

**Kerry Education and Training Board**  
***Bord Oideachais agus Oiliúna Chiarraí***

**Minutes** of Kerry Education and Training Board (Kerry ETB) meeting held via Video Conference on Tuesday February 23<sup>rd</sup> 2021.

**In Attendance:**

Cllr. Jim Finucane  
Cllr. Norma Moriarty  
Cllr. Michael Cahill  
Cllr. Fionnán Fitzgerald  
Cllr. Deirdre Ferris  
Mr. Noel Keenan  
Ms. Maria O’Gorman  
Mr. Tim Daly

Cllr. Terry O’Brien  
Cllr. Niall O’Callaghan  
Cllr. Johnnie Wall  
Cllr. Marie Moloney  
Cllr. Maura Healy-Rae  
Mr. Joe Brennan  
Ms. Joan McCrohan  
Ms. Catriona Kerin

Mr. Colm Mc Evoy, Chief Executive Officer (CEO), Ms. Maria Brennan, Director of Organisation Support and Development (OS&D), Mr. Owen O’Donnell, Director of Further Education and Training (FET), Ms. Ann O’Dwyer, Director of Schools, Youth and Music (SYM), Mr. Tommy Conroy, Finance Officer, Ms. Aileen O’Connor, Head of Corporate, Capital and Technology (CCT) Department, Ms. Betty Corkey, Head of Human Resources, Ms. Maryanne Lowney, Support to Directors of FET and SYM, Mr. Pdraig O’Sullivan, Buildings Officer, Ms. Patricia Tierney, Executive Support, Ms. Karen Griffin, Executive Support and Ms. Catherine Horgan, Executive Support were also in attendance.

**As per Section 1.18 of Circular Letter 0002/2019, the conflict of interest document was circulated electronically to be signed prior to the meeting to the Members (a copy of which is attached to the minutes). The Chairperson asked Board Members to verbally declare any conflicts of interest before commencing with the meeting – see Section 9.**

**Virtual Launch of inaugural Kerry Education and Training Board Sustainability Strategy 2020-2022 by Minister for Education, Norma Foley TD**

Prior to the commencement of the meeting, Board Members and Senior Executive Management were joined virtually by Members of the Kerry ETB Sustainability Strategy Implementation Group, comprised of staff members from across the organisation including the Sustainability Officer, for the launch of the inaugural Sustainability Strategy 2020-2022.

An Cathaoirleach, Cllr. Jim Finucane and CEO, Mr. Colm Mc Evoy welcomed everyone to the virtual launch and thanked the Members of the Sustainability Strategy Implementation Group for developing the ETB’s Sustainability Strategy 2020-2022.

Head of CCT Department, Ms. Aileen O’Connor gave a brief overview of the Sustainability Strategy 2020-2022, the process followed in the development of the Kerry ETB Sustainability Strategy and the agreed goals.

A video message from the Minister for Education, Ms. Norma Foley, TD to formally launch and support the Strategy was shown to all in attendance.

An Cathaoirleach thanked Minister Foley, on behalf of the Board, for virtually launching the Sustainability Strategy 2020-2022, the members of the Sustainability Strategy Implementation Group and all involved in the research and development of same.

02/2021/1	<b>APOLOGIES &amp; CONDOLENCES LEITHSCÉALTA AGUS COMHBHRÓN</b>
1.1	<p><b>Apologies/Leithscéalta:</b> There were no apologies for this meeting</p>
1.2	<p><b>Condolences/Comhbhrón:</b> An Cathaoirleach, Cllr. Jim Finucane expressed his sympathy and that of the Board to:</p> <ul style="list-style-type: none"> <li>➤ Ms. Nina Mansfield, Coláiste Gleann Lí, on the death of her Uncle, Mr. Kieran Lynch.</li> <li>➤ Ms. Josephine McGrath, Castleisland Community College, on the death of her Aunt, Ms. Mary Golt.</li> <li>➤ Ms. Marian Sugrue, Head Office and Ms. Linda Sugrue, Coláiste Gleann Lí, on the death of their Brother and Uncle, Mr. Stephen O’Callaghan.</li> <li>➤ Ms. Deirdre Fitzgerald, O’Connell Further Education and Training (FET) Centre, on the death of her Father, Mr. Patsy O’Shea.</li> <li>➤ Mr. Anthony Fealy, Killarney Youthreach, on the death of his Grandad, Mr. Joseph O’Hara.</li> <li>➤ Mr. Mark Deely, Tralee Youthreach, on the death of his Father-in-Law, Mr. Gerry Byrne.</li> <li>➤ Ms. Marjorie Cunningham, An Tóchar FET Centre, on the death of her Mother, Ms. Maureen Cunningham.</li> <li>➤ Ms. Sheila McCarthy, Killorglin Community College, on the death of her Brother, Mr. Johnny O’Sullivan.</li> <li>➤ Ms. Sheila McCarthy, Killorglin Community College, on the death of her Aunt, Ms. Mary O’Sullivan.</li> <li>➤ Mr. Gavin Quinlivan, Killorglin Community College, on the death of his Father-in-Law, Mr. Batt McElligott.</li> <li>➤ Mr. Tim Murphy, Cathaoirleach of Kerry GAA, on the death of his Mother, Ms. Eileen Murphy.</li> <li>➤ Ms. Ellen Grogan, Tahilla Community National School, on the death of her Mother, Ms. Sheila Grogan.</li> <li>➤ Ms. Sinead O’Sullivan, Head Office, on the death of her Grandfather, Mr. Sylvester O’Sullivan.</li> <li>➤ Ms. Breda O’Carroll, Tralee VTOS, on the death of her Aunt, Ms. Marie O’Driscoll.</li> </ul>
02/2021/2	<b>CONGRATULATIONS COMHGHAIRDEAS</b>
2.1	<p><b>Congratulations/Comhghairdeas:</b> Congratulations:</p> <ul style="list-style-type: none"> <li>➤ To “The Connected Four” from Killarney Community College on their excellent pitch to the Young Social Innovators #The Den Regional Panel.</li> </ul>

