

MAYO, SLIGO AND LEITRIM EDUCATION AND TRAINING
BOARD MINUTES OF THE PROCEEDINGS OF THE MEETING
Sligo Park Hotel, Sligo 12th December 2023 at 3.00pm

In attendance:

Mmes

P. Ní. Thaidhg
M. Bohan, L.C.C
J. Van Aswegen
N. McGowan
D. Sheridan, M.C.C
A.M. McDaniel
R. O'Grady S.C.C

Messrs

S. Kilgannon
P. Coffey
R. Finn, M.C.C
E. Stenson L.C.C
P. O'Rourke, L.C.C
M. Molloy
P. Forde
J. Caulfield M.C.C

The following were also in attendance:

Mr. T. Grady, Chief Executive, Mr. P Howley, Director of Organisation Support and Development, Mr. P. Egan, Director of Further Education and Training, Ms. M. Madden, Director of Schools, Ms. A. Daly, Ms. F. Foody, Corporate Services.

APOLOGIES

Apologies were received from Cllr. T. Connolly, Cllr. M. Casserly, Cllr. C. Hyland, Cllr. A. Gibbons, Mr. J. Moran and Cllr. S. Carey who were unable to attend the meeting.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interests declared.

ADOPTION OF MINUTES

The Minutes of MSLETB's Board Meeting held on 14th November 2023 were adopted by the Board on the proposal of Cllr. M. Bohan and seconded by Cllr. E. Stenson.

MATTERS ARISING

There were no matters arising.

RISK MANAGEMENT

Mr P. Howley Director of Organisational Support and Development informed the Board that at a recent Audit and Risk Committee meeting the Committee members were presented with a comprehensive FET Risk Register and Corporate Risk Register for Q3. The FET Risk Register and Corporate Risk Register are available in the Board pack (One Note).

UPDATED 2022 ANNUAL FINANCIAL STATEMENTS

The Finance Officer advised the Board that the audit of the 2022 Annual Financial Statements by the C&AG is ongoing and will not be completed prior to year-end. It is hoped that this audit can be finalised in January 2024.

The Finance Officer noted to the Board that he is not aware of any material changes to the Accounts at this stage and on that basis, he sought approval from the Board to provide approval to the Chairperson and Chief Executive to sign these Accounts when the audit is completed. If the C&AG propose a material change to the Accounts a Board Meeting would be required to approve any such changes.

The Board approved the 2022 Annual Financial Statements on the proposal of Cllr. Richard Finn and was seconded by Cllr. Rosaleen O'Grady.

APPROVAL OF LEASE AGREEMENTS

The CE sought approval from the Board for the following lease:

Approval of the lease of lands at Aderavoher, Easkey Co Sligo

Summary Details are as follows:

Parties: Lease between MSLETB and Easkey Enhancement Association, Ownbed, Easkey, Co. Sligo

Term: 20 year lease

Rent: €1 per annum

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Easkey Enhancement Association have approached the ETB seeking a 20 year lease of lands to develop into a full sized astro GAA pitch, a walking/running track, a biodiversity area, sensory garden, changing area, children's playground and carpark. They intend to apply for a number of public funding bodies, such as CLAR and the Sports Capital Programme to fund same.

The board approved the lease for Easkey Enhancement Association on the proposal of Mr. Pat Forde and was seconded by Dr. Jennifer Van Aswegen.

GOVERNANCE/REPORT FROM SUB- COMMITTEE'S

The DOSD, Mr. Pat Howley advised the Board that the signed minutes of the Audit and Risk Committee meeting on 18th October 2023 and the signed minutes of the Finance Committee meeting which took place on the 24th October were available in the Board pack (One Note). The DOSD sincerely thanked the members of the Audit and Risk Committee and the members of the Finance Committee for the support during the year and sincerely thanked the Chairperson of the Finance Committee Cllr. Paddy O'Rourke.

CHIEF EXECUTIVE'S REPORT

The CE presented a comprehensive report to the board:

Votes of Sympathy - sympathies were extended to a number of staff members and their families on recent bereavements.

The CE attended a number of Events/Meetings including:

- ETBI Forum on 15th November 2023.
- National Framework of Qualifications (NFQ) 20th Anniversary Workshop 16th November 2023.
- Apprenticeship Capacity Oversight Group every Friday as ETBI CE representative. Significant targets are now set for apprenticeship delivery in 2024 with a delivery plan agreed among stakeholders.
- ETBI Joint Meeting Forums 21st November
- Meeting of Steering Group/ Working Group with ETB and ATU staff to discuss the Tertiary Programmes on the 1st December. Nursing in three locations underway. Other 3 programmes to be reviewed and other options being explored for 2024.
- Ibec Northwest REC meeting took place on 28th November. Discussion at this meeting included wage pressure, economy position, regional economy by North West Regional Assembly, skills and research funding
- Principals meeting Landmark Hotel Carrick on Shannon on 29th November 2023.
- CE ETBI / SOLAS meeting 20th November. Discussion at this meeting included funding, apprenticeship, funding model approach, Organisational design, Capital delivery FET College Provisional Business Case and master planning.
- Meeting of ICBAN Human Capital Pillar Steering Group on 1st December 2023 at NZEB Collooney.

