

CRUINNIÚ BHORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION AND TRAINING BOARD MEETING

Date and Time:	Tuesday, November 7th, 2023, at 04:15 pm
Location:	Hybrid: Kerry ETB Head Office, Centrepoint, Tralee, Co. Kerry and via Microsoft Teams
An Cathaoirleach:	Cllr. Jim Finucane
Secretary:	Mr Colm McEvoy, Chief Executive (CE)
Attendance (Reserve Members):	<ul style="list-style-type: none"> • Cllr. Aoife Thornton • Ms Celia O'Shea • Cllr. Deirdre Ferris • Cllr. Fionnán Fitzgerald (VC) • Cllr. Jim Finucane • Mr Joseph Brennan • Cllr. Marie Moloney • Ms Maria O'Gorman • Cllr. Michael Cahill (VC) • Mr Niall Lucey • Cllr. Niall O'Callaghan • Cllr. Norma Moriarty (VC) • Cllr. Terry O'Brien (VC) • Mr Tim Daly
Attendance (Executive Members):	<ul style="list-style-type: none"> • Mr Colm McEvoy, CE • Ms Ann O'Dwyer, Director of Schools, Youth and Music (SY&M) • Ms Maria Brennan, Director of Organisation Support and Development (OS&D) • Mr Owen O'Donnell, Director of Further Education and Training (FET) • Ms Aileen O'Connor, Head of Corporate, Capital and Technology (CCT) • Ms Betty Corkey, Head of Human Resources • Mr Tommy Conroy, Head of Finance • Mr Pdraig O'Sullivan, Buildings Officer • Ms Trisha Tierney, Executive Support

Apologies:	<ul style="list-style-type: none"> • Cllr. Cathal Foley, Board member • Ms Joan McCrohan, Board member • Mr John O’Roarke, Board member • Cllr. Johnnie Wall, Board member • Cllr. Maura Healy-Rae, Board member • Ms Tara Donoghue, Board member • Mr Zaid Kassoob, Board member
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11/2023/0	CONFLICT OF INTEREST COIMHLINT LEASA
	<p>As per Section 1.18 of Circular Letter (CL) 0002/2019, a conflict of interest form was circulated to each Board Member before the meeting for signature. Furthermore, an Cathaoirleach, Cllr. Jim Finucane asked Board members to disclose any conflicts of interest prior to the commencement of the meeting.</p> <p>There were no conflicts of interest disclosed relevant to the meeting’s agenda items, as discussed.</p>

11/2023/1	CONDOLENCES COMHBHRÓN
1.1	<p>Condolences/Comhbhrón An Cathaoirleach expressed his sympathy and that of the Board to:</p> <ul style="list-style-type: none"> • Mr John O'Connor, Finance Committee, on the death of his sister, Ms Betty O'Connor. • Ms Niamh Casey, Killarney Youthreach, on the death of her father, Mr Terence Casey. • Mr John Leahy, Outreach, Adult Basic Education, Back to Education Initiative. Community Education, on the death of his uncle, Mr Peter Harrison. • To the Ó Suilleabháin family following the sad passing of Mr Seán Ó Suilleabháin. • Dr Joe Collins, Director of FET ETBI, on the death of his mother, Ms Kathleen Collins. • Ms Mary Liz Trant, National Apprenticeship Office, on the death of her father, Mr Anton Trant. • Mr Paddy Lavelle, ETBI, on the death of his mother, Ms Anne Lavelle.