	<p>They will be receiving funding and mentoring towards their project on the false perceptions of Autism, ADHD, Dyslexia and Dyspraxia.</p> <ul style="list-style-type: none"> <li>➤ To Leaving Certificate students Lauren Victor and Natasha Myers, Killorglin Community College who have been awarded the prestigious Gaisce Gold for completing their activities.</li> <li>➤ To Sarah Kelliher, FET Tutor, who has been involved in co-authoring a publication entitled 'Inclusion from the Inside Out, A Handbook for Parents, Early Childhood, Primary, Post-Primary and Special School Settings', which is due for publication in the coming weeks.</li> </ul>
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<b>02/2021/3</b>	<b>MINUTES OF LAST BOARD MEETING - FOR ADOPTION MIONTUAIRISCÍ ÓN gCRUINNIÚ DEIREANACH BOIRD - LE GLACADH</b>
<b>3.1</b>	<p>The minutes of the Kerry ETB meeting held on January 26<sup>th</sup> 2021 were adopted and signed.</p> <p style="text-align: center;"><b>Proposed: Cllr. Niall O'Callaghan</b> <b>Seconded: Cllr. Norma Moriarty</b></p>

<b>02/2021/4</b>	<b>MATTERS ARISING FROM MINUTES AG ÉIRÍ AS NA MIONTUAIRISCÍ</b>
<b>4.1</b>	<p><b>Gaelcholáiste Nua School Building Project Update</b></p> <p>An update was provided by the Buildings Officer, Mr. Pdraig O'Sullivan that addressed the following:</p> <ul style="list-style-type: none"> <li>➤ On January 14<sup>th</sup> 2021 Kerry ETB received formal approval from the Department of Education (DoE) to proceed with issuing the "Letter of Intent" to the successful Main Contractor.</li> <li>➤ On January 15<sup>th</sup> 2021 Kerry ETB issued the "Letters of Intent" &amp; "Letters of Regret" to the 5 No. Main Contractors.</li> <li>➤ The Standstill period for the Main Contractor tender competition ended at midnight on 31<sup>st</sup> January 2021 (no challenges were received).</li> <li>➤ The tender deadline for the Mechanical &amp; Electrical (M&amp;E) Reserved Specialist concluded on January 29<sup>th</sup> 2021.</li> <li>➤ Kerry ETB received 2 No Submissions for Electrical Reserved Specialist and 1 No. Submission for Mechanical Reserved Specialist.</li> <li>➤ Kerry ETB on February 10<sup>th</sup> 2021 received the supplementary Tender Report from the Design Team Lead Oppermann Associates, which included a schedule of the adjustments to the Notional Tender Sum for Reserved Specialists for Gaelcholáiste Chiarraí Nua.</li> </ul>

- Kerry ETB in a letter dated February 12<sup>th</sup> 2021 to the DoE Principal Officer sought approval from the DoE to issue “Letters of Intent” and “Letters of Regret” to the M&E Reserved Specialist tenderers.
- A standstill period of 16 calendar days will apply following the issue of the ‘Letters of Intent’ and ‘Letters of Regret’ to the M&E Reserved Specialists.
- The Stage 3 Final Report will issue to the DoE following completion of the pre-contract meeting and standstill period and a request for final approval from the DoE to issue the Letter of Acceptance to Vision Contracting Ltd. The Stage 3 Final Report will include the revised contract sum adjusted for the Standing Conciliator.
- Kerry ETB are liaising with the Design Team with regards to the appointment of a Standing Conciliator and Project Board as per Dispute Management Procedures for Public Works Contracts in Ireland. A PWCF1 - Public Works Contract for Building Works Designed by The Employer will be required.
- Kerry ETB have received feedback and advice from MRW Solicitors in relation to this contract and in respect of the Dispute Management Procedure.
- A pre commencement archaeological survey is to be carried out across the undisturbed part of the development site, as per planning condition No.2. Alison McQueen & Associates is scheduled to undertake the assessment for Kerry ETB.
- Kerry ETB have issued a tender for Project Management Services to the DoE’s newly-formed framework for Project Managers. The appointed Project Manager will aid Kerry ETB with the delivery of Stage 4 – Construction of this project.
- Kerry ETB are liaising with Kerry County Council regarding the possibility of facilitating temporary access across the top of the Gaelcholáiste Chiarraí construction site to provide access for the construction of apartments to the rear of St. Brigid's Community Centre. Kerry ETB understands that Kerry County Council expect to commence on site in March 2022.

In addition, it was noted that the construction of the Gaelcholáiste Nua School Building is designated as an essential educational facility by the DoE and can proceed to construction at this time in line with current Government policy and Public Health Measures for COVID-19. (Statutory Instrument 4 of 2021 (Health Act 1947 (Section 31A - Temporary Restrictions) (Covid-19) (No. 10) (Amendment) Regulations 2021)).

Kerry ETB are engaging with the Minister for Education in relation to scheduling a date for sod turning on site, the provisional date is Monday March 29<sup>th</sup> 2021, subject to COVID-19 restrictions and public health advice. The agreed date will be confirmed closer to the time and will be dependent on the level of pandemic restrictions in place and public health advice at that time.

	The Board welcomed this comprehensive update.
4.2	<p><b>Listowel School Accommodation Update</b></p> <p>An update was provided by the Buildings Officer, Mr. Padraig O’Sullivan that addressed the following:</p> <ul style="list-style-type: none"> <li>➤ It is anticipated that 2 No Prefab Units will be installed over the coming weeks and are intended to be operational by Easter 2021. The delay is due to the significant demand for prefabricated classrooms at present, as well as some delays by EIR in relocating a telecoms pole on site.</li> <li>➤ Kerry ETB are reverting to the DoE seeking an increase in funding to cover the cost of alterations to the prefabs necessary to obtain the required Fire Safety Certificate.</li> <li>➤ Design works are underway in relation to two projects to be undertaken under the Emergency Works Scheme at the school during Summer 2021. This will represent an investment of c.€180,000 for the school.</li> </ul> <p>In addition, matters re the proposed purchase of the Listowel Building (Unit 1 Listowel Business Development Centre, Listowel Business Park, Listowel Co. Kerry, V31 PC79) are addressed under section 4.8.</p> <p>The Board noted this update.</p>
4.3	<p><b>Listellick National School Building Project Update</b></p> <p>An update was provided by the Buildings Officer, Mr. Padraig O’Sullivan that addressed the following:</p> <ul style="list-style-type: none"> <li>➤ On January 20<sup>th</sup> 2021 Kerry ETB received approval from the DoE to commence tendering for the project.</li> <li>➤ On January 22<sup>nd</sup> 2021 Kerry ETB received formal approval from the DoE for the appointment of a full time Clerk of Works for the site during construction.</li> <li>➤ Kerry ETB have instructed the Design Team to commence revising tender documentation prior to issuing the project to tender. Changes are necessary due to the introduction of the Design Note on "Energy Conservation and M&amp;E Services".</li> <li>➤ This design note includes changes and upgrades to the specification of M&amp;E Installations on new build projects.</li> <li>➤ It is anticipated the tender will be published by the week of February 22<sup>nd</sup> 2021 and will be published for a four-week period.</li> <li>➤ Following receipt of tender responses, the Design Team Lead (Oppermann Associates) will prepare a Stage 3 Tender Report recommending the appointment of the main contractor.</li> <li>➤ Kerry ETB, following completion of the Tender will then issue the tender report to the DoE to commence the appointment process for main Contractor.</li> </ul>