- The CE gave an update of activities and a range of matters for a very successful 2023 for MSLETB to the Audit and Risk Committee Meeting on the 5th December and also to the Finance Committee Meeting on 7th December 2023.

School Completion Program – The CE advised that the School Completion Program was paused in part of our area due to governance issues. The Department have made some commitments to review the overall program through recent correspondence. MSLETB have decided to continue with the program for now as the Department have made a commitment to review its delivery within a two year period.

The CE advised the Board that the high level ETBI goals for 2024 are the following:

- Patronage/ Reconfiguration (equality/provision mapping)
- Climate Change
- Fit for purpose OD structure
- FET College of the Future
- Apprenticeship
- Procurement
- Cyber security

The CE advised the Board that MSLETB will continue to focus on the following in 2024:

- Continue to improve our Teaching and Learning Outcomes
- Greater integration and alignment of services within the ETB and in the Tertiary space
- Keep strengthening the Organisational support and administration to meet the current and future demands in the ETB.

The CE proposed following Dates for Board Meetings in 2024 and this was agreed by the Board:

- 20th February 2024
- 26th March 2024
- 21st May 2024
- 18th June 2024
- 17th September 2024
- 12th November 2024
- 10th December 2024

The CE thanked the Chairs, Deputy Chairs, and Board members for their support to MSLETB Schools FET, Organisational Support and the EMT in 2023. He also thanked the staff of the ETB for their work in 2023. The CE added that he is looking forward to another successful year for MSLETB in 2024.

ORGANISATIONAL SUPPORT AND DEVELOPMENT REPORT

Mr. Pat. Howley, Director of OSD (DOSD) presented a comprehensive Organisational Support

and Development Report which incorporated the Finance Report, Human Resources, Corporate Services, Buildings Report and ICT Report for Mayo, Sligo and Leitrim Education and Training Board.

Deputy Chairperson, Mr. S. Kilgannon thanked the Director of Organisation, Support & Development and his staff in MSLETB for all their hard work.

FURTHER EDUCATION AND TRAINING REPORT

Mr. Peter Egan, Director of FET (DFET) presented a comprehensive report on Further Education and Training for Mayo, Sligo and Leitrim Education and Training Board.

Chairperson, Cllr. J. Caulfield thanked the Director of Further Education and Training and his staff in MSLETB for all their hard work.

SCHOOLS REPORT

Ms. Mary. Madden, Director of Schools (DOS) presented the Schools Report for Mayo, Sligo and Leitrim Education and Training Board.

A Board member raised a query regarding a sensitive issue. The Director of Schools acknowledged the query and said that she would raise this matter with the Director of schools in ETBI and revert back to the Board in due course.

Dr. Seamus Conboy, Director of Schools, ETBI was invited to attend the next Board meeting to discuss Community National Schools & Patronage. Ms. Bernie Rowland, Ethos Coordinator, MSLETB was invited to attend a Board meeting in 2024 to discuss embedding of ethos in schools.

The Chairperson, Cllr. John Caulfield acknowledged the hard work that is ongoing by the Director of Schools and by teachers and staff in MSLETB schools.

The Director's reports are available in full in the Board pack in One Note.

The following documents were included in the Board pack (OneNote) for Noting by the Board:

MSLETB Information & Communication Technology (ICT) Acceptable Usage Policy – Approved by EMT 07/12/23
MSLETB Professional Development Policy – Approved at EMT 20/11/23
MSLETB Corporate Risk Register
MSLETB FET Risk Register
Audit and Risk Committee Minutes 18 th October 2023
Finance Committee Minutes 24 th October 2023
Audit and Risk Committee Minutes
Approved permission to attend Foreign Travel

MSLETB – List of Correspondence
MSLETB – List of Circulars
MSLETB - List of School BOM Minutes

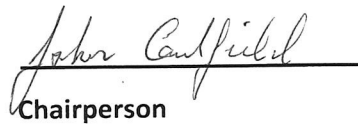
AOB

The next Board meeting will take place on 20th February 2024.

The Chairperson, Cllr. John Caulfield thanked all present and wished everyone a Happy Christmas and peaceful New Year with continued success for MSLETB.

This concluded the business of the meeting.

Signed:


Chairperson

Date:

