

Kerry Education and Training Board
Bord Oideachais agus Oiliúna Chiarraí

Minutes of the Kerry Education and Training Board (Kerry ETB) meeting held in person and via video conference (V)¹ on Tuesday, February 22nd 2022.

In Attendance:

Cllr. Jim Finucane
Cllr. Deirdre Ferris
Ms. Joan McCrohan
Mr. Niall Lucey
Cllr. Terry O'Brien (V)
Cllr. Fionnán Fitzgerald (V)
Cllr. Maura Healy Rae (V)
Cllr. Johnnie Wall (V)
Mr. Zaid Kassoob (V)
Ms. Celia O'Shea (V)

Cllr. Niall O'Callaghan
Cllr. Norma Moriarty
Ms. Maria O'Gorman
Ms. Tara Donoghue
Cllr. Aoife Thornton (V)
Cllr. Marie Moloney (V)
Cllr. Michael Cahill (V)
Mr. Joseph Brennan (V)
Mr. Tim Daly (V)

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

An Cathaoirleach welcomed the two new Parent Representatives, Mr. Niall Lucey and Ms. Tara Donoghue to their first meeting of the ETB Board.

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. An Cathaoirleach asked Board Members to verbally declare any conflicts of interest before commencing with the meeting.

02/2022/1	APOLOGIES & CONDOLENCES LEITHSCÉALTA AGUS COMHBHRÓN
1.1	Apologies/Leithscéalta: <ul style="list-style-type: none">➤ Cllr. Cathal Foley➤ Mr. John O'Roarke

¹ Virtual attendance

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"> ➤ To Mr. Ted Owens, former Chief Executive Officer, Cork ETB, on the death of his Mother, Ms. Elizabeth Owens. ➤ To Mr. Con O’Sullivan, Campus Manager, Kerry College Monavalley Campus, on the death of his Wife’s Grandmother, Ms. Brigid Riney. ➤ To the Rushe Family, on the death of Mr. Sean Rushe, retired Chief Executive, County Limerick VEC. ➤ To the Waldron Family, on the death of Mr. Liam Waldron, Architect, MRG Consulting Engineers. ➤ To Mr. Patrick Joy, Coláiste na Ríochta, on the death of his Mother, Ms. Rose Joy.
02/2022/2	<p>CONGRATULATIONS COMHGHAIRDEAS</p>
2.1	<p>Congratulations/Comhghairdeas: Congratulations to:</p> <ul style="list-style-type: none"> ➤ The new Secretary General of the Department of Education (DoE), Ms. Bernie McNally who has been appointed to succeed Mr. Seán O’Foghlú on his retirement.
02/2022/3	<p>MINUTES OF LAST BOARD MEETING - FOR ADOPTION MIONTUAIRISCÍ ÓN gCRUINNIÚ DEIREANACH BOIRD – LE GLACADH</p>
3.1	<p>The minutes of the Kerry ETB meeting held on February 1st 2022 were adopted and signed.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Ms. Maria O’Gorman</p>
02/2022/4	<p>MATTERS ARISING FROM MINUTES AG ÉIRÍ AS NA MIONTUAIRISCÍ</p>
4.1	<p>Further to the feedback received at the Board Self-Assessment (CL0002/2019, Section 4) meeting held on May 11th 2021, Matters Arising will now be addressed under the relevant Department/Executive Report in the Agenda:</p> <p>Gaelcholáiste Nua School Building Project Update – see Capital and Buildings Report (Section 6.2)</p>

4.2	Listowel School Accommodation Update – see <i>Capital and Buildings Report (Section 6.2)</i>
4.3	Listellick National School Building Project Update – see <i>Capital and Buildings Report (Section 6.2)</i>
4.4	Update re All-Irish post-primary provision in Killarney – see <i>Schools Youth and Music (SYM) Report (Section 6.3)</i>
4.5	FET Provision in Killarney Update – see <i>Capital and Buildings Report (Section 6.2)</i>
4.6	Kerry ETB Logo New Design Development - see <i>Chief Executive Officer's Report (Section 6.6)</i>

02/2022/5	EDUCATION AND TRAINING TOPICS FOR DISCUSSION ÁBHAIR OIDEACHAS AGUS OILIÚINT LE PLÉ
5.1	<p>SOLAS Capital Call for College of the Future and Building Works Proposals FET Provision in Killarney Update – as circulated</p> <p>The Director of FET, Mr. Owen O'Donnell and the Head of CCT, Ms. Aileen O'Connor provided a comprehensive update on the funding applications as provided by SOLAS:</p> <ul style="list-style-type: none"> ➤ On Sunday 13th February 2022, the Minister for Further and Higher Education, Research, Innovation and Science, Simon Harris TD and Minister of State for Skills, Niall Collins TD announced the beginning of an ambitious new phase of capital investment in the further and higher education sectors. ➤ 45% of the total allocation of €430 million will be directed to further education and training, including the expansion of skills centres and apprenticeship programmes across the country and the establishment of Further Education and Training Colleges of the Future. ➤ In response to this call, SOLAS issued correspondence to all ETB's on Monday 14th February 2022 requesting submission of two proposals for projects under €5m and two proposals for Projects over €5m. ➤ There are two types of Capital Funding Applications: <ul style="list-style-type: none"> ➤ Less than €5million - <u>Strategic Infrastructure Upgrade Fund (SIUF)</u> ➤ Greater than €5million - <u>Strategic Assessment Report (SAR)</u> ➤ The current call forms part of an overall wider capital framework for the FET sector. With the availability of funding through the various capital funds, SOLAS will no longer be in a position to recommend any further lease fit-out options due to the associated financial and business risks

Timelines For Submissions – SIUF (<€5M)

