

Kerry Education and Training Board
Bord Oideachais agus Oiliúna Chiarraí

Minutes of Kerry Education and Training Board (Kerry ETB) meeting held in the Boardroom at Kerry ETB Head Office, Tralee on Tuesday April 30th 2019.

In Attendance:

Cllr. Jim Finucane
Cllr. Jimmy Moloney
Cllr. Michael Cahill
Ms. Maryanne Slattery
Mr. Michael O'Mahony
Mr. Joe Brennan
Mr. Eugene Moriarty

Cllr. Terry O'Brien
Cllr. Norma Moriarty
Cllr. Pa Daly
Ms. Francisse Walshe
Mr. Noel Keenan
Ms. Maria O'Gorman

Mr. Colm Mc Evoy, Chief Executive Officer (CEO), Mr. Owen O'Donnell, Director of Further Education and Training (FET), Ms. Maria Brennan, Director of Organisation Support and Development (OS&D), Ms. Ann O'Dwyer, Director of Schools, Youth and Music, Mr. Tommy Conroy, Finance Officer, Mr. Danny Kerins, Head of Corporate Support and Capital Development Department (CS&CD), Mr. Pdraig O'Sullivan, Capital and Buildings Officer, Ms. Gráinne Mulvihill, Corporate Affairs Officer, Ms. Niamh O'Keeffe, Corporate Support and Ms. Karen Griffin, Corporate Support were also in attendance.

An Cathaoirleach Cllr. Jim Finucane presided for the meeting.

As per Paragraph 10, Section 3 of the Education and Training Board (ETB) Act 2013 and the Agenda notice, no conflicts of interest were declared at the commencement of the meeting. As per Section 1.18 Circular Letter 0002/2019, the conflict of interest document was circulated to be signed prior to the meeting to the Members (a copy of which is attached to the minutes).

04/2019/1	APOLOGIES & CONDOLENCES LEITHSCÉALTA AGUS COMHBHRÓN
1.1	<p>Apologies/Leithscéalta: Apologies for their absence were received from:</p> <ul style="list-style-type: none"> ➤ Cllr. Séamus Cosaí Fitzgerald ➤ Cllr. Damien Quigg ➤ Cllr. Niall Kelleher ➤ Cllr. John Francis Flynn ➤ Ms. Mary McGillicuddy
1.2	<p>Condolences/Comhbhrón: An Cathaoirleach, Cllr. Jim Finucane expressed his sympathy and that of the Board to:</p> <ul style="list-style-type: none"> ➤ The Sweeney family, on the death of Ms. Priscilla Sweeney, Further and Education & Training Tutor for Kerry ETB. ➤ Mr. Liam Egan, Teacher, Coláiste na Sceilge, on the death of his Uncle, Mr. Teddy Egan. ➤ The Nagle family, on the death of Ryan Nagle, 1st year pupil in Killorglin Community College.

	<ul style="list-style-type: none"> ➤ The Sheehy family, on the death of Ms. Carmella Sheehy, Teacher, Killarney Community College. ➤ Ms. Mary B. Swaine, Listowel Adult Basic Education, on the death of her Uncle, Mr. James O'Connor. ➤ Ms. Michelle Anne Houlihan, Head Office, on the death of her Aunt, Ms. Nancy Pigott. ➤ The O'Sullivan family, on the death of Mr. Johnny O'Sullivan, Tralee.
04/2019/2	CONGRATULATIONS COMHGHAIRDEAS
2.1	<p>Congratulations to/Comhghairdeas:</p> <ul style="list-style-type: none"> ➤ The Kerry ETB Training Centre plumbing and metal fabrication apprentices who shared the 'Problem Solving Award', at the 2019 'Generation A' Competition Awards organised by SOLAS. ➤ Causeway Comprehensive School's 5th year Debating Team and their teacher on winning the final of the Listowel Action on Alcohol debate. ➤ Castleisland Community College and Castleisland AFC on the successful official opening of the new AstroTurf pitch.
04/2019/3	MINUTES OF THE LAST BOARD MEETING - FOR ADOPTION MIONTUAIRISCÍ ÓN gCRUINNIÚ DEIREANACH BOIRD - LE GLACADH
3.1	<p>The minutes of the Kerry ETB meeting held on March 26th 2019 were adopted and signed.</p> <p style="text-align: center;">Proposed: Cllr. Jimmy Maloney Seconded: Cllr. Terry O'Brien</p> <p>The minutes of the Kerry ETB meeting held on March 29th 2019 were adopted and signed.</p> <p style="text-align: center;">Proposed: Mr. Michael O'Mahony Seconded: Mr. Noel Keenan</p>
04/2019/4	MATTERS ARISING FROM MINUTES AG ÉIRÍ AS NA MIONTUAIRISCÍ
4.1	<p>Gaelcholáiste Nua School Building Project Update</p> <p>The update was provided by the CEO and the Head of CS&CD. As per the report circulated prior to the meeting, the update addressed the following:</p> <ul style="list-style-type: none"> ➤ Temporary access road construction completed by Kerry Co. Co. on Monday 15th April 2019.

	<ul style="list-style-type: none"> ➤ Works completed on relocation of the Lee Strand entrance gates on Wednesday 10th April 2019. ➤ Site Enabling works commenced by Moriarty Civil Engineering Contractors, Denis Moriarty The Kerries Limited. This is a circa 16-week programme. ➤ Mitchels Regeneration Group meeting was held on Wednesday 10th April 2019 in Hawley Park Family Resource Centre (FRC). An update on progress was provided to the community. Positive feedback from the meeting. ➤ Planning permission process ongoing, decision due on Wednesday 15th May 2019. ➤ Minister for Education and Skills visiting the new school building site on May 2nd 2019. ➤ Re completion of the new access road by Kerry Co. Co. A letter issued to the Chief Executive (CE) of Kerry Co. Co. re same on March 4th 2019. Meeting with CE and Director of Services of Kerry Co. Co. on March 26th 2019 re same and it was confirmed that work is ongoing by Kerry Co. Co. re securing the funding for the completion of the access road. <p>The Board welcomed this update and they noted that the Minister for Education and Skills was visiting Gaelcholáiste Campus Nua site on Thursday May 2nd 2019.</p> <p>A further update will be provided at the next meeting.</p>
4.2	<p>Listowel School Accommodation</p> <p>An update was provided by the CEO and the Director of Schools, Youth and Music and addressed the following:</p> <ul style="list-style-type: none"> ➤ The draft Additional School Accommodation (ASA) Application for Coláiste na Ríochta was submitted to the DoES for review on February 18th 2019. ➤ The application is seeking approval for the following additional accommodation including, Full ASD Unit, Refurbishment of the Metalwork room (from 12 to 24 students), Additional General Classroom, Principal’s Office, School Office etc. ➤ Re Gael Scoil Lios Tuathail and the proposed new school building to be constructed by the ETB on a “devolved funding” basis, a follow up letter issued to the Secretary of the School BOM on April 10th 2019 seeking a response prior to the April 30th ETB Board meeting. ➤ Letter dated April 12th 2019 received from the Secretary of the School BOM stating that the BOM is still awaiting replies from other parties from whom they requested information and clarification on their position. <p>The Board Members were advised that a letter was received from the Secretary of the School BOM on April 30th 2019 stating that they would need a further period of time to discuss this matter.</p> <p>The Board Members noted this update.</p>