11/2023/2	CONGRATULATIONS COMHGHAIRDEAS
	<p>Congratulations/Comhghairdeas An Cathaoirleach shared congratulations to the following:</p> <p><u>IMRO Radio Awards 2023</u></p> <ul style="list-style-type: none"> • To former Kerry College learner Mr David Nelligan on being awarded the “Gay Byrne Newcomer of the Year Award” and a Silver Award in the Short Feature Category for his work on “The Day the Box Was Seen by Jackie Browne.” • To former Kerry College learners Ms Niamh Daly and Mr Alan Finn on being awarded the Gold Award in the Short Feature Category for their work on “Heritage Hunters.” • To former Kerry College learner Mr JJ O’Shea on being awarded a Gold Award in the Specialist Music Programme category for his work on the programme “The Music Tree.” • To former Kerry College learner Mr Ian O’Connell for making the shortlist for the second consecutive year. • Thanks and appreciation were also extended to instructors Ms Connie Broderick and Mr Joe McGill for their dedication and guidance. <p><u>STEPS Young Engineers Award 2023/2024</u> To Coláiste na Ríochta students, Kevin Lynch placed second in Applied Technology, Niamh O’Sullivan placed fourth in Engineering, and Caoimhe O’Sullivan won the best overall project for Junior Cycle Applied Technology at the STEPS Young Engineers Award South-West Munster.</p> <p>Congratulations to Board member Ms Celia O’Shea for being shortlisted for a John Kelly Award that recognises excellence in inclusive education.</p> <p>Congratulations to a former Board member, Ms Toiréasa Ferris, for successfully completing her PhD studies.</p>

11/2023/3	<p style="text-align: center;">MINUTES OF LAST BOARD MEETING - FOR ADOPTION MIONTUAIRISCÍ ÓN GCRUINNIÚ DEIREANACH BOIRD – LE GLACADH</p>
	<p>The minutes of the previous Board meeting held on September 26th, 2023, were circulated to the Board Members in advance of the meeting.</p> <p>The minutes were presented to the Board for approval.</p> <p style="text-align: center;">Proposed: Cllr Deirdre Ferris Seconded: Niall Lucey</p> <p>The minutes were adopted and signed at the meeting.</p>

11/2023/4	<p style="text-align: center;">EDUCATION AND TRAINING TOPICS FOR DISCUSSION ÁBHAIR OIDEACHAS AGUS OILIÚINT LE PLÉ</p>
4.1	<p>English as an Additional Language and English for Speakers of Other Languages - Mr Pat O’Sullivan, Special Education Needs and Access Support Officer, Ms Brenda Kelly, International Protection Response Manager and Mr Kevin Fay, Adult Education Officer</p> <p>An Cathaoirleach and members of the Board and Executive extended a warm welcome to Mr Pat O’Sullivan, Special Education Needs and Access Support Officer, Ms Brenda Kelly, International Protection Response Lead Manager and Mr Kevin Fay, Adult Education Officer, to the meeting to present an overview of Kerry ETB’s framework for the delivery of English as an Additional Language (EAL) and English for Speakers of Other Languages (ESOL).</p> <p>Mr O’Sullivan, Ms Kelly and Mr Fay thanked the Board for the invitation to attend the meeting and subsequently delivered a presentation covering the following key areas:</p> <ul style="list-style-type: none"> • Overview of Kerry ETB’s ESOL Tutor Pool • Post-Primary EAL Provision • FET ESOL Provision <p>Following a lengthy discussion and on behalf of the Board, an Cathaoirleach thanked the team for their presentation and their ongoing commitment to this important work area.</p> <p>The CEO concluded the discussion by reiterating the importance of the work carried out collectively by the team, referencing the significant number of learners enrolled in Kerry ETB Schools and FET programmes for whom English is not their first language (Kerry ETB schools’ enrolments are c. 297 and FET beneficiaries in 2023 total c. 6,300).</p>