	<p>➤ Based on current project timelines Kerry ETB expect to commence on site in June 2021.</p> <p>The School Principal is being kept up to date re these matters.</p> <p>The Board welcomed this update.</p>
<p><b>4.4</b></p>	<p><b>Killorglin Community College Proposal Update</b></p> <p>An update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan that addressed the following:</p> <ul style="list-style-type: none"> <li>➤ Kerry ETB awaits DoE approval to finalize the proposed lease between Kerry ETB and Killorglin Sports and Leisure Company Limited by Guarantee. The application was submitted on August 19<sup>th</sup> 2020 to the DoE's Property Management Section.</li> <li>➤ DoE have advised that they have a number of queries and Kerry ETB awaits receipt of these.</li> <li>➤ The lease with Killorglin Sports and Leisure Company Limited by Guarantee, is for a term of 63 years from December 1<sup>st</sup> 2019 (the remaining term of the original 99-year lease, dated March 1<sup>st</sup> 1983).</li> </ul> <p>The Board noted this update.</p>
<p><b>4.5</b></p>	<p><b>Anaerobic Digestion Facility – Planning Appeal Update</b></p> <p>An update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan that addressed the following:</p> <ul style="list-style-type: none"> <li>➤ On December 18<sup>th</sup> 2020, Kerry ETB received notice from Kerry County Council of grant of planning in respect of this development, this grant letter was subject to a four-week appeal period with An Bord Pleanála, ending January 21<sup>st</sup> 2021.</li> <li>➤ The Causeway Comprehensive School Board of Management at their meeting on January 18<sup>th</sup> 2021, recommended that Kerry ETB proceed with lodging an appeal to An Bord Pleanála.</li> <li>➤ Following consultation with Atkins Engineering and Coakley O’Neill Planning, an appeal was prepared and was sent by overnight courier to An Bord Pleanála on January 20<sup>th</sup> 2021.</li> <li>➤ Kerry ETB were informed by the courier company (UPS/Nightline) of a delay attributed to Covid-19 and the appeal was not submitted to An Bord Pleanála until January 22<sup>nd</sup> 2021.</li> <li>➤ An Bord Pleanála, in a letter received on February 1<sup>st</sup> 2021, advised that Kerry ETB’s appeal had been invalidated as it was received after the deadline of January 21<sup>st</sup> 2021.</li> <li>➤ The letter from An Bord Pleanála also advised that an appeal, as a form of observation, could be submitted on other active appeals.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Kerry ETB re-issued the planning appeal as an observation on February 3<sup>rd</sup> 2021.</li> <li>➤ The points raised by Kerry ETB in the observation will be taken into full consideration by An Bord Pleanála when assessing the file.</li> <li>➤ Kerry ETB on February 9<sup>th</sup> 2021 received confirmation of a valid submission from An Bord Pleanála.</li> <li>➤ From review of An Bord Pleanála's website it appears the decision on the planning application is due on May 17<sup>th</sup> 2021.</li> </ul> <p>The Board noted this update.</p>
<p><b>4.6</b></p>	<p><b>Kerry Diocesan Youth Service (KDYS) and Kerry ETB Mediation Update</b></p> <p>An update was provided by the CEO that addressed the following</p> <ul style="list-style-type: none"> <li>➤ Correspondence issued to the Solicitors representing Kerry Diocesan Youth Service (KDYS) on Wednesday, January 27<sup>th</sup> 2021 by Kerry ETB Solicitors, Mason Hayes and Curran (MHC), seeking a reply by 4.00pm on Friday, January 29<sup>th</sup> 2021.</li> <li>➤ A further correspondence issued to the KDYS Solicitors on Monday, February 1<sup>st</sup> 2021 reiterating the request for a reply and extending the closing date for receipt of correspondence to 4:00pm on Thursday, February 4<sup>th</sup> 2021.</li> <li>➤ No formal reply was received from KDYS Solicitors on February 4<sup>th</sup> 2021 or subsequently.</li> <li>➤ Letter issued to the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) on February 9<sup>th</sup> 2021 requesting the Department to examine options for funding KDYS, in respect of youth funding, independent of Kerry ETB from January 1<sup>st</sup> 2022.</li> </ul> <p>As addressed at the January Board 26<sup>th</sup> 2021 Board meeting, the ETB will continue to engage with and fund KDYS for all of 2021 unless the Department advises otherwise.</p> <p>Further updates will be brought to the Board when available.</p> <p>The Board noted this update.</p>
<p><b>4.7</b></p>	<p><b>Head Office Rent Review update</b></p> <p>The Finance Officer, Mr. Tommy Conroy provided the following update:</p> <ul style="list-style-type: none"> <li>➤ Meeting took place with the Landlord's Representatives on February 17<sup>th</sup> 2021.</li> <li>➤ Further information requested, by the Landlord's representative, as to the level of expenditure undertaken by Kerry ETB on the premises.</li> <li>➤ Follow up correspondence to issue week ending February 26<sup>th</sup> 2021.</li> </ul> <p>Progress to date in addressing this matter was noted by the Board.</p>