4.3	<p>Listellick National School Building Project Update</p> <p>An update was provided by the Head of CS&CD and addressed the following:</p> <ul style="list-style-type: none"> ➤ Kerry ETB are awaiting written confirmation regarding the status of the Stage 1 Report issued by the Design Team on January 28th 2019 to the DoES. ➤ Initial feedback re the Stage 1 Report has been positive. <p>The Board noted this update.</p>
4.4	<p>Grantor/Grantee Agreement Kerry ETB and Kerry Diocesan Youth Services (KDYS) - Youthreach Programme</p> <p>An update was provided by the Director of OS&D and Director of FET and addressed the following:</p> <ul style="list-style-type: none"> ➤ Kerry ETB's letter to the DoES re TUPE related costs – as submitted by KDYS - was issued on January 28th 2019 by the Finance Officer. No formal feedback to date has been received from the DoES re same. ➤ The matter re staff overpayment issue still outstanding with KDYS. A letter issued to KDYS on March 26th 2019 seeking clarification re same. ➤ Email received from KDYS on March 28th 2019 stating that this matter has been referred to the Board of KDYS to address. ➤ Letter received by email from CFO/ Company Secretary KDYS on April 16th 2019 confirming that KDYS Board is anxious to bring all matters re the transfer of Youthreach and Mentor programmes to a successful conclusion and are willing to work with Kerry ETB in this regard. ➤ This letter was also seeking additional information and clarification from Kerry ETB, including: <ul style="list-style-type: none"> ➤ Withheld funding legal advice, costs that Kerry ETB is prepared to reimburse, update on submission to the DoES re Transfer Costs, corrections to the 'Review and Report of Staffing and Pensions matters which arise from the delivery of Youthreach programmes by KDYS', Legal advice received (Mayson Hayes and Curran) re Pensions matters, Internal Audit Unit (IAU) draft Youthreach Report etc. <p>The Board was advised that a reply will issue to KDYS re this matter.</p> <p>This update was noted.</p>
4.5	<p>Implementation of Child Protection Procedures for Primary and Post-Primary Schools 2017</p> <p>An update was provided by the Director of Schools, Youth and Music addressing the following:</p> <ul style="list-style-type: none"> ➤ Letter received from the DoES on March 28th 2019 re the implementation of the Department's Child Protection procedures for Primary and Post-Primary schools 2017 (the procedures).

	<p>➤ Response sent to DoES on March 29th 2019 by the CEO confirming full compliance with same.</p> <p>These letters were circulated with the Meeting Agenda.</p> <p>It was noted, the TUI had expressed some reservations with regard to the approach being adopted by the DoES given the difference in terms of the employer role between the Board of Management (BOM) in the ETB schools and the BOM in voluntary schools.</p> <p>The position of Kerry ETB as set out by the CEO in his letter to the DoES dated March 29th 2019 was reaffirmed by the Board i.e. confirming full compliance with the procedures by Kerry ETB.</p>
4.6	<p>Killorglin Community College Proposal Update</p> <p>The Head of CS&CD and Buildings Officer provided an update on this matter, addressing the following:</p> <ul style="list-style-type: none"> ➤ Consultant Engineer appointed by FEXCO to support development of drawings & proposed project costs. ➤ The Board was briefed re this proposed development. ➤ Further meetings held with Consultant Engineer and FEXCO to progress proposed application for funding under Rural Regeneration and Development Fund (RRDF) 2019 application. ➤ Draft application currently under review for RRDF application. <p>The Board welcomed this proposal and a submission to the RRDF was approved by the Board.</p> <p style="text-align: center;">Proposed: Cllr. Michael Cahill Secoded: Ms Francisse Walsh</p> <p>A further update will be provided at the next meeting.</p>

04/2019/5	EDUCATION AND TRAINING TOPICS FOR DISCUSSION ÁBHAIR OIDEACHAS AGUS OILIÚINT LE PLÉ
	No presentation at this meeting.

04/2019/6	GOVERNANCE RIALACHAS
6.1	<p>Risk Management The Director of OS&D provided an update on Risk Management, which addressed:</p> <ul style="list-style-type: none"> ➤ Existing Risk Management Policy and the Risk Management Framework are currently under review in light of the new Code of Governance ➤ Both Corporate and Directorate Area Risk Registers continue to be reviewed and updated on a regular basis ➤ Risk Register under review at the Risk Management Committee meetings and the fortnightly Directorate meetings <p>The Board noted this update.</p>
6.2	<p>Minutes of School Board of Management (BOM) Meetings</p> <ul style="list-style-type: none"> ➤ Killarney Community College <ul style="list-style-type: none"> ➤ Board of Management Meeting on 28th November 2018 ➤ Board of Management Meeting on 3rd March 2019 ➤ Causeway Comprehensive School <ul style="list-style-type: none"> ➤ Board of Management Meeting on 3rd December 2018 ➤ Board of Management Meeting on 25th February 2019 ➤ Board of Management Meeting on 4th April 2019 <p>Minutes of these meetings were approved by the Board.</p> <p style="text-align: center;">Proposed: Ms. Maria O’Gorman Seconded: Mr. Michael O’Mahony</p> <ul style="list-style-type: none"> ➤ Coláiste Gleann Lí <ul style="list-style-type: none"> ➤ Board of Management Meeting on 7th March 2019 ➤ Two Mile Community National School <ul style="list-style-type: none"> ➤ Board of Management Meeting on 11th June 2018 ➤ Board of Management Meeting on 22nd January 2019 <p>Minutes of these meetings were approved by the Board.</p> <p style="text-align: center;">Proposed: Cllr. Terry O’Brien Seconded: Cllr. Jimmy Moloney</p> <ul style="list-style-type: none"> ➤ Scoil Phobail Sliabh Luachra <ul style="list-style-type: none"> ➤ Board of Management Meeting on 3rd December 2018 <p>Noted by the Board.</p>