11/2023/5	MATTERS ARISING FROM MINUTES NITHE ATÁ AG ÉIRÍ AS NA MIONTUAIRISCÍ																				
	<p>The 'Matters Arising From Minutes' were addressed under the relevant reports as follows:</p> <table border="1" data-bbox="550 504 1422 1556"> <tr> <td data-bbox="550 504 630 611">5.1</td> <td data-bbox="630 504 1422 611">Section 44 Committees: Appointments and Vacancies – see <i>Governance Report Section 6.4</i></td> </tr> <tr> <td data-bbox="550 611 630 719">5.2</td> <td data-bbox="630 611 1422 719">Response to Motions (Swimming and Driving Education) – see <i>Schools, Youth and Music Report Section 7.1</i></td> </tr> <tr> <td data-bbox="550 719 630 826">5.3</td> <td data-bbox="630 719 1422 826">High Court Summons – see <i>Organisation Support and Development Report Section 7.3</i></td> </tr> <tr> <td data-bbox="550 826 630 974">5.4</td> <td data-bbox="630 826 1422 974">Legal Summons by Valley Healthcare Infrastructure Investment Fund ICAV (Head Office Service Charges) – see <i>Finance Report Section 7.4</i></td> </tr> <tr> <td data-bbox="550 974 630 1046">5.5</td> <td data-bbox="630 974 1422 1046">Overdraft Proposal – see <i>Finance Report Section 7.4</i></td> </tr> <tr> <td data-bbox="550 1046 630 1120">5.6</td> <td data-bbox="630 1046 1422 1120">SOLAS Funding 2023 – see <i>Finance Report Section 7.4</i></td> </tr> <tr> <td data-bbox="550 1120 630 1227">5.7</td> <td data-bbox="630 1120 1422 1227">Schedule of Fees (Section 50 of the ETB Act, 2013) – see <i>Finance Report Section 7.4</i></td> </tr> <tr> <td data-bbox="550 1227 630 1335">5.8</td> <td data-bbox="630 1227 1422 1335">Kerry College Killarney Campus Building Project – see <i>Capital and Buildings' Report Section 7.6</i></td> </tr> <tr> <td data-bbox="550 1335 630 1442">5.9</td> <td data-bbox="630 1335 1422 1442">Head Office Accommodation, Business Case Moyderwell Building – see <i>Capital and Buildings' Report Section 7.6</i></td> </tr> <tr> <td data-bbox="550 1442 630 1550">5.10</td> <td data-bbox="630 1442 1422 1550">Scamps and Scholars Lease – see <i>Capital and Buildings' Report Section 7.6</i></td> </tr> </table>	5.1	Section 44 Committees: Appointments and Vacancies – see <i>Governance Report Section 6.4</i>	5.2	Response to Motions (Swimming and Driving Education) – see <i>Schools, Youth and Music Report Section 7.1</i>	5.3	High Court Summons – see <i>Organisation Support and Development Report Section 7.3</i>	5.4	Legal Summons by Valley Healthcare Infrastructure Investment Fund ICAV (Head Office Service Charges) – see <i>Finance Report Section 7.4</i>	5.5	Overdraft Proposal – see <i>Finance Report Section 7.4</i>	5.6	SOLAS Funding 2023 – see <i>Finance Report Section 7.4</i>	5.7	Schedule of Fees (Section 50 of the ETB Act, 2013) – see <i>Finance Report Section 7.4</i>	5.8	Kerry College Killarney Campus Building Project – see <i>Capital and Buildings' Report Section 7.6</i>	5.9	Head Office Accommodation, Business Case Moyderwell Building – see <i>Capital and Buildings' Report Section 7.6</i>	5.10	Scamps and Scholars Lease – see <i>Capital and Buildings' Report Section 7.6</i>
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11/2023/6	GOVERNANCE RIALACHAS
6.1	<p>Risk Management Update In line with the provisions of Circular 0002/2019, Provision 7.3, Ms Maria Brennan, Director of OS&D and Chief Risk Officer, addressed the 2023 Version 1.3 of the Corporate Risk Register. It was noted that the Corporate Risk Register was circulated in advance of the meeting with the board pack.</p> <p>Members noted same and thanked the Chief Risk Officer for her update.</p>
6.2	<p>Governance and Policy Framework The following documents, as circulated with the agenda, were presented for approval by Ms Maria Brennan, Director of OS&D:</p> <ul style="list-style-type: none"> • ICT Strategy 2023-2027 • Draft Procedure for Monitoring and Compliance with Section 10A of the Irish Language Act • Procurement (Purchases) of up to €50k using Public Funds Received Under Grant from Kerry ETB (Revision) • Third-Party Governance Policy and Procedure (Revision) <p>The Board approved the above-listed documents as presented.</p> <p style="text-align: center;">Proposed: Cllr. Niall O’Callaghan Seconded: Mr Tim Daly</p> <p>The Board also noted receipt of the CEO’s Memo: Protocol for Executive Orders.</p>