	<p>In response to proposal made by Cllr. Johnnie Wall, re. the need to have the building's windows cleaned regularly, the matter was raised with the Landlord who advised that the windows would be cleaned once permitted under COVID-19 restrictions.</p> <p>The Board welcomed this update.</p>
4.8	<p><b>Block F Industrial Unit (Ansaldo Building), Monavalley Industrial Estate Sale Update</b></p> <p>An update was provided by the Buildings Officer, Mr. Padraig O'Sullivan as follows:</p> <ul style="list-style-type: none"> <li>➤ The proposal re the purchase of Block F, Monavalley Business Park, Tralee and Unit 1, Listowel Business Development Centre, Listowel is important for the strategic development of the Kerry College, Monavalley Campus.</li> <li>➤ As advised at the January 26<sup>th</sup> 2021 Board meeting, Kerry ETB submitted on January 13<sup>th</sup> 2021, using the SOLAS property acquisition templates, two business cases proposing the purchase of: <ul style="list-style-type: none"> <li>➤ <i>Block F (Ansaldo Building), Monavalley Business Park, Tralee, Co. Kerry, V92 YT5F</i></li> <li>➤ <i>Unit 1 Listowel Business Development Centre, Listowel Business Park, Listowel Co. Kerry, V31 PC79</i></li> </ul> </li> <li>➤ A further addendum to the business cases were submitted to SOLAS on February 5<sup>th</sup> 2021 in response to an email request for additional information received on January 31<sup>st</sup> 2021 from SOLAS.</li> <li>➤ Submissions were presented to the Board of SOLAS at their Board meeting on February 11<sup>th</sup> 2021. Feedback was very positive and SOLAS approved the proposal to purchase both buildings. Matters are now referred to the DoE for next steps in the process.</li> <li>➤ Kerry ETB were advised that a DoE meeting is due to take place on February 24<sup>th</sup> 2021. In addition it was noted that matters <u>cannot be concluded</u> without DoE approval (letter from SOLAS dated February 25<sup>th</sup>, 2021).</li> <li>➤ Additional information re possible fit-out costs etc. were provided to SOLAS on February 17<sup>th</sup> 2021.</li> </ul> <p>The CEO advised, the Board, that Kerry ETB had been informed that an offer on the property in Monavalley had been made by another party.</p> <p>It was noted that Kerry ETB as a public body must comply with the appropriate process and associated timelines as set out by SOLAS and the Department for any purchase and Shannon Commercial Properties (SCP) have been advised in this regard.</p> <p>A further update will be given at the next meeting of the Board.</p> <p>The Board welcomed this update.</p>

4.9	<p><b>Request for integration of Urban Landscape Cloonmore, Tralee (John Phelan Architect) Update</b></p> <p>An update was provided by the Head of CCT, Ms. Aileen O'Connor and Buildings Officer, Mr. Pdraig O'Sullivan as follows:</p> <ul style="list-style-type: none"> <li>➤ As addressed at the January 26<sup>th</sup> 2021 Board meeting, Kerry ETB received a letter and concept drawings from John Phelan Architects, on January 11<sup>th</sup> 2021, in relation to a proposed development on a site adjacent to Kerry ETB lands at Cloonmore Tralee (site of Gaelcholáiste Chiarraí Nua).</li> </ul> <p>The letter received from John Phelan Architects on January 11<sup>th</sup> 2021 requested consent for the following:</p> <ul style="list-style-type: none"> <li>➤ Consent from Kerry ETB to link in with the proposed public road to facilitate access to the proposed housing development.</li> </ul> <p>The drawings depicted the following requirements:</p> <ul style="list-style-type: none"> <li>➤ To re-align Kerry ETB's boundary to the north of the school site, in order to facilitate car parking and access road to serve the proposed housing development.</li> </ul> <p>At the January 26<sup>th</sup> ETB Board Meeting, the Board decided not to approve the proposal submitted by John Phelan Architects. The basis for this decision was:</p> <ul style="list-style-type: none"> <li>➤ The access road in question is ultimately to be "taken in charge" by Kerry County Council. Kerry ETB is contractually obliged to transfer ownership of the "as constructed" roads, footpaths and turning points back to Kerry County Council once constructed.</li> <li>➤ The site was provided by Kerry County Council solely for the provision of a school and Kerry ETB is legally bound by a covenant on title to use the entire property exclusively for Kerry ETB's statutory purposes.</li> </ul> <p>By letter of February 2<sup>nd</sup> 2021 this decision was communicated Mr. Phelan.</p> <p>The Buildings Officer advised that an email response was received from Mr. Phelan, on February 3<sup>rd</sup> 2021, requesting Kerry ETB issue a revised letter omitting the last paragraph to the letter issued by Kerry ETB, advising Mr. Phelan that Kerry ETB would not be in a position to transfer ownership of any portion of this property by way of boundary realignment or otherwise. On February 2<sup>nd</sup> 2021 as Mr. Phelan advised that he would re-submit the drawings which would not have any impingement on Kerry ETB's boundary.</p> <p>Kerry ETB advised Mr. Phelan by email, on February 12<sup>th</sup> 2021, that the position as outlined in the letter from Kerry ETB dated February 2<sup>nd</sup> 2021 still applied as it was based on a full assessment of the initial proposal, however should a new submission be made, it would be reviewed and brought to the attention of the ETB Board.</p> <p>The Board noted this update.</p>
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4.10	<p><b>Causeway Comprehensive School Land Swap Proposal Update</b></p> <p>An update was provided by the Buildings Officer, Mr. Pádraig O’Sullivan as follows:</p> <ul style="list-style-type: none"> <li>➤ Following the decision taken at the ETB Board meeting on January 26<sup>th</sup> 2021, Kerry ETB in a letter to the DoE requested final approval to proceed with the proposed land swap.</li> <li>➤ It is understood the matter will be addressed at the upcoming DoE "Property Oversight Group" meeting at the end of February.</li> </ul> <p>This update was noted.</p>
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02/2021/5	<p><b>EDUCATION AND TRAINING TOPICS FOR DISCUSSION</b>  <b>ÁBHAIR OIDEACHAS AGUS OILIÚINT LE PLÉ</b></p>
	<p><b>COVID-19 Update</b></p> <p>Updates were provided by the Director of Schools, Youth &amp; Music (SYM) and the Director of Further Education &amp; Training (FET) addressing COVID-19 related matters, the reopening of schools/colleges/centres following the latest government announcements etc.</p> <p>An Cathaoirleach thanked the Director of SYM, Ms. Ann O’Dwyer and the Director of FET, Mr. Owen O’Donnell on behalf of the Board for their updates.</p> <p>Board Member, Mr. Tim Daly asked about the wellbeing resources currently in place across the organisation for staff, learners and students. The Director of OS&amp;D, Ms. Maria Brennan advised that there is an Employee Assistance Service in place for many years which is available to all staff, regular updates regarding new content and resources have been circulated to staff during the pandemic. Also, two telephone numbers for Employee Assistance Service, teaching staff and support staff, are circulated regularly to all staff.</p> <p>The Director of FET, Mr. Owen O’Donnell advised that support services were in place for Learners across the FET provision.</p> <p>The Director of SYM advised that supports were available to staff while remote learning is in place. In all schools supports are being co-ordinated for the students and staff for their return to school.</p> <p>An Cathaoirleach thanked the Senior Management for their updates.</p>