6.3	<p>Board of Management Appointments See item 6.6 below.</p>
6.4	<p>Kerry ETB Policies for Approval Fixed Asset Management Policy and Procedures (revised) The Fixed Asset Management Policy and Procedures (revised) as presented by the Director of OS&D were approved by the Board.</p> <p style="text-align: center;">Proposed: Mr. Noel Keenan Seconded: Ms. Francisse Walsh</p> <p>Mobile Phone/Device Policy The Mobile Phone/Device Policy as presented by the Director of OS&D was approved by the Board.</p> <p style="text-align: center;">Proposed: Cllr. Terry O'Brien Seconded: Mr. Michael O'Mahony</p>
6.5	<p>Health and Safety Matters Update The Health and Safety update was presented by Head of CS&CD and addressed the following:</p> <ul style="list-style-type: none"> ➤ Corporate safety statement is being finalised in preparation for sign off by the CEO. ➤ Risk assessment program underway with further progress reported for schools and centres. ➤ Training completed for Science teachers in May. Other training such as first aid and manual handling is planned and will be carried out when renewals are due. <p>The Board noted this update.</p>
6.6	<p>Youthreach Board of Management Appointments</p> <p>Nominee: Ms. Mairead Canty – Tralee Youthreach</p> <p>The Board appointed Ms. Mairead Canty to the Youthreach BOM as per Section 12(2)(i) and Section 44(11) of the ETB Act 2013.</p> <p style="text-align: center;">Proposed: Mr. Joe Brennan Seconded: Cllr. Terry O'Brien</p> <p>It was noted that the first meeting of the Youthreach BOM had taken place on April 30th 2019, with the second meeting scheduled to take place in May.</p>
6.7	<p>Chairperson's Statement 2018 as per the Code of Practice for the Governance of Education and Training Boards The Chairperson's Statement 2018 was presented by the Finance Officer;</p>

	<p>➤ The Statement will be submitted in conjunction with the Annual Report. The format has been revised as per the new Code of Practice for the Governance of Education and Training Boards (Circular 0002/2019)</p> <p>A copy of the Chairperson’s Statement was circulated and retained by the Board Members.</p> <p>The Statement was approved by the Board and signed by the Chairperson.</p> <p style="text-align: center;">Proposed: Cllr. Terry O’Brien Seconded: Cllr. Michael Cahill</p>
6.8	<p>New ETB Board Formation Update – Staff Elections</p> <p>An update was provide by the Director of OS&D, indicating the following:</p> <ul style="list-style-type: none"> ➤ Last date for receipt of nominations – 1.00pm on Monday April 29th 2019 ➤ Ruling on nominations – 2.00pm to 5.00pm on Monday April 29th 2019 ➤ Candidates may withdraw up to 12 noon today – Tuesday April 30th 2019 <p>As the ETB received one valid female nomination and one valid male nomination. In accordance with Section 31(b) of the ETB Act 2013 (as there were only one nomination in each category) both nominees are formally appointed to the new ETB Board.</p> <p>It was noted that the two staff members duly appointed were:</p> <p>Male Representative: Mr. Joe Brennan Female Representative: Ms. Maryanne Slattery</p> <p>An Cathaoirleach congratulated both Joe and Maryann on their appointment to the new ETB Board.</p> <p>The post-election meeting is scheduled for July 26th 2019 at 11.00am.</p>
6.9	<p>Annual Report 2018 as per Section 28 of the ETB Act 2013</p> <p>The Director of OS&D presented the 2018 Annual Report for approval and advised the Members that as per Section 28 of the ETB Act 2013 the Annual Report for 2018 must be submitted to the Minister of Education and Skills by 30th June 2019 for presenting to both Houses of the Oireachtas.</p> <p>In addition the Director of OS&D explained that the Kerry ETB Accounts for 2018 could not be included in the 2018 Annual Report at this time. The 2018 Accounts have not been audited to date – C&AG Audit of 2018 accounts scheduled for June 2019 - consequently as set out in the new Code of Governance (CL002/2019) the following applies:</p>