<p>6.3</p>	<p>Section 44 Committees: Minutes</p> <p>The following Section 44 Committees' minutes, as circulated with the agenda, were presented for approval by Ms Maria Brennan, Director of OS&D:</p> <table border="1" data-bbox="523 439 1449 667"> <thead> <tr> <th>Section 44 Committee</th> <th>Date of Meeting</th> <th>Board Member in Attendance</th> </tr> </thead> <tbody> <tr> <td>Tahilla Community National School</td> <td>24.04.23</td> <td>N/A</td> </tr> <tr> <td>Castleisland Community College</td> <td>30.03.23</td> <td>Cllr. Fionnán Fitzgerald, Tim Daly</td> </tr> <tr> <td>Coláiste Gleann Lí</td> <td>18.05.23</td> <td>Cllr. Terry O'Brien, Ms Joan McCrohan</td> </tr> </tbody> </table> <p>The Board approved the above-listed minutes.</p> <p style="text-align: center;">Proposed: Ms Celia O'Shea Seconded: Cllr. Jim Finucane</p>	Section 44 Committee	Date of Meeting	Board Member in Attendance	Tahilla Community National School	24.04.23	N/A	Castleisland Community College	30.03.23	Cllr. Fionnán Fitzgerald, Tim Daly	Coláiste Gleann Lí	18.05.23	Cllr. Terry O'Brien, Ms Joan McCrohan
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<p>6.4</p>	<p>Section 44 Committees: Appointments and Vacancies – as per Matters Arising Section 5.1</p> <p>The following Section 44 Committee appointments, as circulated with the agenda, were presented for approval by Ms Maria Brennan, Director of OS&D:</p> <table border="1" data-bbox="501 1189 1469 1563"> <thead> <tr> <th>Section 44 Committee</th> <th>Nomination</th> </tr> </thead> <tbody> <tr> <td>Scoil an Ghleanna Scoil Náisiúnta Phobail</td> <td>Sorcha Ní Chatháin, <i>Staff Nominee</i> Cilian Ó Loingsigh, <i>Staff Nominee</i> Orla Uí Chonchubhair, <i>Parent Nominee</i> Brian O'Connor, <i>Parent Nominee</i></td> </tr> <tr> <td>Tahilla Community National School</td> <td>Máire DeCógáin, <i>Staff Nominee</i> Sinead Connolly, <i>Staff Nominee</i> Fiona Martin, <i>Parent Nominee</i> Auke Schots, <i>Parent Nominee</i></td> </tr> <tr> <td>Two Mile Community National School</td> <td>Catherine Barry, <i>Staff Nominee</i> Pauline McCarthy, <i>Staff Nominee</i> Maire Walsh, <i>Parent Nominee</i> Cliff Fee, <i>Parent Nominee</i></td> </tr> <tr> <td>Gaelcholáiste Chiarraí</td> <td>Olive Sharp, <i>Community/Other Nominee</i> Tommy Lyons, <i>Parents Nominee</i></td> </tr> <tr> <td>Kerry College of Further Education and Training</td> <td>Alison O'Sullivan, <i>Learners Nominee</i></td> </tr> </tbody> </table> <p style="text-align: center;">Proposed: Mr Niall Lucey Seconded: Cllr. Terry O'Brien</p> <p>Further to the discussion held at the September 26th, 2023, Board meeting (Ref: September 26th, 2023, Board meeting minutes), the proposed nomination to the Youth Work Committee was deferred to the December 2023 Board meeting to allow for more time to consider same.</p> <p>As addressed at the September Board meeting, members were advised that Mayson Hayes and Curran (MHC) had provided advice re this matter.</p>	Section 44 Committee	Nomination	Scoil an Ghleanna Scoil Náisiúnta Phobail	Sorcha Ní Chatháin, <i>Staff Nominee</i> Cilian Ó Loingsigh, <i>Staff Nominee</i> Orla Uí Chonchubhair, <i>Parent Nominee</i> Brian O'Connor, <i>Parent Nominee</i>	Tahilla Community National School	Máire DeCógáin, <i>Staff Nominee</i> Sinead Connolly, <i>Staff Nominee</i> Fiona Martin, <i>Parent Nominee</i> Auke Schots, <i>Parent Nominee</i>	Two Mile Community National School	Catherine Barry, <i>Staff Nominee</i> Pauline McCarthy, <i>Staff Nominee</i> Maire Walsh, <i>Parent Nominee</i> Cliff Fee, <i>Parent Nominee</i>	Gaelcholáiste Chiarraí	Olive Sharp, <i>Community/Other Nominee</i> Tommy Lyons, <i>Parents Nominee</i>	Kerry College of Further Education and Training	Alison O'Sullivan, <i>Learners Nominee</i>