Milestone	Indicative Date/Time
Call for two Proposals	14 th February 2022
Stage 1 – Development Workshop – SOD/SAR	16 th Feb – 16 th March 2022
Submission of Stage 1 Applications	25 th March 2022 @ 15.00pm
Address Follow-up Queries/Clarifications	15 th April 2022
Evaluation of Stage 1 Applications	28 th March – 1 st June 2022
Confirmation for Projects to Progress to Business Case Stage	June – July 2022

Timelines For Submissions – SAR (>€5M)

Milestone	Indicative Date/Time
Call for two Proposals	14 th February 2022
Stage 1 – Development Workshop – SOD/SAR/SIUF	16 th Feb – 16 th March 2022
Submission of Stage 1 Applications	25 th March 2022 @ 15.00pm
Address Follow-up Queries/Clarifications	13 th April 2022
Evaluation of Stage 1 Applications	28 th March – 1 st June 2022
Stage 2 – Approval in Principle	June 2022

Following the conclusion of the update, there was a lengthy discussion with the Board Members regarding the possible options for FET Capital Projects for less than €5m and for Capital Projects over €5m across the county. It was noted that these projects need to be prioritised and listed accordingly and submitted to SOLAS by March 25th 2022.

The CEO and the Director of FET advised that an update on the applications to be submitted would be provided at the next Board Meeting.

In relation to the proposal for the marine training centre in Caherciveen, Cllr. Norma Moriarty asked the Director of FET to liaise with Mr. Brian Hickey and Mr. David Doyle regarding the greenway and the development of the marine training centre.

In relation to the South Campus, it was noted that the CEO and An Cathaoirleach would try and follow up with the Minister in relation to same.

The need to establish a Section 44 Buildings Committee due to the ever-expanding volume and nature of the Capital and Buildings work of the ETB was discussed and noted (see 6.10).

	<p>There was a lengthy discussion regarding the Coláiste Gleann LÍ extension and a proposal to build additional classrooms for Gleann LÍ. It was noted that there are two buildings on Clash Road, the school is currently in the 1984 building with Kerry College, Clash Campus currently using the 1974 building. It was noted that the preference to be explored would be the actual return of the 1974 building on Clash Road to the school, with the existing FET provision in the 1974 building moving into the South Campus.</p> <p>The Board noted the update.</p>
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02/2022/6	GOVERNANCE RIALACHAS
6.1	<p>Risk Management Update Staff Officer, Ms. Patricia Tierney, provided the following update:</p> <ul style="list-style-type: none"> ➤ The updated risk management documentation, to include the revised risk management framework, appetite statement and policy, were shared with all staff across the scheme on February 15th 2022 (CEO's Memo 105). ➤ Refresher risk management training will take place with Line Management from the SYM pillar on March 1st 2022. ➤ Corporate Risk Register Version 1.1 for 2022 will be updated following submission of the Service Plan 2022. The revised register will reflect the major risks facing the organisation for the forthcoming year aligned to our strategic objectives. ➤ The updated register will be tabled at the March Board meeting.
6.2	<p>Internal Controls/Assurances Update The Director of OS&D, Ms. Maria Brennan addressed the following in respect of the ETB's control framework:</p> <p>CEO and Wider Management:</p> <ul style="list-style-type: none"> ➤ Part two of the Line Management In-Service programme has recommenced with a session dedicated to Education and Shared Services (ESBS) taking place on February 14th 2022. Sessions to follow include health and safety and procurement. ➤ A team-building event for senior line management will take place on March 2nd 2022. The event, which is titled "Reconnecting," follows a turbulent two years dominated by COVID-19. The event will focus on rebuilding relationships across the scheme, welcoming new staff and initiatives, reaffirming our relationship with our missions/core values etc. <p>Board/Board Committees:</p> <ul style="list-style-type: none"> ➤ The first Finance Committee meeting of the year took place on February 17th 2022 to review the Service Plan.

	<ul style="list-style-type: none"> ➤ The remaining meeting dates for the Finance Committee this year are as follows: <ul style="list-style-type: none"> ➤ March 24th 2022 (Review SIC/AFS) ➤ October 20th 2022 ➤ December 8th 2022 ➤ The Audit and Risk Committee will meet on March 1st 2022 to review the Statement of Internal Controls (SIC). ➤ A written note following each Section 45 Committee meeting will be submitted to the subsequent Board Meeting by way of ensuring reporting requirements (in line with CL 0002/2019). ➤ The Executive is proposing the establishment of a Kerry ETB Section 44 Building Committee (agenda item 6.10). <p>Audit External/Internal:</p> <ul style="list-style-type: none"> ➤ The audit of the ETB’s annual financial statements (AFS) 2020, while commenced, will not be fully progressed until April 2022. ➤ Receipt of Procurement audit remains outstanding. The IAU-ETB has indicated that the outcome of this audit will be adequate. <p>Annual Review of Internal Controls:</p> <ul style="list-style-type: none"> ➤ Annual review of internal controls reports issued to the Audit and Risk Committee, for review, in advance of the Committee meeting scheduled for 1st March 2022. ➤ Audit and Risk Committee recommendation re the adequacy of the System of Internal Controls will be brought before the ETB Board at the March 29th 2022 Meeting. <p>The Board noted this update.</p>						
6.3	<p>Section 44 Committee Minutes – for approval</p> <p>The minutes of the following Section 44 Committee meetings were noted and formally approved by the Board:</p> <table border="1" data-bbox="427 1440 1473 1574"> <thead> <tr> <th style="background-color: #4f81bd; color: white;">Section 44 Committee</th> <th style="background-color: #4f81bd; color: white;">Meeting Date</th> <th style="background-color: #4f81bd; color: white;">Board Members in Attendance at S.44 Meeting</th> </tr> </thead> <tbody> <tr> <td style="background-color: #d9e1f2;">Kerry College</td> <td style="background-color: #d9e1f2;">9th December 2021</td> <td style="background-color: #d9e1f2;">Cllr. Jim Finucane, Cllr. Norma Moriarty, Cllr. Terry O’Brien</td> </tr> </tbody> </table> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Norma Moriarty</p>	Section 44 Committee	Meeting Date	Board Members in Attendance at S.44 Meeting	Kerry College	9 th December 2021	Cllr. Jim Finucane, Cllr. Norma Moriarty, Cllr. Terry O’Brien
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Kerry College	9 th December 2021	Cllr. Jim Finucane, Cllr. Norma Moriarty, Cllr. Terry O’Brien					
6.4	<p>Section 44 Committee – Appointments and Vacancies</p> <p>The following Section 44 Committee Appointments were made by the Board:</p> <table border="1" data-bbox="406 1854 1493 1975"> <thead> <tr> <th style="background-color: #4f81bd; color: white;">Section 44 Committee</th> <th style="background-color: #4f81bd; color: white;">Nomination Category</th> <th style="background-color: #4f81bd; color: white;">Name</th> </tr> </thead> <tbody> <tr> <td style="background-color: #d9e1f2;">Coláiste na Ríochta</td> <td style="background-color: #d9e1f2;">Non-ETB Board Member Nominee</td> <td style="background-color: #d9e1f2;">Mr. Noel Keenan</td> </tr> </tbody> </table>	Section 44 Committee	Nomination Category	Name	Coláiste na Ríochta	Non-ETB Board Member Nominee	Mr. Noel Keenan
Section 44 Committee	Nomination Category	Name					
Coláiste na Ríochta	Non-ETB Board Member Nominee	Mr. Noel Keenan					