	<p><i>“Each ETB should submit to the Department of Education Skills its annual report not later than one month following completion of the audit of the financial statements of the said body by the Comptroller and Auditor General and six months from the end of that body’s financial year end (whichever is the earlier). In the event that the audited financial statements are not finalised by the Comptroller and Auditor General in advance of 6 months from the end of the financial year, ETBs must submit their annual report to the Department with confirmation that they are unable to submit their audited accounts. In that situation, ETBs should not publish the unaudited accounts, but must confirm in their annual report that they will publish the audited financial statements within one month of receipt from the Office of the Comptroller and Auditor General.”</i></p> <p>The Board noted this provision re the inclusion of the 2018 Accounts and in accordance with Section 28 of the ETB Act 2013 the Annual Report 2018 as presented by the Director of OS&D was approved by the Board.</p> <p style="text-align: center;">Proposed: Mr. Noel Keenan Seconded: Mr. Michael O’Mahony</p>
6.10	<p>Audit and Risk Committee Report as per Section 45(3) of the ETB Act 2013</p> <p>The Audit and Risk Committee Report was circulated by the Corporate Affairs Officer on behalf of the Chairperson of the Audit and Risk Committee as per Section 45(3) of the ETB Act 2013.</p> <p>It was noted that the Chairperson of the Audit & Risk Committee would be attending the next Board Meeting at which this report would be addressed.</p> <p>A copy of the Audit and Risk Committee Report was retained by the Board on a confidential basis as per Schedule 3(13) of the ETB Act 2013.</p>
6.11	<p>Finance Committee Report as per Section 45(3) of the ETB Act 2013</p> <p>The Finance Committee Report was circulated by the Corporate Affairs Officer on behalf of the Chairperson of the Audit and Risk Committee as per Section 45(3) of the ETB Act 2013.</p> <p>It was noted that the Chairperson of the Finance Committee would be attending a meeting of the newly established Board in September 2019 at which this report would be addressed.</p> <p>A copy of the Finance Committee Report was retained by the Board on a confidential basis as per Schedule 3(13) of the ETB Act 2013.</p>

6.12	<p>Student Nominees to the Governing Body of Institute of Technology (IT) Tralee as per Section 4(1)(e) of the Institutes of Technology Act 2006</p> <p>Correspondence received from IT Tralee re the student nominees to the governing body of IT Tralee. The nominees are as follows:</p> <ul style="list-style-type: none"> ➤ Ms. Petrina Comerford ➤ Mr. Joseph Kavanagh <p>The Board approved the nomination of Ms. Petrina Comerford and Mr. Joseph Kavanagh to the Governing Body of Institute of Technology (IT) Tralee as per Section 4(1)(e) of the Institutes of Technology Act 2006.</p> <p style="text-align: center;">Proposed: Cllr. Niall Kelleher Seconded: Mr. Noel Keenan</p> <p>A letter will issue to the Minister for Education and Skills re these appointments as per Section 4(1)(e) of the Institute of Technology's Act 2006.</p> <p>Professional Management & Support Staff Representative of the Governing Body as per Section 4.1(c)</p> <ul style="list-style-type: none"> ➤ Ms. Siobhan O'Callaghan <u>replacing</u> Mr. William O'Sullivan <p>The Board approved the nomination of Ms. Siobhan O'Callaghan to the Governing Body of Institute of Technology (IT) Tralee as per Section 4(1)(e) of the Institutes of Technology Act 2006.</p> <p style="text-align: center;">Proposed: Cllr. Terry O'Brien Seconded: Cllr. Michael Cahill</p> <p>A letter will issue to the Minister for Education and Skills re this appointment as per Section 4(1)(c) of the Institute of Technology's Act 2006.</p>
6.13	<p>Section 29 Appeal Panel Nomination (1998 Education Act)</p> <p>Nominee: Mr. Noel Keenan</p> <p>The Board appointed Mr. Noel Keenan to the Section 29 Appeal Panel as per Section 12(2)(i) of the ETB Act 2013.</p> <p style="text-align: center;">Proposed: Mr. Michael O'Mahony Seconded: Cllr. Norma Moriarty</p>