02/2021/6	<b>GOVERNANCE RIALACHAS</b>
6.1	<p><b>Risk Management</b> The Director of Organisation Support and Development, Ms. Maria Brennan provided an update on Risk Management and advised the following:</p> <p><b>Risk Management Framework</b></p> <ul style="list-style-type: none"> <li>➤ Director of SYM and FET, along with Heads of Department are in the process of updating their risk registers aligned to their strategic objectives for 2021.</li> </ul> <p>The Director of OS&amp;D addressed Risk 4 on the register and this was noted by the Board.</p> <p><b>Ethics in Public Office</b> The Director of OS&amp;D highlighted the following requirements to the Board:</p> <ul style="list-style-type: none"> <li>➤ Annual Statement of Interests - where a person (or his/her spouse, civil partner, child or the person or child of his/her spouse) has a registrable interest which could materially influence the person in or in relation to the performance of the functions of the directorship of Kerry ETB, it is a statutory requirement and responsibility to complete the Statement of Interests, as relevant.</li> <li>➤ Where a person does not have such an interest to disclose, that individual should complete the Statement of Nil Interests.</li> <li>➤ Forms issued directly to Board Member's email address for completion.</li> <li>➤ Completed signed statements (for 2020) were due to be returned 27<sup>th</sup> January 2021.</li> <li>➤ Good progress was reported with completion of the 2020 statements, currently just three returns remaining outstanding.</li> </ul> <p>This update was noted by the Board.</p>
6.2	<p><b>Minutes of School Boards of Management (BOM) Meetings</b> Minutes of the following Board of Management meetings were noted and formally approved by the Board:</p> <ul style="list-style-type: none"> <li>➤ <b>Castleisland Community College</b> <ul style="list-style-type: none"> <li>➤ Board of Management Meeting on November 19<sup>th</sup> 2020</li> </ul> </li> <li>➤ <b>Coláiste na Ríochta</b> <ul style="list-style-type: none"> <li>➤ Board of Management Meeting on October 5<sup>th</sup> 2020</li> </ul> </li> <li>➤ <b>Two Mile Community National School</b> <ul style="list-style-type: none"> <li>➤ Board of Management Meeting on November 16<sup>th</sup> 2020</li> </ul> </li> <li>➤ <b>Scoil an Ghleanna</b> <ul style="list-style-type: none"> <li>➤ Board of Management Meeting on November 18<sup>th</sup> 2020</li> </ul> </li> </ul> <p style="text-align: right;"><b>Proposed: Cllr. Terry O'Brien</b></p>

	<b>Seconded: Cllr. Deirdre Ferris</b>										
<b>6.3</b>	<p><b>Minutes of FET Governance Boards Meetings</b> Minutes of the following Governance Board meetings were noted and formally approved by the Board:</p> <ul style="list-style-type: none"> <li>➤ <b>Youthreach</b> <ul style="list-style-type: none"> <li>➤ Governance Board Meeting on October 22<sup>nd</sup> 2020</li> </ul> </li> <li>➤ <b>FET Centre</b> <ul style="list-style-type: none"> <li>➤ Governance Board Meeting on November 18<sup>th</sup> 2020</li> </ul> </li> </ul> <p style="text-align: center;"><b>Proposed: Cllr. Terry O'Brien</b> <b>Seconded: Mr. Noel Keenan</b></p>										
<b>6.4</b>	<p><b>Minutes of the Youth Work Committee</b> There were no minutes for approval at this meeting.</p>										
<b>6.5</b>	<p><b>Minutes of Partnership School BOM Meetings</b> There were no minutes for noting at this meeting.</p>										
<b>6.6</b>	<p><b>Kerry ETB Policies for Approval</b> There were no policies for approval at this meeting.</p>										
<b>6.7</b>	<p><b>Health &amp; Safety Matters Update</b> The Head of CCT Department, Ms. Aileen O'Connor provided an update addressing the following;</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #800040; color: white;">Activity</th> <th style="background-color: #800040; color: white;">Update</th> </tr> </thead> <tbody> <tr> <td style="background-color: #800040; color: white;"><b>Central Safety Policies</b></td> <td>➤ Emergency lighting and electrical installation policies drafted and sent to the Director of OS&amp;D for review.</td> </tr> <tr> <td style="background-color: #800040; color: white;"><b>COVID-19 Measures</b></td> <td> <ul style="list-style-type: none"> <li>➤ All risk assessments have been revised to take into account current Level 5 restrictions.</li> <li>➤ Kerry ETB COVID Response team monitors the Department of Education updates and guidance.</li> <li>➤ Additional PPE stocks are being ordered by schools and centres in preparation for opening.</li> <li>➤ COVID induction has been updated – all returning staff will complete again as a refresher.</li> </ul> </td> </tr> <tr> <td style="background-color: #800040; color: white;"><b>Risk Assessment Program</b></td> <td> <ul style="list-style-type: none"> <li>➤ Review of risk assessments progressing online by meeting with schools and centres via MS Teams.</li> <li>➤ Review of COVID-19 risk assessments is also taking place.</li> </ul> </td> </tr> <tr> <td style="background-color: #800040; color: white;"><b>Safety Committee</b></td> <td>➤ Next meeting to take place on the 16<sup>th</sup> March 2021</td> </tr> </tbody> </table>	Activity	Update	<b>Central Safety Policies</b>	➤ Emergency lighting and electrical installation policies drafted and sent to the Director of OS&D for review.	<b>COVID-19 Measures</b>	<ul style="list-style-type: none"> <li>➤ All risk assessments have been revised to take into account current Level 5 restrictions.</li> <li>➤ Kerry ETB COVID Response team monitors the Department of Education updates and guidance.</li> <li>➤ Additional PPE stocks are being ordered by schools and centres in preparation for opening.</li> <li>➤ COVID induction has been updated – all returning staff will complete again as a refresher.</li> </ul>	<b>Risk Assessment Program</b>	<ul style="list-style-type: none"> <li>➤ Review of risk assessments progressing online by meeting with schools and centres via MS Teams.</li> <li>➤ Review of COVID-19 risk assessments is also taking place.</li> </ul>	<b>Safety Committee</b>	➤ Next meeting to take place on the 16 <sup>th</sup> March 2021
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6.8	<p><b>Kerry ETB Committees under Section 44 of the ETB Act 2013 – Appointments and Vacancies</b></p> <p>The following Board of Management (BOM) Appointments were made by the Board:</p> <table border="1"> <tr> <td data-bbox="632 645 986 703">Board Member Vacancies</td> <td data-bbox="986 645 1342 703">Nominee</td> </tr> <tr> <td data-bbox="632 703 986 761">Coláiste na Ríochta</td> <td data-bbox="986 703 1342 761">Deferred</td> </tr> <tr> <td data-bbox="632 761 986 819">Youthreach BOM</td> <td data-bbox="986 761 1342 819">Cllr. Deirdre Ferris</td> </tr> </table> <p style="text-align: center;"><b>Proposed: Cllr. Terry O'Brien</b> <b>Seconded: Cllr. Jim Finucane</b></p> <table border="1"> <tr> <td data-bbox="509 981 922 1039">Board Member Vacancies</td> <td data-bbox="922 981 1114 1039">Nominee</td> <td data-bbox="1114 981 1463 1039"></td> </tr> <tr> <td data-bbox="509 1039 922 1106">FET Centre Governance Board</td> <td data-bbox="922 1039 1114 1106">Luke Wilson</td> <td data-bbox="1114 1039 1463 1106">Learner Nominee (Male)</td> </tr> </table> <p style="text-align: center;"><b>Proposed: Mr. Noel Keenan</b> <b>Seconded: Cllr. Deirdre Ferris</b></p> <p>The proposed change in structure of the Kerry College Governance Board was deferred pending further clarification.</p> <p>The following vacancies are still outstanding:</p> <table border="1"> <tr> <td data-bbox="616 1420 922 1478"><b>Vacancies</b></td> <td data-bbox="922 1420 1358 1478"><b>Nominee Category</b></td> </tr> <tr> <td data-bbox="616 1478 922 1545">Youth Work Committee</td> <td data-bbox="922 1478 1358 1545">Statutory Sector Nominee</td> </tr> <tr> <td data-bbox="616 1545 922 1612">Youthreach BOM</td> <td data-bbox="922 1545 1358 1612">Parent/Guardian Nominee (male)</td> </tr> </table> <p>The Board noted this update.</p>	Board Member Vacancies	Nominee	Coláiste na Ríochta	Deferred	Youthreach BOM	Cllr. Deirdre Ferris	Board Member Vacancies	Nominee		FET Centre Governance Board	Luke Wilson	Learner Nominee (Male)	<b>Vacancies</b>	<b>Nominee Category</b>	Youth Work Committee	Statutory Sector Nominee	Youthreach BOM	Parent/Guardian Nominee (male)
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6.9	<p><b>Board of Management Appointments – Tarbert Comprehensive School</b></p> <p>The Board in addressing the appointment of two Kerry ETB representatives to the BOM of Tarbert Comprehensive School for the 5-year term of the next BOM – 12<sup>th</sup> April 2021 to April 2026, approved the following:</p> <p>➤ <b>CEO Nominee:</b> Stephen Goulding</p>																		