Causeway Comprehensive School		Mr. Noel Keenan
Gaelcholáiste Chiarraí		Mr. Noel Keenan
Youthwork		Mr. Noel Keenan
Youthreach		Mr. Noel Keenan

Proposed: Cllr. Johnnie Wall
Seconded: Cllr. Niall O'Callaghan

Section 44 Committee	Nomination Category	Name
Coláiste na Ríochta	Parents Nominee	Ms. Christina Neil
Gaelcholáiste Chiarraí	ETB Board Member	Mr. Niall Lucey
Music Generation	ETB Board Member	Ms. Tara Donoghue
Music Generation	Statutory Sector Nominee	Cllr. Johnnie Wall
Music Generation	Statutory Sector Nominee	Ms. Kate Kennelly

Proposed: Cllr. Deirdre Ferris
Seconded: Cllr. Terry O'Brien

Section 44 Committee – Vacancies – for consideration

The following Section 44 Committee vacancies were noted and will be addressed at the next meeting;

Section 44 Committee	Nomination Category
Coláiste na Ríochta	Teachers' Nominee (female)
Coláiste na Ríochta	BOM/Community Nominee
Killorglin Community College	Parents' Nominee (male)
Music Generation	Community Nominee (relevant to music)
Music Generation	Community Nominee (relevant to music)
Youthreach	Parent/Guardian Nominee (male or female)
FET Centres	Community Nominee
FET Centres	Learner Nominees

6.5	<p>Section 45 Committee Minutes for noting Minutes of the following Section 45 Committee Meetings were noted by the Board:</p> <table border="1" data-bbox="395 327 1437 427"> <thead> <tr> <th data-bbox="395 327 619 389">Section 45 Committee</th> <th data-bbox="619 327 906 389">Meeting Date</th> <th data-bbox="906 327 1437 389">Board Members in Attendance</th> </tr> </thead> <tbody> <tr> <td data-bbox="395 389 619 427">Finance</td> <td data-bbox="619 389 906 427">8th December 2021</td> <td data-bbox="906 389 1437 427">Cllr. Aoife Thornton and Cllr. Deirdre Ferris</td> </tr> </tbody> </table>	Section 45 Committee	Meeting Date	Board Members in Attendance	Finance	8 th December 2021	Cllr. Aoife Thornton and Cllr. Deirdre Ferris
Section 45 Committee	Meeting Date	Board Members in Attendance					
Finance	8 th December 2021	Cllr. Aoife Thornton and Cllr. Deirdre Ferris					
6.6	<p>Minutes of Partnership Schools Board of Management (BOM) Meetings There were no minutes for noting this month.</p>						
6.7	<p>Kerry ETB Policies for Approval The following policy was circulated prior to the meeting, with the meeting agenda, and presented to the Board for approval by the Director of OS&D, Ms. Maria Brennan:</p> <ul style="list-style-type: none"> ➤ Adobe Sign Policy <p>The Board approved the policy as presented by the Director of OS&D.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Niall O’Callaghan</p>						
6.8	<p>Annual Service Plan 2022 A comprehensive presentation was given by the Head of Finance, Mr. Tommy Conroy as follows;</p> <p>School and Head Office Grants Funding confirmed in the <i>Letter of Determination</i> received from the Department of Education on 31st January 2022.</p> <ul style="list-style-type: none"> ➤ Funding of €28,000,433 has been confirmed ➤ Main funding elements: <ul style="list-style-type: none"> • Pay Total €25,352,068 • Other Non-Pay €1,356,696 • Associated Grants €429,693 ➤ Head of Finance noted that overall the 2022 Letter of Determination is satisfactory when compared to previous years. <p>Community National School Grants Funding confirmed in the <i>Letter of Determination</i> received from the Department of Education on 31st January 2022.</p> <ul style="list-style-type: none"> ➤ Funding of €108,042 has been confirmed. ➤ Main funding elements: <ul style="list-style-type: none"> Ancillary Grant (€10,980 per School) €32,940 Capitation Grant (€10,380 per School) €31,140 						

Based on an analysis of historic expenditure we are projecting a deficit of c. €30k overall for the Community National Schools. This has been highlighted to the Department of Education and we are in ongoing discussions re same.