04/2019/7	CEO's REPORT & QUESTIONS ON CEO's REPORTS / TUAIRISCÍ AN PHRÍOMHFHEIDHMEANNAIGH & CEISTEANNA ORTHU
7.1	<p>Finance Report: The monthly Finance Report as presented by the Finance Officer was noted by the Board.</p> <p>The Finance Officer also provided an update in relation to the Office of Government Procurement's Legal Services Procurement Update and the Bus Procurement competition. In relation to the Bus Procurement competition, the Finance Officer set out the rationale, etc. and addressed the following:</p> <ul style="list-style-type: none"> ➤ Issue tender on e-tenders - 13th May 2019 ➤ Host briefing session for suppliers - 21st May 2019 ➤ Tender return - 25th June 2019 (43 days v 28 Day min. req.) ➤ Qualification Criteria ➤ No min turnover ➤ Appointment and activation of framework Mid August 2019 <p>It was noted that the above dates are provisional.</p> <p>The Board welcomed the update in respect of same.</p> <p>Buildings Report: The Buildings Report presented by the Head of CS&CD, as circulated with the Meeting Agenda addressed the following matters:</p> <p>Coláiste na Ríochta</p> <ul style="list-style-type: none"> ➤ Listowel Campus - as per Matters Arising ➤ Planning permission granted for Prefab ➤ Sanction to Replace Water Tank - €29,000 including VAT and Fees <ul style="list-style-type: none"> ➤ Consultant appointed – Fahey O’Riordan Consulting Engineers ➤ Awaiting Tender Report from Fahey O’Riordan <p>Killarney Community College</p> <ul style="list-style-type: none"> ➤ Autistic Spectrum Disorder Unit - Stage 2a Report submitted to DoES – awaiting response <p>Causeway Comprehensive School</p> <ul style="list-style-type: none"> ➤ Planning Reference 18/762 re Planning for a commercial Anaerobic Digestion Facility – See Lands and Leases below <p>Gaelcholáiste Chiarraí – Roof Replacement</p> <ul style="list-style-type: none"> ➤ Invitation to Tender for Architectural Consultancy Services issued on Monday April 15th 2019, deadline for receipt of same is Monday April 29th at 12:00p.m. <p>Coláiste na Sceilge</p> <ul style="list-style-type: none"> ➤ Ventilation Works - Consultant appointed – Malachy Walsh and Partners ➤ Works to commence Summer 2019.

Multi-Annual Summer Works Scheme (SWS) 2020 onwards

- March 29th 2019 Minister for Education and Skills announced the opening of the application process for a new multi-annual Summer Works Scheme, to carry out small and medium scale works to improve and upgrade existing school buildings and facilities.
- All schools notified on April 1st 2019

Listellick National School, Tralee - Roll No. 09260

- See Matters Arising 4.3 above

Two Mile Community National School, Killarney - Roll No. 17365L

- Tender report for refurbishment received from Malachy Walsh and Partners
- Application submitted to the DoES requesting additional funding

Youthreach

- Killarney Youthreach building fit out ongoing estimated completion date end of May 2019

Hard Surface for the area at the rear of KCFE and Coláiste Gleann Lí – Phased Works

- Invitation to Tender for Engineering Consultancy Services issued on Tuesday April 9th 2019, deadline for receipt of same is Tuesday 23rd April at 12:00p.m.

Gaelcholáiste Nua

- See Matters Arising 4.1 above.

Killarney Community College AstroTurf Pitch Development Proposal Update

In relation to Killarney Community College AstroTurf Pitch Development Proposal Update, it was noted that there were two expressions of interest which had been received but only one was deemed valid. The Board was advised that discussions will commence re the valid expression of interest. It was noted that these are only exploratory discussions.

Summer Works Scheme 2019

As addressed above, the Summer Works Scheme for 2019 is currently ongoing and any Members who are Members of BOM's were advised to be aware of same.

Proposed Housing Development at Port Road, Killarney and pedestrian access to adjoining school

The CEO advised that, following the Board Meeting on March 26th 2019, he had issued a letter to Griffin Project Management as agreed at the March 26th 2019 Meeting, indicating that the decision of the Board was **not** to grant permission for access to the school site for the creation of a walkway for pedestrian access as requested by the company.