	<p>➤ <b>Board Nominee:</b> Maria O’Gorman</p> <p style="text-align: center;"><b>Proposed: Mr. Noel Keenan</b> <b>Seconded: Cllr. Deirdre Ferris</b></p>
<p><b>6.10</b></p>	<p><b>ETB Board Self-Assessment 2020 as per Code of Practice for the Governance of ETB’s (CL0002/2019) Update</b></p> <p>The Director of OS&amp;D, Ms. Maria Brennan provided the following update:</p> <ul style="list-style-type: none"> <li>➤ Special meeting of the ETB Board to be called to discuss the findings as per the ETB Board Self-Assessment Evaluation 2020 (report circulated).</li> <li>➤ An Cathaoirleach to lead a discussion re the role of the Board, etc.</li> <li>➤ Date for Special meeting will be in April or May with the date and time to be agreed,</li> <li>➤ Meeting duration is expected to be c. one hour.</li> <li>➤ The importance of Members engagement with this process was reemphasised in line with the provision made in the CL0002/2019.</li> </ul> <p>The Board agreed a Special meeting should be arranged for April or May 2021. A notification of the meeting date and time will be circulated to Board Members.</p>
<p><b>6.11</b></p>	<p><b>Annual Service Plan 2021 as per Section 47(3) of the ETB Act 2013</b></p> <p>As per the provisions of the Education and Training Board Act 2013 (ETB Act 2013), Section 47 , the Annual Service Plan 2021, as circulated to the Board with the Agenda, was presented for adoption by the Board:</p> <ul style="list-style-type: none"> <li>➤ The Service Plan sets out the services the Board proposed to provide in 2021 and the planned income and expenditure of the Board for 2021.</li> </ul> <p>The Service Plan 2021 was reviewed by the Finance Committee on the 17<sup>th</sup> February, 2021 who have recommended it to the Board for adoption.</p> <p>As per Section 47(3) of the ETB Act 2013 the Service Plan for 2021 is presented for adoption by the Board..</p> <p>The Director of OS&amp;D, Ms. Maria Brennan also advised Board Members of an additional page that will be included in the Service Plan 2021 (under the Evaluation of Non-Core Services as per Circular Letter 0003/2019) re the Music Generation, Local Creative Youth Partnership and Wellbeing Kerry services.</p> <p>As per the provisions of the Education and Training Board Act 2013 (ETB Act 2013), Section 47(3), the Board formally adopted the Annual Service Plan 2021.</p> <p style="text-align: center;"><b>Proposed: Cllr. Deirdre Ferris</b> <b>Seconded: Mr. Noel Keenan</b></p>