Further Education and Training Grants

The Funding Allocation Request (FAR 4) has been submitted to SOLAS seeking €42,033,805 in operational funding (final figure for 2021 was €38,028,344).

- Head of Finance noted that the SOLAS funding, similar to previous years, requires approval from the Board of SOLAS. This approval is normally received in Q2 of the Financial Year.
- The FET Budget covers all operational costs associated with FET.
- It includes costs such as Wages, Rent, Overheads Apprenticeships, Courses for Employment and Courses for Progression, Adult Literacy, BTEI, Community Education, Youthreach, VTOS.
- Similar to previous years a mid-year review process will be undertaken in June and a further review in October.
- The FAR 4 Bid will have to be approved by the Board of SOLAS.

Youth Services Grants

Funding provided by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) which funds youth work and youth-related activities.

- The majority of funding is provided by DCEDIY to Kerry ETB for onward distribution (under Grantor/Grantee arrangements) to Youth Services Organisations throughout the County.
- At the date of writing Kerry ETB have received written confirmation from DCEDIY that for 2022 funding of €1,080,648 will be available.
- As the year progresses it is likely that additional funding will become available to ETBs through application processes. Kerry ETB Youth Work Function will apply for these additional funding streams as they become available.

Capital Funding

- Department of Education and SOLAS Capital Projects are fully funded.
- In 2021 there was €18,788,360 received in Capital Funding and there was €8,503,709 in Capital Expenditure.
- There was a significant surplus in Capital receipts in 2021 which has carried forward into 2022.
- We are projecting receipts of €9,627,023 in 2022 and expenditure of €19,913,643 with the carry forward from 2021 funding the difference.
- These timing differences between cash inflows and outflows are a feature of Capital projects.
- It is likely as the year progresses that the Department of Education will sanction additional Capital projects.

Summary

- The Service Plan is compiled based on funding we know has been allocated in the case of Schools, Head Office, Youth Work and Capital. While these figures may increase as the year progresses the figures used in the Service Plan are the minimum that will be made available to Kerry ETB.

	<ul style="list-style-type: none"> ➤ The FET FAR 4 bid of €42,033,805 will require formal approval from SOLAS which is expected in April/May. This would be similar to previous years. The FAR 4 bid is based on detailed analysis of the projected service provision for 2022. ➤ It is important to note that while the 2022 figures in isolation show a shortfall of c. €10.575m this does not take account of the significant balances (including over €10m in Capital Balances) that have been carried forward. When the opening cash position, including capital receipts in excess of €10million, is factored in there is sufficient funding to meet all projected expenditure. <p>Finance Committee</p> <p>The Kerry ETB Finance Committee reviewed the Service Plan Financials on 17th February 2022 and were satisfied with same whilst noting the following:</p> <ul style="list-style-type: none"> ➤ It was acknowledged that the projected expenditure for the Community National Schools exceeded the projected receipts and that Kerry ETB were engaging with the Department of Education with a view to addressing this long term. ➤ The SOLAS FAR 4 Bid had yet to be approved by SOLAS at the time the Service Plan was reviewed. This would be similar to previous years. ➤ There were certain Youth Services funding streams that had not been allocated at the time the Service Plan was reviewed. It was acknowledged that similar to previous years, it is likely that these funds will be made available later in 2022 and Kerry ETB can apply for same. <p>The Board approved the Service Plan as presented.</p> <p style="text-align: center;">Proposed: Ms. Joan McCrohan Seconded: Cllr. Johnnie Wall</p> <p>Further to discussions regarding funding, it was agreed that a letter would be drafted to the Department of Children, Equality, Disability, Integration and Youth expressing the concern raised by some Board Members that additional funding is necessary for the direct provision of youth services in County Kerry. The Director of SYM to address same.</p>
6.9	<p>Oversight Agreement and Performance Delivery Agreement between Kerry ETB and the Department of Education</p> <p>Staff Officer, Ms. Patricia Tierney, Executive Support, provided the following update:</p> <ul style="list-style-type: none"> ➤ On January 31st 2022, Kerry ETB received copies of the updated Oversight Agreement and Performance Delivery Agreement for 2022 from the Department of Education (DoE). Both agreements were updated following review by the DoE and ETBI. ➤ These sectoral agreements set out the terms of the relationship between the DoE and the ETB. ➤ Kerry ETB returned and signed both agreements in line with the timeline set out by the DoE - February 11th 2022.

	<p>➤ Kerry ETB awaits the return of the signed agreement from the DoE.</p> <p>The Board noted this update.</p>
6.10	<p>Establishment of a Kerry ETB Section 44 Buildings Committee CEO, Mr. Colm Mc Evoy proposed the following:</p> <ul style="list-style-type: none"> ➤ With the ETB's expanding portfolio of buildings and the increase in the number of ongoing and future projects, the Executive is proposing the establishment of a Section 44 Buildings Committee, which will report to the ETB Board. ➤ The Terms of Reference (TORs) have been drafted and full details of the composition of the Buildings Committee will be brought to the March Board Meeting for decision. ➤ The draft TORs will be circulated after this meeting (TOR's drafted as per section 12(2)(I)(ii) ETB Act 2013). ➤ Board approval to proceed with this proposal as per the provisions of the ETB Act Section 12(2)(I) ETB Act 2013. <p style="text-align: center;">Proposed: Ms. Maria O'Gorman Seconded: Cllr. Fionnán Fitzgerald</p>