The CEO then referred to a letter dated April 23rd 2019 received April 25th 2019 from Griffin Project management, in which they queried;

'Had the ETB given full consideration to the possibilities of a land swap which would have facilitated construction of the pedestrian access path and would

also square off the ETB lands which would have allowed the ETB to maximise the potential of this area for the use of all-weather pitches.'

(Extract from letter dated April 25th 2019)

Cllr. Norma Moriarty stated that it was her recollection that all matters were fully discussed in relation to this. Ms. Maryanne Slattery, who is a Member of the Killarney Community College BOM stated that the BOM had discussed this in full and they were totally against granting this request. The Buildings Officer identified the area being referred to in the letter of April 23rd 2019 on a map for the Board Members. An Cathaoirleach stated that it was his view that this matter had been dealt with appropriately at the March 26th 2019 Meeting and the matter was closed. The Board reaffirmed its decision of March 26th 2019 not to grant permission. The CEO was requested to write a letter to Griffin Project Management indicating that this matter had been fully dealt with at the March 26th 2019 Meeting and again at the April 30th 2019 Meeting confirming the following:

1. The decision of the Board not to grant pedestrian access.
2. The Board is not interested in pursuing any proposed land swap.
3. A letter will be issued to Griffin Project Management addressing same.

Land and Leases

Application for leave to appeal to An Bord Pleanala

This update was provided by the Head of CS&CD.

The Board was advised of the application for leave to appeal to An Bord Pleanala re the Agricultural Anaerobic Digestion Facility, Dromkeen West, Causeway, Co. Kerry proposed for development by Sandford Energy-District Heating adjacent to Causeway Comprehensive School was submitted to An Bord Pleanala by letter dated April 10th 2019. A letter was received from An Bord Pleanala dated April 15th 2019 setting out receipt of application for leave to appeal, etc.

Reference was also made to the information which was supplied to the Board Members with the Meeting Agenda, which referred to the letter which had issued seeking leave to appeal to An Bord Pleanala, the correspondence from the school BOM and the relevant correspondence in relation to the whole planning application process.

Following discussions, it was agreed that the ETB would engage an environmental engineer who could provide independent expert advice as the best way to address this matter. The merits of anaerobic digestion facilities were noted in terms of climate change, etc., however, given that this development is adjacent to the school, it was felt that independent expert advice was required.

Ms. Maria O'Gorman indicated that she was a Member of the school BOM and the BOM had discussed this matter fully and were not supportive of

	<p>same as they had concerns, as outlined in their letter dated April 4th 2019. She agreed that obtaining independent expert advice is advisable.</p> <p>It was agreed that the Board would proceed on this basis.</p> <p style="text-align: center;">Proposed: Cllr. Terry O'Brien Seconded: Ms. Maria O'Gorman</p> <p>Tech Amergin Planning Request Referral pursuant to Section 5 Planning & Development Act 2000 to 2018 re Tech Amergin Centre and request from Iveragh Heritage Society to erect a plaque at the entrance to the building</p> <p>As per Section 12(2)(n) of the ETB Act 2013, the Board approved this request.</p> <p style="text-align: center;">Proposed: Cllr. Norma Moriarty Seconded: Mr. Michael O'Mahony</p>
7.2	<p>Report – Chief Executive Officer</p> <p>The CEO's report, as circulated with the meeting Agenda, addressed the following items:</p> <ul style="list-style-type: none"> ➤ Visits by Minister for Education and Skills May 2nd 2019 ➤ Gaelcholáiste Chiarraí School Building Project Update ➤ Kerry ETB and KDYS Youthreach (100 places annually) Grantor/Grantee Agreement ➤ Tralee Regional Sports and Leisure Company Limited by Guarantee ➤ Listowel School Accommodation Update ➤ Kerry ETB and Tralee IT South Campus Acquisition <p>This report was noted as presented. Particular attention was drawn to the schedule for the Minister's visit which takes place this Thursday May 2nd 2019. The Board very much welcomed the Minister's visit.</p>
7.3	<p>Schools Report – Director of Schools, Youth and Music</p> <p>The Schools Report was presented by Director of Schools, Youth and Music and addressed the following items:</p> <ul style="list-style-type: none"> ➤ Patronage of Scoil Náisiúnta an Ghleanna, Ballinskelligs ➤ Music Generation Update as presented by Director of Schools, Youth and Music