6.12	<p><b>An Coinisinéir Teanga – Faireachán ar chur i bhfeidhm gealltanais bhur scéim teanga (The Language Commissioner – Audit on the Implementation of the commitments in your Language Scheme)</b></p> <p>The CEO advised of the following update:</p> <ul style="list-style-type: none"> <li>➤ An Irish Language Compliance Audit has been carried out on the ETB by the Language Commissioner.</li> <li>➤ The final Audit Report was received on February 18<sup>th</sup> 2021 from the Commissioner and Kerry ETB has been granted an overall rating of Grade 1 - fully compliant.</li> </ul> <p>The Board welcomed this update and an Cathaoirleach thanked all involved noting the work of Irish Officer, Ms. Aoife Chonchúir and Marketing and Communications Officer, Ms. Marion O’Toole, with this Audit process.</p>										
6.13	<p><b>ETB Board Vacancies Staff Representative as per Section 37 of the ETB Act Update, Circular Letter 0079/2020</b></p> <p>The Director of OS&amp;D, Ms. Maria Brennan provided the following update:</p> <ul style="list-style-type: none"> <li>➤ Final Register of Electors established.</li> <li>➤ Notice of Election issued to all staff.</li> <li>➤ As previously advised, based on the timeline indicated by the Circular Letter, a Female Staff Representative should be in place by either the March or April 2021 Board Meeting.</li> </ul> <p>The Board noted this update.</p>										
6.14	<p><b>Pobalscoil Chorca Dhuibhne – Full Board of Management (BOM) Appointment’s list for signature by CEO</b></p> <p>The CEO advised that a letter and list of recent Board appointments has been received from Pobalscoil Chorca Dhuibhne for signature. Under the terms of the Partnership agreement with Pobalscoil Chorca Dhuibhne, appointments to their BOM must be ratified by the ETB. The following appointments were ratified by the ETB Board at the October 27<sup>th</sup> 2020 Meeting.</p> <table border="1" data-bbox="662 1585 1310 1951"> <thead> <tr> <th data-bbox="662 1585 1007 1682">Name</th> <th data-bbox="1007 1585 1310 1682">Nomination Category</th> </tr> </thead> <tbody> <tr> <td data-bbox="662 1682 1007 1749">Brid Ní Lúing</td> <td data-bbox="1007 1682 1310 1749">Presentation/CEIST</td> </tr> <tr> <td data-bbox="662 1749 1007 1816">Micheál Ó Cinnéide</td> <td data-bbox="1007 1749 1310 1816">Presentation/CEIST</td> </tr> <tr> <td data-bbox="662 1816 1007 1883">Séamus Ó Lúing</td> <td data-bbox="1007 1816 1310 1883">Presentation/CEIST</td> </tr> <tr> <td data-bbox="662 1883 1007 1951">Tomás Ó Beagloaich</td> <td data-bbox="1007 1883 1310 1951">Múinteoir</td> </tr> </tbody> </table>	Name	Nomination Category	Brid Ní Lúing	Presentation/CEIST	Micheál Ó Cinnéide	Presentation/CEIST	Séamus Ó Lúing	Presentation/CEIST	Tomás Ó Beagloaich	Múinteoir
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6.15	<p><b>Kerry ETB Board Meeting Standing Orders (Section 14) Update</b></p> <p>The Director of OD&amp;D advised of a proposed addition to the Standing Orders, ETB ACT 2013, Schedule 3, Para 5.5, (revised Standing Orders circulated with the Agenda) re the publishing of ETB Board Minutes and the Board meetings schedule on the website. The revision added under <i>Section 14: Minutes/Public Report and Press</i> is as follows:</p> <ul style="list-style-type: none"> <li>➤ The approved minutes of scheduled Kerry ETB Board meetings will be published on the ETB website within one week of approval. In addition, the approved schedule of the annual calendar of ETB Board meetings is published on the Kerry ETB website (<a href="http://www.kerryetb.ie">www.kerryetb.ie</a>).</li> </ul> <p>The Board agreed this addition to the standing orders as set out above.</p> <p style="text-align: center;"><b>Proposed: Cllr. Deirdre Ferris</b> <b>Seconded: Cllr. Marie Moloney</b></p>														
09/2020/7	<b>CEO's REPORTS &amp; QUESTIONS ON CEO's REPORTS / TUAIRISCÍ AN PHRÍOMHFHEIDHMEANNAIGH &amp; CEISTEANNA ORTHU</b>														
7.1	<p><b>Finance Report</b></p> <p>The Finance Report up to 31<sup>st</sup> January 2021, as circulated with the Meeting Agenda, was presented by the Finance Officer, Mr. Tommy Conroy.</p> <p>The Report as presented was noted by the Board.</p>														

**End of Year ICT Expenditure 2020 – for noting**

The Finance Officer provided the following update:

- As per Circular Letter 02/2016, the annual ICT-related expenditure must be approved at Board Level prior to submitting to the Department of Expenditure and Reform (DPER)
- Actual ICT Expenditure End of Year Submission 2020 was addressed as follows:

**Actual ICT Expenditure 2020**

These figures include VAT

Expenditure Category	New Projects / Initiatives	Existing Projects / Initiatives	Non-Project Expenditure	Total
Hardware	€47,484	€0	€973,578	€1,021,062
Software, Licensing, proprietary Support & Maintenance	€0	€91,570	€50,156	€141,726
Telecommunications	€0	€12,300	€148,443	€160,743
Licensing	€11,624	€0	€91,528	€103,152
Third Party (non-proprietary) Support/Maintenance	€0	€0	€210,341	€210,341
Hosting	€0	€0	€2,985	€2,985
IT-Related Training	€0	€0	€0	€0
Externally Acquired Resources <sup>1</sup>				
IT-Related Consultancy	€0	€0	€0	€0
Contractors	€0	€0	€0	€0
External Service Providers	€28,834	€0	€2,806	€31,640
<b>Total</b>	<b>€87,942</b>	<b>€103,870</b>	<b>€1,479,837</b>	<b>€1,671,649</b>

The Proposed ICT Expenditure Start of Year Submission Form 2021 to be circulated to the Board in advance of the March Board meeting.

The Board noted this update.

**7.2****Buildings Report**

The Buildings Report, as circulated with the meeting Agenda, was noted by the Board and addressed the following projects/works updates:

- CAD Drawing Scheme
- Devolved Project - Knocknagoshel National School
- Demographic Needs 2021/2022
- Killarney Community College
- Causeway Comprehensive School
- Coláiste Gleann Lí
- Coláiste na Sceilge
- Devolved Project - St. Oliver's National School, Killarney
- Kerry College – Clash Campus Car Park
- Kerry College, National Outdoor Education and Training Campus (formally Cappanalea)
- Tech Amergin Further Education Centre

- An Tóchar Further Education Centre
- Kenmare Further Education Centre
- O'Connell Further Education Centre

### **Land & Leases**

#### **Causeway Comprehensive School – Question of ownership of a shed on the land**

The Buildings Officer advised the Board on the following matter:

- Kerry ETB on January 18<sup>th</sup>, 2021 and February 11<sup>th</sup>, 2021 received a letter and map from Bailys Solicitors, Tralee acting on behalf of Mr. Wym O'Connell, Causeway.
- The letter from Bailys Solicitors, Tralee is in relation to claims made by Mr. Wym O'Connell, Causeway, Co. Kerry.
- Mr. O'Connell is claiming ownership of a shed on the lands to the north of Causeway CS Folio KY75869F (owned by Kerry ETB) on the basis that his family have been in occupation for "decades".
- Maps were displayed during the meeting showing the location of the shed.
- Kerry ETB are addressing this matter with the support of MRW Solicitors Tralee.

The Board noted this matter.

#### **Lease Agreement for approval by ETB Board**

Board approval is being sought for the renewal of the following lease at Collis Sandes House, Tralee following terms:

- Rental: €110,000 per annum
- Term: 1 year
- Dates: July 31<sup>st</sup> 2021 to July 30<sup>th</sup> 2022
- Required to meet the continued need for accommodation of first year students enrolling

Based on current project timelines the construction of Gaelcholáiste Chiarraí Campus Nua is expected to be completed in Q3 2022.

The lease was approved by the Board as per the terms presented.

**Proposed: Mr. Noel Keenan**  
**Seconded: Ms. Joan McCrohan**

The Board was advised that the lease is subject to approval by the DoE.

#### **Awaiting DoE Sanction**

The Buildings Officer advised of the following matters:

1. The ETB awaits sanction from the DoE in respect Consent from the DoE in relation to the proposed lease between Kerry ETB and Waterville Men's Shed at Tech Amergin Waterville.

	<p>2. Further to an application submitted on October 6<sup>th</sup> 2020 to the DoE's Property Management Section, Kerry ETB awaits approval to finalize the rectification of title of Raheen Old Technical School, Annaghmore, Headford, Killarney, Co. Kerry.</p> <p>3. Further to decision taken at the January 26<sup>th</sup> 2021 ETB Board Meeting, Kerry ETB awaits approval from the DoE to proceed with the proposed land swap at Causeway Comprehensive School.</p> <p>The Board noted this update.</p>
7.3	<p><b>Chief Executive Officer's Report</b></p> <p>The CEO's Report, as circulated prior to the meeting, was noted by the Board. The Report addressed the following:</p> <ul style="list-style-type: none"> <li>➤ Kerry ETB Head Office COVID-19 Update</li> <li>➤ Kerry ETB COVID-19 Arrangements</li> <li>➤ Kerry Diocesan Youth Service</li> <li>➤ Tralee Regional Sports and Leisure CLG</li> <li>➤ Kerry ETB and MTU South Campus Acquisition</li> </ul>
7.4	<p><b>Schools, Youth &amp; Music Report – Director of SYM</b></p> <p>The Schools Report, as circulated prior to the meeting, was noted by the Board. The Report addressed the following:</p> <ul style="list-style-type: none"> <li>➤ Remote Learning across Kerry ETB Schools</li> <li>➤ Special Classes – Provisions for SEN Students</li> <li>➤ Student Support Team Training</li> <li>➤ Leadership and Management</li> <li>➤ Section 44 Committee/Board of Management Training</li> <li>➤ Free online resources to help families, schools and young people to get creative during Lockdown</li> </ul>
7.5	<p><b>Further Education and Training Report – Director of FET</b></p> <p>The FET Report, as circulated prior to the meeting, was noted by the Board. The Report addressed:</p> <ul style="list-style-type: none"> <li>➤ Planning for reopening</li> <li>➤ Kerry College Restructure Update</li> <li>➤ Kerry ETB FET Restructured Provision</li> <li>➤ Learner Funding Allowances / Grants</li> <li>➤ FET Beneficiaries 2021</li> <li>➤ Kerry College Fulltime Learners</li> <li>➤ Financials</li> </ul>

7.6	<p><b>Organisational Support and Development Report – Director of OS&amp;D</b> As per the <b>Governance Section 6.0</b> of the Minutes, noted by the Board.</p> <p>The Board noted this update.</p>
7.7	<b>Members Business</b>
09/2020/8	<b>CORRESPONDENCE COMHFHREAGRAS</b>
8.1	<p><b>DoE Correspondence:</b> Noted as listed</p>
8.2	<p><b>DoE Circular Letters:</b> Noted as listed</p>
8.3	<p><b>DoE Press Releases:</b> Noted as listed</p>
8.4	<p><b>Department of Further and Higher Education, Research, Innovation and Science Correspondence:</b> Noted as listed</p>
8.5	<p><b>Department of Further and Higher Education, Research, Innovation and Science Press Releases:</b> Noted as listed</p>
8.6	<p><b>Department of Children, Equality, Disability, Integration and Youth:</b> Noted as listed</p>
8.7	<p><b>ETBI Correspondence:</b> Noted as listed</p>
8.8	<p><b>SOLAS Correspondence:</b> Noted as listed</p>
8.9	<p><b>Other Correspondence:</b> Noted as listed.</p>

02/2021/9	<b>ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH</b>
	<p><b>Tralee Community Training Centre (CTC) Company Limited by Guarantee</b></p> <p>Prior to commencing the discussions on Tralee Community Training Centre (CTC) Company Limited by Guarantee, in accordance with the provisions of Paragraph (10), Schedule 3 Education and Training Boards (ETB) Act 2013, Cllr. Deirdre Ferris declared a conflict of interest and advised the Board that she was now a Member of the Tralee CTC Board and had attended a meeting during the week commencing February 15<sup>th</sup> 2021. Cllr. Ferris did not partake in any discussions in relation to this matter.</p> <p>The CEO advised that the ETB, through the Kerry College Monavalley Campus, provides annual funding to Tralee CTC - the annual 'Agreement to Collaborate' - (€576,954 in 2020). A meeting has been sought with the Board of Tralee CTC, to take place in March to address some aspects of the "Governance Role of the Board" in the context of the provisions of the annual 'Agreement to Collaborate'.</p> <p>A further update will be given at the next meeting.</p> <p><b>Next Kerry ETB Board Meeting:</b></p> <div style="background-color: black; color: white; padding: 10px; text-align: center;"> <p><b>Tuesday March 30<sup>th</sup> 2021</b>  <b>Via Videoconference</b>  <b>4.15pm</b></p> </div>

Signed/Sínithe: \_\_\_\_\_

Date/Dáta: \_\_\_\_\_