02/2022/7	EXECUTIVE UPDATES UASDÁTÚ ÓN BHFEIDHMEANNAS
7.1	<p>Finance Update <u>Finance Report – Monthly Figures</u> The Finance Report up to January 31st 2021, as circulated prior to the meeting, was presented by the Head of Finance at the meeting.</p> <p>Kerry College Killorglin Campus (formerly Cappanalea OETC) Finance Report update</p> <ul style="list-style-type: none"> ➤ The Board Report is showing a deficit of (€10,946) on the Kerry College Killorglin Campus. This deficit relates to the self-financing model formerly operated under Cappanalea Outdoor Education and Training Centre. ➤ As highlighted by the Head of Finance at the February 1st 2022 meeting the DoE provided funding on December 23rd 2021 sufficient to clear the closing self-financing deficit minus any funds owed to the Campus at that time. ➤ Once the (€10,946) is collected the self-financing deficit will be fully cleared and this will draw a close to this legacy funding model. ➤ At this point, there will be no requirement to show Killorglin Campus separately on the Board Report. The Campus, like all other Kerry College Campuses, as fully funded by SOLAS, will be recognised under the Further Education and Training section of the report. <p>The Report as addressed by the Head of Finance was noted by the Board.</p>

	<p>Comptroller and Auditor General (C&AG) Audit of Annual Financial Statements</p> <ul style="list-style-type: none"> ➤ Head of Finance contacted Senior Auditor in C&AG on 4th February 2022 regarding the audits of the 2020 and 2021 Financial Statements. ➤ The Senior Auditor confirmed that the audit fieldwork of the 2020 Financial Statements would commence in early April. ➤ Head of Finance requested that the audits of both the 2020 and 2021 Financial Statements would be undertaken concurrently. ➤ The C&AG are currently finalising the audit schedule for Q2 of 2022 and the Senior Auditor advised that he will seek to have the 2020 and 2021 audits included in the schedule concurrently. ➤ We await formal confirmation of same – confirmation expected week ending 25th February 2022. <p>The Board noted this update.</p>						
7.2	<p>Corporate, Capital and Technology (CCT) Update</p> <p>ICT Expenditure – End of Year Submission Form</p> <ul style="list-style-type: none"> ➤ As per Circular Letter 02/2016, Kerry ETB will submit a breakdown of ICT-related expenditure in respect of new initiatives, existing initiatives and non-project expenditure incurred in 2021 to DPER ➤ The total ICT expenditure incurred in 2021 was €1,595,477.34 <p>The Head of CCT advised that a report would be brought to the Board at a later date in relation to the proposed ICT expenditure for 2022.</p> <p><u>Health and Safety (H&S) Update</u></p> <p>The Head of the CCT Department, Ms. Aileen O'Connor provided an update addressing the following;</p> <table border="1" data-bbox="395 1339 1433 1942"> <thead> <tr> <th data-bbox="395 1339 663 1397">Activity</th> <th data-bbox="663 1339 1433 1397">Update</th> </tr> </thead> <tbody> <tr> <td data-bbox="395 1397 663 1704"> <p>COVID-19 Measures</p> </td> <td data-bbox="663 1397 1433 1704"> <ul style="list-style-type: none"> ➤ Head office staff working onsite ➤ Kerry ETB COVID Response Plan and COVID risk assessments updated in line with the latest revision of the Work Safely Protocol, now called Transitional Protocol: Good Practice Guidance for Continuing to Prevent the Spread of COVID-19 ➤ Weekly response team meetings are continuing ➤ Mask wearing to continue until further Government Guidance is received ➤ Government announcement expected later this week </td> </tr> <tr> <td data-bbox="395 1704 663 1942"> <p>Risk Assessment Program</p> </td> <td data-bbox="663 1704 1433 1942"> <ul style="list-style-type: none"> ➤ Safety inspection program is continuing. ➤ Six schools and eleven FET centres have been inspected by the Health and Safety Officer, copies of inspection reports are sent to the Principal/Campus/Centre manager and their line manager. ➤ Follow up visits are being carried out in two schools (Killarney Community College and Coláiste Gleann Lf) and two Campuses </td> </tr> </tbody> </table>	Activity	Update	<p>COVID-19 Measures</p>	<ul style="list-style-type: none"> ➤ Head office staff working onsite ➤ Kerry ETB COVID Response Plan and COVID risk assessments updated in line with the latest revision of the Work Safely Protocol, now called Transitional Protocol: Good Practice Guidance for Continuing to Prevent the Spread of COVID-19 ➤ Weekly response team meetings are continuing ➤ Mask wearing to continue until further Government Guidance is received ➤ Government announcement expected later this week 	<p>Risk Assessment Program</p>	<ul style="list-style-type: none"> ➤ Safety inspection program is continuing. ➤ Six schools and eleven FET centres have been inspected by the Health and Safety Officer, copies of inspection reports are sent to the Principal/Campus/Centre manager and their line manager. ➤ Follow up visits are being carried out in two schools (Killarney Community College and Coláiste Gleann Lf) and two Campuses
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<p>COVID-19 Measures</p>	<ul style="list-style-type: none"> ➤ Head office staff working onsite ➤ Kerry ETB COVID Response Plan and COVID risk assessments updated in line with the latest revision of the Work Safely Protocol, now called Transitional Protocol: Good Practice Guidance for Continuing to Prevent the Spread of COVID-19 ➤ Weekly response team meetings are continuing ➤ Mask wearing to continue until further Government Guidance is received ➤ Government announcement expected later this week 						
<p>Risk Assessment Program</p>	<ul style="list-style-type: none"> ➤ Safety inspection program is continuing. ➤ Six schools and eleven FET centres have been inspected by the Health and Safety Officer, copies of inspection reports are sent to the Principal/Campus/Centre manager and their line manager. ➤ Follow up visits are being carried out in two schools (Killarney Community College and Coláiste Gleann Lf) and two Campuses 						

