing those organisations or bodies. He stated that there will not be an Audit Committee meeting until the above mentioned report is received.

Youth Committee

The CEO advised that the first meeting of the Youth Committee took place this week. He informed members that Mr. Paddy Browne had expressed interest in being a member of the Youth Committee. The Board, on the proposition of Cllr. Finbarr O' Driscoll, seconded by Mr. Liam Ahern approved the appointment of Mr. Paddy Browne to the Youth Committee.

RESERVED ITEMS

Sealing of Documents

- The Board, on the proposition of Cllr. Terry Shannon, seconded by Cllr. Mary Hegarty approved the Licence Agreement between CETB and the Church of Ireland for the use of lands at Glebeland in Schull.
- The Board, on the proposition of Cllr. Terry Shannon, seconded by Cllr. Mary Hegarty approved the renewal of the lease at Morrison House, Cork from 19/08/2013 to 18/08/2023.

Cllr. Humphrey Deegan queried as to where the lands at Glebeland were. Mr. Martin Hallahan stated that this was a field on the town centre side of Schull Community College which has been in use by them for a long number of years.

BOM Nominations

The Board, on the proposition of Cllr. Noel Buckley, seconded by Cllr. Donal O' Rourke approved the appointment of Ms. Marie Murphy and Cllr. Ronan Sheehan to the BOM of St. Aidan' s CC. The CEO advised that since Cllr. Mulvihill' s retirement, there was a vacancy on the BOM of St. Aidan' s CC. The Board, on the proposition of Cllr. Mary Hegarty, seconded by Mr. Liam Ahern, approved the appointment of Cllr. Tadhg O' Donovan to the BOM of St. Aidan' s CC.

The Board, on the proposition of Cllr. Tadhg O' Donovan, seconded by Cllr. Tim Brosnan approved the appointment of Mr. Michael Carey, Cllr. Liam Burke and Ms. Norma Murray to the BOM of Colá iste Choilm.

The Board, on the proposition of Cllr. Mary Hegarty, seconded by Cllr. Finbarr O' Driscoll approved the appointment of Ms. Joan Russell as CETB nominee to the BOM of Carrigaline Community School.

Mr. Paddy Browne informed the CEO that the BOM of Mayfield Community School is short a member. Cllr. Finbarr O’ Driscoll was proposed and this was seconded by Cllr. Ger Gibbons. The Board, on the proposition of Cllr. Ger Gibbons, seconded by Mr. Liam Ahern, approved the re-appointment of existing members to the BOM of Mayfield Community School.

Draft City Annual Report

The Board, on the proposition of Cllr. Terry Shannon, seconded by Mr. Sean Roberts approved the Draft City Annual Report, as presented.

MINUTES OF BOARDS AND COMMITTEES FOR RATIFICATION

The Board, on the proposition of Cllr. Tadhg O’ Donovan, seconded by Cllr. Ger Gibbons approved the documents as outlined in the list submitted by the CEO (**copy herewith**).

AOB

The Chairman stated that at the last meeting there was a request from Cllr. Chris O’ Leary to have a discussion regarding removing AOB from the agenda. The Chairman asked members if this was agreeable. Cllr. Terry Shannon stated that the only problem he would see with this is if a member wished to raise something that was not on the agenda, AOB is the only time this could be done. Cllr. Donal O’ Rourke stated that if AOB was to remain on the agenda the matters raised must be of substance and the test of relevance should be applied. He stated that the rules of AOB should be strictly adhered to. Cllr. Tomás O’ Brien seconded this proposal stating that anything raised must be relevant. This was agreed by all members.

Cllr. Terry Shannon referred to a recent BOM meeting in St. Johns College where there was a concern regarding the duplication of courses and asked the CEO if there could be a discussion regarding same at the next ETB meeting. He also referred to the report *A Strategic Review of FET and the Unemployed* and asked the CEO if this could also be discussed at the next meeting. The CEO stated that he will ask Mr. John Fitzgibbons to present a report on this at the next meeting.

Cllr. Tomás O’ Brien referred to Kinsale FEC and stated that the building has problems with electrical wiring and rodents, which is not acceptable and asked the CEO if there was any funding available. The CEO stated that capital funding is not available for Further Education from the DoESk but that he would see what funding was available to rectify some of the problems. Cllr. O’ Brien asked if this could be looked into as a matter of urgency. Cllr. O’ Brien also referred to the issue of school uniforms and requested all members to

look at the simple scheme where people share or sell crested blazers or coats. He asked members to mention this at their BOM meetings.

Mr. Michael Carey referred to the launch of the Marathon Youth Challenge, Cork City and acknowledged the financial support the former City VEC has given in the past and asked the CEO if CETB was in a position to support this venture again this year. He noted that this is a huge incentive for young people. The CEO stated that the appropriate body to direct this query to is the Youth Committee.

DATE & VENUE OF NEXT MEETING

Mr. Carey proposed that CETB carry over any business from December to January 2014, considering the work load involved at end of year and the transfer of FÁS. This was seconded by Cllr. Finbarr O' Driscoll and agreed by members.

The next meeting will take place on 16th January 2014 in the Council Chamber, County Hall.

THIS CONCLUDED THE BUSINESS OF THE MEETING

SIGNED: _____
Chairman

DATE: _____