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	<p>The key issue under consideration was the possible conflict of interest that could arise from any contractor/organisation who is in receipt of funds from Kerry ETB from a tender/competitive process, being a member of the Board or subcommittee of the Board. Good governance requires that where a possible conflict of interest arises, a Board or Committee member should take no part in any deliberation relating to the matter. It was noted that this is was important good governance consideration and may require amendment to the national terms of reference for Youth Work Committees.</p> <p>A further update will be provided at the next Board meeting.</p>											
<p>6.5</p>	<p>Section 45 Committees: Meeting Notes and Minutes The following Section 45 Committees’ meeting notes and minutes, as circulated with the agenda, were presented for noting by Ms Maria Brennan, Director of OS&D:</p> <table border="1" data-bbox="491 864 1477 1111"> <thead> <tr> <th>Section 45 Committee</th> <th>Document</th> <th>Date of Meeting</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Audit & Risk Committee</td> <td>Meeting Note</td> <td>11.10.23</td> </tr> <tr> <td>Minutes</td> <td>24.05.23</td> </tr> <tr> <td>Finance</td> <td>Minutes</td> <td>27.03.23</td> </tr> </tbody> </table> <p>The Board noted same.</p>	Section 45 Committee	Document	Date of Meeting	Audit & Risk Committee	Meeting Note	11.10.23	Minutes	24.05.23	Finance	Minutes	27.03.23
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<p>6.6</p>	<p>Partnership Schools’ Boards of Management: Minutes The following Partnership Schools’ Boards of Management minutes, as circulated with the agenda, were presented for noting.</p> <table border="1" data-bbox="616 1442 1350 1603"> <thead> <tr> <th>Partnership Schools</th> <th>Date of Meeting</th> </tr> </thead> <tbody> <tr> <td>Scoil Phobail Sliabh Luachra</td> <td>31.05.23</td> </tr> </tbody> </table> <p>The Board noted same.</p>	Partnership Schools	Date of Meeting	Scoil Phobail Sliabh Luachra	31.05.23							
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<p>6.7</p>	<p>Parliamentary Questions and Oireachtas Enquiries, Quarters 3, 2023 The Board acknowledged the receipt of a summary report on Parliamentary Questions (PQs) received by Kerry ETB in Quarter 3, 2023. This summary report was included in the November 2023 board pack.</p> <p>Kerry ETB received 1 PQ during this period.</p> <p>The Board Members noted this update.</p>
<p>6.8</p>	<p>Code of Conduct for Members of an ETB Board Board members were reminded that the Kerry ETB Code of Conduct for ETB Board Members plays a pivotal role within the organisation’s internal control framework. This document delineates the compliance and ethical standards that staff and Board members are expected to adhere to and offers guidance on addressing any concerns or inquiries that may arise.</p> <p>In situations where there is uncertainty about the integrity of a specific circumstance, members were encouraged to seek guidance and clarification from an Cathaoirleach of the Board.</p> <p>All members noted same.</p>
<p>6.9</p>	<p>Approval of Kerry ETB Board Meeting Schedule 2024 The Kerry ETB Board Meeting Schedule for 2024 was provided in the board pack for members' review. This schedule outlines the dates for the Board meetings in 2024.</p> <p>The current Board's term is scheduled to conclude on the date of the next post-election meeting in July 2024. The specific date of the post-election meeting will be determined based on the local elections in 2024, in accordance with the provisions of the ETB Act 2013, Section 31.</p> <p>It was noted that the inaugural meeting of the new Kerry ETB Board will take place on September 24th, 2023.</p> <p>Board members acknowledged receipt of the 2024 schedule.</p>