	(Kerry College Monavalley and Listowel Youthreach) where extra assistance or revision of risk assessments is required
Training Programme	<ul style="list-style-type: none"> ➤ Safety management training provided to new AEO of Kerry College, Killorglin Campus (OETC) ➤ Sports first aid for PE teachers provided ➤ Manual handling and chemical handling training scheduled for Kerry College, Killorglin Campus (OETC) staff
<p>This update was noted by the Board.</p>	
<p><u>Sustainability Strategy 2020-2022 Update</u></p>	
<p>The Head of CCT, Ms. Aileen O'Connor provided the following update;</p>	
<p>Goal 1 - Staff Engagement:</p>	
<ul style="list-style-type: none"> ➤ Quarterly All-Staff email sent to engage people with the Sustainability Strategy and provide an update on progress ➤ Sustainability Reps meeting held to bring all Kerry ETB sites together to discuss actions ➤ Kerry College Green Campus meeting held to progress action on Green Campus program 	
<p>Goal 4 - Energy Sustainability:</p>	
<ul style="list-style-type: none"> ➤ Kerry ETB Energy Audits a priority in 2022 – tender document being drafted. 	
<p>Goal 5 – Estates Management:</p>	
<ul style="list-style-type: none"> ➤ Planting and Composting Workshops for Green Teams – request submitted to Centre Manager of An Tóchar by Kerry ETB Sustainability Officer for in-house resources to deliver these. ➤ Knockreer House Biodiversity Workshops – request submitted for in-house resources to deliver this 	
<p>The Board noted these updates.</p>	
<p><u>Capital and Buildings Report – Matters Arising Report – as circulated</u></p>	
<p><u>Gaelcholáiste Nua School Building Project Update</u> (Matters arising 4.1)</p>	
<p>An update was provided by the Buildings Officer, addressing the following:</p>	
<ul style="list-style-type: none"> ➤ As advised at the ETB Board meeting on February 1st 2022, “Irish Gulf” (precast installers) sub-contractor to “O’Reilly Concrete” withdrew from the Gaelcholáiste Chiarraí site on January 31st 2022, for commercial reasons. Kerry ETB understands that this is not an isolated issue and the contractor has withdrawn from three sites across the country. ➤ A new precast installer commenced on site from February 14th 2022 to complete the project. ➤ M&E second fix on the ground floor and 1st floor level is also advancing well with containment for the main services runs installed and first fix to rooms off the corridors ongoing on both levels. ➤ A site meeting took place with the Design Team and Main Contractor on-site on February 9th 2022. Vision Contracting Limited (VCL) remain behind programme by c. 8 weeks due to delays experienced with the delivery of 	

precast panels to the site as well as the impact of the change of precast installers. Kerry ETB, at present, expects substantial completion in November 2022.

- Bi-weekly meetings have been arranged with school management to ensure updates are provided on all matters associated with the project as well as discussing matters in relation to the transition program and plan re procurement of loose furniture and equipment
- Clerk of works inspections are ongoing, and issues raised on-site are communicated to Oppermann Associates for review.
- Kerry ETB, on February 3rd 2022, applied to the DoE for Change Order No 4 for Additional Costs Associated with an increase in Gas Pipe Size, in the amount of €4,965.58 excl. VAT for approval.
- Kerry ETB, on February 4th 2022, received approval from the DoE to proceed with Change Order No 4.
- As advised at the ETB Board meeting, on February 1st 2022, Kerry ETB, on November 15th 2021, received a copy of a letter issued from VCL to the Design Team Lead in relation to material/input cost increases associated with the project following commencement on site. The letter from VCL referenced convening a meeting between stakeholders under Clause 4.1 (Co-Operation Clause) of the PwCF1 – Public Works Contract for Building Works Designed by the Employer contract. These meetings have been ongoing and VCL are presently preparing a pre-tender cost inflation report.
- Once the report is finalised by VCL and following assessment by the ETB's Design Team the report will be submitted to the DoE Senior Quantity Surveyor for review and determination of claims.

The Board noted this update.

Listowel School Accommodation Update (Matters Arising 4.2)

An update was provided by the Buildings Officer, Mr. Padraig O'Sullivan addressing the following:

- As advised at the ETB Board meeting on February 1st 2022, Kerry ETB, on January 17th 2022, received an email from the DoE advising of an offer of an extension for Coláiste na Ríochta under the Additional Accommodation Scheme (ASA), the offer of accommodation is in response to the ETB's revised ASA Application submitted on May 19th 2021.
- Following the decision taken at the ETB Board meeting on February 1st 2022 the ETB in a letter to the DoE on February 8th 2022 confirmed:
 1. The ETB's agreement with the Schedule of Accommodation offered by the DoE within their email of January 17th 2022.
 2. The ETB's agreement to deliver the combined building project for both Coláiste na Ríochta (1,849m²) and Gaelscoil Lios Tuathail (1,900m²) as one project. Kerry ETB has agreed to deliver both projects on behalf of the DoE under a Service Level Agreement with the DoE.
- Given the proposed density of having both schools on the site, the acquisition of the house and lands comprised within folios KY65963F and KY22244 to the rear entrance of the ETB site would need to be considered by the DoE and this matter was referenced in the ETB letter to the DoE.

- Details of the house and lands were included in the ASA Application submitted by Kerry ETB on May 26th 2021 and would provide a traffic management solution within the school site, which will be required for primary and post-primary school drop off points.
- Kerry ETB understands the DoE will now proceed to the final stages of assessment based on the scope of works being considered in line with the schedule of accommodation outlined, Kerry ETB awaits receipt of the SLA and Brief from the Devolved Projects Section to commence the procurement of a Design Team.
- Documents in relation to this matter were circulated with the Agenda, in the Matters Arising.