	<p>The Director of Schools, Youth and Music advised the Board of a meeting with the Bishop on Friday May 3rd 2019. It is anticipated that the Bishop will be communicating to the ETB a willingness to transfer the patronage of Scoil Náisiúnta an Ghleanna, Ballinskelligs to the Community National School (CNS) model. The Board welcomed this development and the Director of Schools, Youth and Music referenced correspondence issued from the Bishop dated April 8th 2019 in respect of same.</p> <p>This update was noted by the Board.</p> <p>The Director of Schools, Youth and Music referred to the Music Generation Partnership and stated that correspondence has been received setting out its extension to include County Kerry. It was noted that Kerry ETB is the lead agency in respect of same and that the Music Development Officer would be based in Kerry ETB's Head Office in the Centrepoin building.</p> <p>An Cathaoirleach thanked the Director of Schools, Youth and Music for the excellent work she had done in pursuing this matter. As had been advised previously, we had been unsuccessful in earlier iterations in this process but it was now going to become a reality for County Kerry and this should have a very positive on music performance, in allowing students in all areas to access music lessons to develop there talents in a very cost effective manner right across the county. This scheme will be rolled out across our schools and centres.</p> <p>It was noted that this announcement is currently media embargoed by Music Generation.</p> <p>The Board noted and welcomed this positive development for the ETB.</p>
7.4	<p>Further Education and Training Report – Director of FET</p> <p>The Further Education and Training Report presented by the Director of FET highlighted the upcoming visit of Minister of Education and Skills, Mr. Joe McHugh, TD to officially open the new Kerry College of Further Education's Denny Street Campus on Thursday May 2nd 2019.</p>
7.5	<p>Organisation Support and Development Report</p> <p>The Organisation Support and Development Report was noted and addressed the following items:</p> <ul style="list-style-type: none"> ➤ KDYS Update ➤ Risk Management Update ➤ Kerry ETB Policies for Approval ➤ New ETB Board Formation Update ➤ Annual Report 2018

7.6	<p>Members' Business (motions) Galway and Roscommon ETB – re National Procurement</p> <p>This correspondence from Galway and Roscommon ETB was noted by the Board.</p> <p>IPB Members 93rd Annual General Meeting (AGM) As per Section 12(2)(h) of the ETB Board Act 2013, the Board approved the attendance of An Cathaoirleach, Cllr. Jim Finucane at the IPB Members AGM which is taking place on Friday May 3rd 2019 in Dublin.</p> <p style="text-align: center;">Proposed: Ms. Maria O’Gorman Seconded: Cllr. Terry O’Brien</p>
04/2019/8	CORRESPONDENCE COMHFHREAGRAS
8.1	<p>DES Correspondence: Noted as listed</p>
8.2	<p>DES Circular Letters: Noted as listed</p>
8.3	<p>DES Press Releases: Noted as listed</p>
8.4	<p>ETBI Correspondence: Noted as listed</p>
8.5	<p>SOLAS Correspondence Noted as listed</p>
8.6	<p>Other Correspondence: Noted as listed.</p>
04/2019/9	ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH

At the conclusion the meeting, the CEO, on behalf of the staff of the ETB, thanked the Board Members for their excellent commitment and dedication over the past five years. He emphasised the value the staff and executive placed on the support of the Board.

Re the status of BOMs, the Finance Committee, Audit and Risk Committee, etc, it was noted that a letter would be issued to the DoES seeking clarification regarding of their tenure beyond July 26th 2019.

In addition An Cathaoirleach, on behalf of the Board, thanked the executive and the staff for all of their good work over the past five years and stated there had been significant progress made by the ETB over this period of time.

Ms. Maryanne Slattery referenced the valuable contribution of the late Leonard O'Donnell RIP, former Board Member and acknowledged his contribution during his term on this Board. All present shared these sentiments in their appreciation of Leonard's contribution.

This concluded the business of the meeting.

**Next Board Meeting date:
Friday July 26th 2019
Kerry ETB Boardroom**

Signed/Síithe: _____

Date/Dáta: _____