6.10	<p>ETBI Annual General Meeting</p> <p>The CE referenced correspondence from ETBI that had been issued to members addressing the need for five voting members from the Board of Kerry ETB to represent the organisation at the rescheduled Annual General Meeting of ETBI on November 28th, 2023. The meeting's agenda, as included below, was circulated in the board pack in advance of the meeting.</p> <p>The agenda for the meeting will include:</p> <ul style="list-style-type: none">• Review of Financial Statements to end of December 2022• Presentation of Annual Report 2021/22• Consideration of resolution to amend the rules of the association (Company Limited by Guarantee Structure) <p>The following members were proposed and agreed in accordance with Section 38 of the ETB Act, 2013, which allows for the authorisation of a member's attendance at conferences, seminars, meetings, or events.</p> <ul style="list-style-type: none">• Cllr Deirdre Ferris• Cllr Jim Finucane• Ms Joan McCrohan• Ms Maria O’Gorman• Mr Niall O’Callaghan <p style="text-align: center;">Proposed: Mr Joe Brennan Seconded: Cllr. Deirdre Ferris</p> <p>It was noted that the CEO will also be in attendance. A meeting of the ETBI Board will also take place beforehand.</p>
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11/2023/7	<p style="text-align: center;">EXECUTIVE UPDATES UASDÁTÚ ÓN BHFEIDHMEANNAS</p>
<p>7.1</p>	<p>Schools, Youth and Music Report The Schools, Youth, and Music Report, which had been circulated in advance of the meeting, was presented by the Director of SY&M, Ms Ann O’Dwyer, and was noted by the Board and taken as read. The report addressed the following topics:</p> <ul style="list-style-type: none"> • Response to Motions (Swimming and Driving Education) – as per Matters Arising Section 5.2 • Enrolment Numbers • Ukrainian Response • Schools/FET Synergies • Universal Design for Learning • Child Protection Annual Report 2022/2023 <p>The Board thanked the Director of SY&M for her update.</p>
<p>7.2</p>	<p>Further Education and Training Report The Further Education and Training Report was presented by the Director of FET, Mr Owen O’Donnell. The report addressed the following:</p> <ul style="list-style-type: none"> • FET (SOLAS) Budget 2023 Year to Date • FET Beneficiaries 2023 Year-to-Date • FET 2023 Devolved Capital • John Kelly Awards Excellence in Inclusive Education • Kerry ETB / Limerick Clare ETB Apprenticeship Awards <p>The Board Members thanked the Director of FET for his updates.</p>