The Board noted this update.

Listellick National School Building Project Update (Matters arising 4.3)

An update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan addressing the following:

- Kerry ETB on December 6th 2021, received a copy of a claim submitted by the contractor in relation to material/input cost increases, Michele Sweeney (Design Team Lead) rejected the claim as at the time the matter could not be considered under the terms of the contract.
- A meeting was convened (Under Clause 4.1 Co-Operation) between the contractor, members of the Design Team and Kerry ETB on December 10th 2021, the meeting was held on a without prejudice basis to allow the contractor to convey issues faced in relation to material and input costs increases on the site, as per clause 4.1.4, *‘offering or giving cooperation does not imply any admission of any responsibility or alter either Party’s rights or duties.’*
- Further to this meeting an email was received from the DoE Senior Quantity Surveyor (QS) on December 13th 2021, detailing how Kerry ETB and the Design Team would address this matter, following receipt of this email Kane Crowe Kavanagh QS (KCK) proceeded to engage with the contractor to quantify and determine the overall effect of inflation and material price increases on the project.
- A Post Contract Inflation Cost- Uplift Report was received on February 6th 2022, from KCK for Listellick National School with a detailed breakdown of the associated costs. KCK has determined the overall costs associated with the material/input cost increases as €342,913.55 ex VAT and have recommended under the “Burden Sharing Principle” that the above cost is halved and €171,456.78 ex vat be paid to Cahalane Brothers Limited.
- Kerry ETB in a letter to the DoE Senior QS, on February 7th 2022, sought advice and approval from the DoE in relation to the proposed increase to the contract sum following review of the Post Contract Inflation Uplift Report. Furthermore, Kerry ETB sought guidance from the DoE in relation to the impact of Covid-19 delays within the project programme.
- Kerry ETB, on February 10th 2022, received an email from the DoE confirming approval to proceed with an increase of €171,456.78 ex VAT as an adjustment to the contract sum based on the detail contained within the Post Contract Inflation Cost- Uplift Report.

- Kerry ETB have instructed the Design Team Lead to proceed with the change order as instructed by the DoE in the sum of €171,456.78 ex VAT as an adjustment to the contract sum.
- A site meeting took place with the Design Team and Main Contractor on-site on February 9th 2022.
- Bi-weekly meetings have been arranged with school management to ensure updates are provided on all matters associated with the project as well as discussing matters in relation to transition program and plan re procurement of loose furniture and equipment
- Kerry ETB at present expects a substantial completion date of October 7th 2022.
- Documents in relation to this matter were circulated with the Agenda, in the Matters Arising.

The Board welcomed this update.

Capital and Buildings Report – Project Update (as circulated)

Ongoing Projects

The Capital and Buildings Report – Project Update, as circulated with the meeting Agenda, was noted by the Board, and addressed projects in the following locations:

- Demographic Needs 2022/23
- Capital Projects for Summer 2022 – EWS/SWS
- Capital Projects for Summer 2022 – EWS 2021/22
- Castleisland Community College
- Killarney Community College
- Killorglin Community College
- Coláiste Gleann Lí
- Knocknagoshel National School
- St. Oliver’s National School, Killarney
- Unit 1, Listowel Business Development Centre
- O’Connell Further Education Centre
- Kerry College Clash Campus
- Kerry College Admissions Office - Killarney
- Tech Amergin Further Education Centre

Unit 1 Listowel Business Development Centre, Listowel

An update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan addressing the following:

- Kerry ETB have commenced drafting a capital application to SOLAS under the Strategic Infrastructure Upgrade Fund (SIUF) for the refurbishment and extension of the premises to accommodate FET Provision. Kerry ETB have appointed TC Architects to aid the ETB with this application as well as applying for planning permission for the extension and change of use.
- A site meeting with FET Management and consultants was undertaken on January 18th 2022, to discuss proposals and review the accommodation needs for FET provision.
- Kerry ETB have received draft concept layouts for the proposed extension and have met to issue feedback to the appointed consultant.

- Kerry ETB will prepare a SIUF Application for the accommodation which will be submitted in early March 2022 once the strategic investment application has been finalised.

The Board noted this update.

Capital and Buildings Report – Land and Leases (as circulated)

The Capital and Buildings Report – Land and Leases, circulated with the meeting Agenda, was noted by the Board members, and addressed the following:

- Lease Applications awaiting DHFERIS/SOLAS approval
- Letter of Sanction from DFHERIS
- Use of the Kerry ETB Seal
- Lease for approval
- Community National School (CNS) Leases
- Preschool at Two Mile CNS
- Killorglin Community College – Sports Complex
- Causeway Comprehensive School - Land Swap
- Causeway Comprehensive School – Causeway GAA Club
- Anaerobic Digestion Facility Causeway
- St. Paul’s Basketball Club – Killarney Community College

Pre-school at Two Mile CNS Update

The following update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan:

- Kerry ETB submitted a planning application on w/e February 11th 2022, for a prefab on the school site to accommodate the preschool from September 2022.
- The proposed location was discussed with the successful applicant, at the meeting on December 9th, and agreed with principal in advance.
- Murphy Ramsey Walsh Solicitors, on February 10th 2022, wrote to the successful applicant’s legal agent seeking to formalise the arrangement and has issued a draft lease for consideration by the successful applicant subject to:
 - The successful applicant funding and developing the site for September 2022
 - Kerry ETB obtaining planning permission.
 - The successful applicant complying with Building Regulations, Tusla Regulations etc. In relation to the provision of the accommodation on the site.
- The Board were advised that there has been no response from the successful applicant at this time.

The Board Members noted the update.

