

Minutes of MSLETB Board Meeting

Date: 25th March 2025

Venue: The Clayton Hotel, Sligo



msletb

Bord Oideachais agus Oiliúna
Mhaigh Eo, Shligigh agus Liatroma
Mayo, Sligo and Leitrim
Education and Training Board

1. Members Present	
	<p>Cllr. Joeseph Queenan, Chairperson Cllr. Richard Finn, Mayo Co Co Cllr. Gerry Murray, Mayo Co Co Cllr. Gerry Coyle, Mayo Co Co Cllr. Donna Sheridan, Mayo Co Co Cllr. John Caulfield, Mayo Co Co Cllr. Mary Bohan, Leitrim Co Co Cllr. Edel McSharry, Sligo Co Co Cllr. Dara Mulvey, Sligo Co Co Ms. Sabina McLoughlin Mr. Aidan Brogan Ms. Angela O'Brien Mr. Shane Goldsberry Mr. Seamus Kilgannon Ms. Colette Brawn Mr. Malachy Molloy Ms. Pamela Ni Thaidhg</p> <p>Apologies: Cllr. Sean Carey, Mayo Co Co Cllr. Paddy O'Rourke, Leitrim Co Co Cllr. James Gilmartin, Leitrim Co Co Mr. Pat Forde</p> <p>MSLETB Staff: Mr. Tom Grady, Chief Executive, (CE) Mr Pat Howley, Director of Organisation Support and Development (DOSD) Mr Peter Egan, Director of Further Education and Training (DFET) Ms. Mary Madden, Director of Schools (DOS) Mr John McGoey, APO Finance Mrs Sarah Mulroe, Corporate Services (took minutes of the meeting)</p>
2. Declarations of conflict of Interest	

	No conflict of interest declared.
3.	Adoption of Minutes
	The minutes of MSLETB's Board Meeting held on Tuesday 25th February 2025, were adopted by the Board on the proposal of Cllr. Mary Bohan and seconded by Ms. Pamela Ní Thaidhg.
4.	Matters Arising
	No matters arising.
5.	Risk Management
	<p>DOSD updated the board on the Corporate Risk Register. The DOSD discussed the red risk categories to include Cyber Security, Budgeting, Sustainability and ISMS.</p> <p>The DOSD advised the Board that the Corporate Risk Register was updated and was brought to the Audit and Risk Committee Meeting for review and comment on the 19th of March 2025</p>
6.	Approval of 2024 Financial Statements including Statement on Internal Controls and associated Letter of Representation
	<p>Mr. John McGoey, APO Finance presented the 2024 Draft Financial Statements including Statement on Internal Controls and associated Letter of Representation. The draft Statement on Internal Controls was reviewed and discussed in detail by the Audit and Risk Committee at their meeting on 19th March 2025 and was recommended for approval by the Board. The 2024 MSLETB draft Financial Statements and Draft Letter of Representation were reviewed and discussed by the Finance committee at their meeting on 20th March 2025 and were recommended for approval by the Board. The Chairperson, CE and DOSD thanked the Head of Finance and the Finance Team and others who contributed to the significant body of work involved in preparing these Financial Statements.</p> <p>Cllr. Mary Bohan queried if there was any update on SOLAS funding.</p> <p>The CE advised that he expected to receive confirmation from SOLAS in the coming week and anticipates a 3 to 4% increase in four of the five pots and anticipates a cut in apprenticeship funding by circa 2.6%. The possible cut to Apprenticeship funding was noted as a concern by the Board in the present environment.</p> <p>The CE thanked APO, Finance and his team for all their hard work on the financial statements and added that the Executive Management Team (EMT) were very satisfied with how 2024 went. The CE stated that upgrades to schools were slow but ongoing and acknowledged that it was not easy to deliver capital commitments, given the financial constraints at Government Department level</p> <p>DOSD thanked APO Finance and all the finance team.</p>

	<p>The 2024 Financial Statements including Statement on Internal Controls were adopted on the proposal of Cllr. Mary Bohan and seconded by Cllr. John Caulfield.</p> <p>The Letter of Representation was adopted on the proposal of Ms. Pamela Ni Thaidhg and seconded by Ms. Angela O'Brien</p>
7.	Approval of Lease Agreement(s)/ Purchase of land(s)
	<p>1. Swinford GAA Club - 15 year Lease The Board approved the lease on the proposal of Cllr. Richard Finn and seconded by Ms. Pamela Ni Thaidhg</p>
8.	Governance/ Report from Sub Committees
	<p>The DOSD advised the Board that Youthreach requires a new facility in Mohill. Funding will be from SOLAS</p>
9.	Chief Executive's Report
	<p>The CE extended his welcome to the Board members.</p> <p>Votes of Sympathy The CE extended sympathies to a number of staff and Board members and their families on recent bereavements.</p> <p>Cllr. Richard Finn offered his condolences to Mr. Christy Garrett and Mr. Tony McGarry's families on their passing. Both of whom he had worked with at all levels over the years and commended them on their contribution and dedication to the education system.</p> <p>3rd Phase Board Training The CE advised the board on the third phase of ETB Board Training on Controls and Assurances is scheduled to run online on a number of dates in March and April 2025. Further details to issue shortly from Corporate Services.</p> <p>BOM Mayo College The CE sought the board's approval for the appointment of Mr. Michael Ring to the BOM of Mayo College. The Board approved the appointment on the proposal of Cllr. Gerry Coyle and seconded by Ms. Pamela Ni Thaidhg.</p> <p>Training on T&S system</p>

The CE advised the Board that the Finance Dept are arranging training sessions on CORE T&S system and any Board member interested in attending the training should advise Sarah Mulroe in Corporate Services.

The CE advised the board that the retirement function has been deferred to later in spring/summer 2025.

The CE informed the Board of some ongoing current events and items he is directly involved in or overseeing:

- Attended ETBI FET Conference Sligo 26th & 27th February
- Attended CE SOLAS Quarterly meeting, Naas 4th March
- Attended meeting with Department of Education, out of school provision, 4th March
- Attended FET Strategy meeting 5th March
- Attended DFET Forum meeting
- Attended Digital Marketing Apprenticeship meeting -Gov. Buildings, with Minister Lawless and Minister Harkin 5th March
- Attended ATU Stakeholder meeting, Galway 6th March
- Attended New Generation Apprenticeship Awards Graduation Ceremony – Landmark Hotel, 7th March
- Attended meeting with Minister Harkin, 10th March
- Attended Dept. of Education Management Board subcommittee meeting with CEs of ETBs - Online
- CE Forum, 12th March
- Meeting of National Apprenticeship Alliance, 13 March - Online
- Quality Network ATP Thematic Session - Online
- Meeting DEFERIS, Department Offices Dublin 19th March – Solas Critical Review
- 19th March Meeting with NAO – Single system for Apprenticeship – Action plan for Apprenticeship meeting re Quality assurance framework for the integrated apprenticeship system
- Attended ETBI HR & Payroll Seminar, Portlaoise March 20th
- 25th March Solas Liaison Group

The CE advised that many meetings are now online.

Approval sought for acquisition of site.

The CE confirmed the Board's approval for the acquisition of a site adjacent to Drumshanbo Vocational School for €247,000, which is now secured, and contracts have been signed.

Ms. Pamela Ni Thaidhg enquired about the status of the school completion program (SCP)

The CE advised that there has been significant work on going at department level with SCP in the form of a review. The SCP landscape is quite complex from a staff employment perspective. There are many steps yet to happen in this review. The CE reiterated his governance concerns around the programme but acknowledged its importance and benefits.

Ms. Pamela Ni Thaidhg stated that DEIS is needed now more than ever.

The CE noted that it needs more progress from the Department and that it is a priority.

Cllr. Gerry Coyle enquired regarding the extension at St Brendan's

DOSD advised that there were more drawings submitted as requested.

Cllr. Edel McSharry asked for an update on Grange Post Primary School, where parking continues to be an issue.

DOSD advised that if there is no extra parking or toilets planning will probably not be granted. DOSD advised that the design team are looking at it. There was some clarification needed on items already submitted and progress is very slow. It is at stage 2B now with the Department.

Mr. Seamus Kilgannon stated that if parking was not sorted at Grange PP it was not going to work. He noted that numbers have increased over the last few years and enquired when this would all be resolved.

DOSD advised that the last 3 applications were denied. However, we continue to engage and insist with the Dept advising sanction was required. He had written to the Department advising that it was a denial of basic human rights. The Department had said it was a very tight site, and the building office was in touch with the Principal in Grange.

Cllr. Gerry Murray asked for an update on Charlestown school, Cyber Security & Broadband.

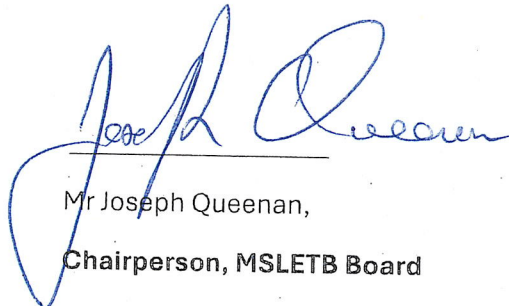
DOSD advised that HEAnet should give us an alternative back up. DOSD also advised that Cyber Security remains a big challenge, costs involved are prohibitive, sizeable amount of work completed in this area and it is a priority for the ETB. Emails are the biggest risk area for attacks.

The CE advised that we are the only ETB who have been offered insurance for Cyber Security, and we are working on it. It is prohibitively expensive presently

	<p>and the ETB is not funded for this additional insurance. The department are aware of the insurance cost situation overall in ETBs.</p> <p>Regarding Charlestown school, DOSD advised that the school build additional accommodation was submitted to the Department, and we are waiting for a response.</p>
10.	<p>a. Schools Report</p> <p>Ms Mary Madden, DOS presented a comprehensive schools report.</p> <p>Cllr. Coyle commended St. Brendan's College, Belmullet on an excellent production of Mama Mia and passed on a vote of congratulations to all involved.</p> <p>b. Further Education and Training Report</p> <p>Mr. Peter Egan, DFET presented a comprehensive Further Education and Training Report.</p> <p>DFET advised that there were some hard decisions to be made and that there was huge concern around funding.</p> <p>c. Organisation Support and Development Report including Buildings, Finance and ICT Report</p> <p>Mr. Pat Howley, (DOSD) presented a comprehensive report on OSD including an overview of Finance, Corporate Services, Data Protection & FOI, H&S, Insurance, HR, Garda Vetting, Pensions, Buildings.</p>
11.	<p>Any Correspondence / documents for noting</p> <p>In OneNote</p>
12.	<p>Any Other Business</p> <p>Mr Aidan Brogan queried why is it so difficult to claim expenses on CORE T&S system.</p> <p>APO Finance advised that there will be training very soon and that everyone needs to be able to log into the CORE first.</p>

The next board meeting will be held on Tuesday May 20th 2025 in the Swinford FET Centre.

Signed:


Mr Joseph Queenan,
Chairperson, MSLETB Board

Date:

20-5-25

20th May 2025.