<p>7.3</p>	<p>Organisation Support and Development Report</p> <p>The Organisation Support and Development Report, as circulated in advance of the meeting, was noted by the Board Members and taken as read. The report addressed the following:</p> <ul style="list-style-type: none"> • High Court Case – as per Matters Arising Section 5.3 • Governance, Compliance and Risk System • Internal Controls <p><u>High Court Summons</u></p> <p>Re this matter and further to the update provided at the September 2023 Board meeting, it was noted that matters are being progressed by Kerry ETB legal advisers’ MHC solicitors. The summons is specifically related to pension matters concerning staff who transferred to Kerry ETB from KDYS (Kerry Diocesan Youth Service) in 2018 and their pension entitlements. Kerry ETB is the second named defendant.</p> <p>The Board was advised that junior counsel and senior counsel are engaged, and the likely headings of charge and range of charges that may be incurred by counsel were outlined to the Board.</p> <p>A further update will be provided at the next meeting.</p> <p>The Board Members thanked the Director of OS&D for her report.</p>
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7.4	<p>Finance Report</p> <p>The Finance Report was presented by the Head of Finance, Mr Tommy Conroy. The report addressed the following:</p> <ul style="list-style-type: none"> • Legal Summons by Valley Healthcare Infrastructure Investment Fund ICAV (Head Office Service Charges) – Matters Arising 5.4 • Overdraft Proposal – Matters Arising 5.5 • SOLAS Funding 2023 – Matters Arising 5.6 • Schedule of Fees (Section 50 of the ETB Act, 2013) – Matters Arising 5.7 • Community National School Budgets <p><u>Overdraft Proposal – Matters Arising 5.5</u></p> <p>At the September 2023 Board meeting, the Board granted preliminary approval for the Executive to seek Department approval for a €2,000,000 overdraft in accordance with the provisions outlined in Section 49 of the ETB Act 2013 and Circular 0066/2014.</p> <p>Ministerial consent for this proposal was received on October 25th, 2023. With the Minister's approval secured, the Head of Finance informed the Board that it could now officially "accept the Chief Executive's proposal and proceed with borrowing to fulfil the functions of the Board," in accordance with the provisions of Circular 0066/2014.</p> <p>The Board's approval was sought in this regard, and the Board formally approved the establishment of a €2,000,000 overdraft as per the provisions of Circular 0066/2014 and ETB Act Section 49.</p> <p style="text-align: center;">Proposed: Cllr. Fionnán Fitzgerald Seconded: Ms Maria O'Gorman</p> <p><u>FET (SOLAS) Budget 2023 Year to Date – Matters Arising 5.6</u></p> <p>A comprehensive update on the 2023 SOLAS Funding Model was provided at the September 2023 meeting (<i>Ref: Kerry ETB Board meeting minutes September 26th, 2023</i>).</p> <p>As was addressed at the September meeting, the following was referenced:</p> <ul style="list-style-type: none"> • 2023 FAR 4 submission to SOLAS was c. €42,752,665 (this amount was reduced from the initial submission of €44,105,432) • 2023 SOLAS agreed funding allocation c. €43,264,872 (Q2,2023) <p>In a letter from SOLAS dated September 26th, 2023, addressing the 2023 funding position, ETBs were advised to continue to plan for expenditure and activity over the remainder of the year "without distorting the supply of FET</p>
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	<p>within their respective regions arising from demand-led pressures that would impact negatively on learners.”</p> <p>Since the last meeting, the Head of Finance advised that on October 20th, 2023, Kerry ETB submitted its Quarter 3 financial return to SOLAS. This return encompasses both the actual expenditures up to September 30th and the projected expenses for the remainder of the year, with a funding request of €44,954,288 included.</p> <p>The Director of FET reiterated to the Board that measures have been taken to ensure the ongoing focus of expenditure remains on front-line activities and the delivery of educational and training services to learners until the end of the year in the context of the budget shortfall (<i>Ref: Kerry ETB Board meeting minutes September 26th, 2023</i>).</p> <p>It was also noted that, to date, the ETB FET overall beneficiaries for 2023 are significantly ahead of overall target levels.</p> <p>A further update will be provided at the next meeting.</p> <p><u>Schedule of Fees (Section 50 of the ETB Act, 2013) – Matters Arising 5.7</u> The Head of Finance advised that a detailed report of Kerry ETB’s fees would be presented at the December 2023 meeting.</p> <p>The Board noted thanked the Head of Finance for his updates.</p>
7.5	<p>Corporate, Capital and Technology Report</p> <p>The Corporate, Capital and Technology Report, which had been circulated in advance of the meeting, was presented by the Head of CCT, Ms Aileen O’Connor. The report was noted by the Board and taken as read. The report addressed the following topics:</p> <ul style="list-style-type: none"> • Sustainability/ Climate Action Update • Health and Safety Update • Cyber Security Update <p>An Cathaoirleach thanked the Head of CCT for her updates.</p>

<p>7.6</p>	<p>Capital and Buildings Report</p> <p>The Capital and Buildings Report, which had been circulated in advance of the meeting, was presented by the Buildings Officer, Mr Pdraig O’Sullivan. The report was noted by the Board and taken as read. The report addressed the following topics:</p> <ul style="list-style-type: none"> • Kerry College Killarney Campus Building Project – Matters Arising Section 5.8 • Head Office Accommodation, Business Case Moyderwell Building – Matters Arising Section 5.9 • Scamps and Scholars Lease – Matters Arising Section 5.10 • Gaelcholáiste Chiarraí Campus Nua Conciliation Process • Stage 1 and 2B Preliminary Designs <p><u>Kerry College Killarney Campus Building Project – Matters Arising Section 5.8</u></p> <p>The Building Officer provided an update on the progress of the proposed Kerry College Killarney Campus project, which included a video presentation of the initial concept designs. Following the review of the video and some discussion, the Board commended the team for their innovative design. The initial concept designs were developed as part of the process for the submission of the Preliminary Business Case (PBC).</p> <p>Members of the Board were advised that Kerry ETB should have its Preliminary Business Case and Estates Strategy ready for submission to SOLAS within the next month. The revised date for submitting the PBC is January 12th 2024.</p> <p>As the work with the PBC is progressing, the need for further engagement with Kerry County Council re site acquisition was noted.</p> <p>The Board thanked the Buildings Officer for his comprehensive report.</p>
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7.7	<p>Chief Executive's Report</p> <p>As circulated with the agenda, the Chief Executive's Report was noted by the Board and taken as read. The report addressed the following:</p> <ul style="list-style-type: none">• Over the Water Sports Centre Company Limited by Guarantee• Schools' Voluntary Contributions/Fees (Section 50 of the ETB Act, 2013)• Tralee Regional Sports and Leisure Centre Company Limited by Guarantee• Strategy Statement Implementation• ETBI Conference: The ETB of the Future• ETBI: Notice of Annual General Meeting <p>Thanks were shared with the CE for his report.</p>
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11/2023/8	CORRESPONDENCE COMHFHREAGRAS
8.1	DE Correspondence: Noted as listed
8.2	DE Circular Letters: Noted as listed
8.3	DE Press Releases: Noted as listed
8.4	DFHERIS Correspondence: Noted as listed
8.5	DFHERIS Press Releases: Noted as listed
8.6	Department of Children, Equality, Disability, Integration and Youth Correspondence: Noted as listed
8.7	ETBI Correspondence Noted as listed
8.8	SOLAS Correspondence Noted as listed
8.9	Other Correspondence Noted as listed

11/2023/9	MEMBERS' BUSINESS GNÓ NA GCOMHALTAÍ
9.1	<p>Motions Presented By: Cllr. Deirdre Ferris</p> <p><i>Motion Text: Given that Kerry ETB hosted the Palestinian Ambassador, Dr Jilan Abdalmajid, last year, and a goal of ours is to establish educational links between the two countries, I believe that the Board should send its condolences to her following the deaths of seven of her own relations, as well as the deaths of over 10,000 of her fellow Palestinians in the current bombardment of Gaza.</i></p> <p>The Board supported issuing condolences to the Ambassador on the death of her relatives.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Marie Moloney</p>
11/2023/10	ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH
	<p>Next Kerry ETB Board Meeting: The date for the December 2023 Board meeting was noted as follows:</p> <div style="background-color: black; color: white; padding: 20px; text-align: center;"> <p>Date: Tuesday, December 5th, 2023</p> <p>Time: 04:15 pm</p> <p>Location: TO BE CONFIRMED</p> </div>

Sínithe/Signed: _____

Dáta/Date: _____

November 7th, 2023