Tahilla CNS and Scoil an Ghleanna Pobail Scoil Náisiúnta Lease Update

The following update was provided by the Buildings Officer, Mr. Pdraig O’Sullivan:

- Kerry ETB awaits a reply from the DoE in relation to finalising the leases for Tahilla CNS and Scoil an Ghleanna.

- A letter issued from Kerry ETB CCT Department to Ms. Jill Fannin, Principal Officer, DoE on December 2nd 2021 requesting final approval for Kerry ETB to proceed with the leases, to date Kerry ETB have not received a reply.
- Kerry ETB continues to engage with the DoE on this matter.

The Board noted this update.

Killorglin Community College Update

The following update was provided by the Buildings Officer, Mr. Pdraig O'Sullivan:

- Kerry ETB CCT Department, on May 26th 2021, submitted an Additional School Accommodation Application for an extension to Killorglin Community College to include for an application for Prefabs as an interim solution to accommodate needs presenting within the school.
- Initial project brief letter was received from DoE on January 7th 2022. The Buildings Officer reverted to DoE on January 17th 2022 requesting a revision to the brief.
- Kerry ETB on February 11th 2022 received a letter from the DoE in relation to the final offering of Accommodation for Killorglin Community College. Following consultation with the School Principal, this offer was accepted.
- The extension the DoE are proposing will allow a long term projected enrolment of 350 students for Killorglin Community College. The proposed extension is comprised of:
 - 1 x Textiles room
 - 1 x Music room
 - 1 x Multimedia room
 - Art room
 - 4 x SET room
 - 3 x SEN Class Base Unit
- The DoE will also allow a 100m² prefab for next year's SEN Class to be funded as part of the extension project.
- The estimated overall area of the extension is in the region of 1,365m² (c.14,600 sq. ft.) plus external play area and car parking etc.

It was noted that the Minister for Education, Ms. Norma Foley, TD will be attending both Coláiste na Ríochta, Listowel and Killorglin Community College on Friday, February 25th 2022 in relation to the announcement of the extensions to both schools.

The Board welcomed and noted this update.

St. Paul's Basketball Club, Killarney

- In February 2021, St. Pauls Basketball Club, Killarney approached Kerry ETB re the possibility of refurbishing and extending the current sports hall at Killarney Community College.
- An initial meeting between St. Pauls, school management, BOM and Kerry ETB took place on February 23rd 2021.

- O’Keefe O’Connell Architects on behalf of Kerry ETB were appointed to undertake an initial sketch design and feasibility study of the existing Sports Hall. An initial design meeting took place with the appointed architects and stakeholders, on March 26th 2021, and a further meeting between all stakeholders on March 29th 2021.
- The architects provided initial sketches on April 13th 2021, following which all stakeholders met to address the initial plans proposed.
- Feedback was received from the school in relation to the options presented.
 1. Sketch 1: Required the acquisition of lands not currently owned by Kerry ETB.
 2. Sketch 2: Required use of over 60% of the school’s outdoor basketball court.
 3. Sketch 3: Required use of the greenfield to the rear of the site and would result in the school not being able to develop a GAA Pitch in the future.
- Kerry ETB appointed Architects advised that the project in question was in the region of €1m to develop.
- A further meeting was held with St. Pauls to explore alternative options on November 26th 2021 and further sketches were developed by Kerry ETB CAD Technicians.
- Following review of the drawings Kerry ETB, on February 4th 2022, received an email from Padraig Weldon c/o St. Pauls Basketball advising that the club do not wish to proceed with the proposed extension and would be interested in utilising the facility under present arrangements with the school, and may at a future date explore *“sports capital funding regarding seating/balcony running track/upgrading basketball hoops/scoreboard/24-sec shot clock/fixed LCD digital display”*
- Kerry ETB CCT Department met with school management on February 9th 2022 to discuss matters and as agreed, following this meeting an email was sent to St. Pauls confirming the school’s intention to proceed with development works in the hall.
- Kerry ETB are presently working with the school on a number of upgrades to the hall which will be completed over the coming months (roof works, flooring and lighting).
- St. Pauls have advised that the club would be interested in utilising the facility under present arrangements with the school subject to compliance with *“Kerry ETB Guidance to schools/centres on the use of premises by third parties”*.

Anaerobic Digestion Facility Causeway Update

- Kerry ETB are aware of a notice of intent to submit a planning application published in the Kerry’s Eye newspaper on January 10th, 2022, for the following development in Causeway, Co. Kerry:

“I Maurice Leahy intend to apply to Kerry County Council for planning permission to construct a biogas production plant incorporating 1. Two digestion tanks, a pre-mix tank and digestate tank, 2. A substrate storage area and slurry storage tank with associated pumps, 3. To construct a building containing CHP unit and controls for digestion facility and machinery storage, 4. A concrete underground covered soiled water tank with wheel wash, weighbridge and biogas flare unit, 5. To construct a water attenuation tank for storm/rainwater on-site complete with

Class 1 oil interceptor/separator, silt traps, tree-lined boundary fence on the earthen bank and all associated site works on behalf of Sandford Energy Ltd. at 'Sandford', Dromkeen East, Causeway, Tralee, Co. Kerry."

The Board noted this update.

Use of the Kerry ETB Seal

In accordance with Schedule 3, Paragraph (2) of the Education and Training Boards Act 2013, the seal of Kerry ETB will be used to execute the following documents;

1. Lease Renewal and Renunciation between Kerry ETB and West Kerry Care of the Aged in respect of the Lease Renewal for Dingle FET Centre for Rice House, Goat Street, Dingle

MRW Solicitors have advised Kerry ETB by letter, on February 10th 2022, that the owner of the property at Rice House, Dingle will not be in a position to offer the ETB a renewal of the property following the expiry of the new lease in December 2026, as the owners seek to take over occupation of the property on expiry of Kerry ETB's new lease.

Land & Leases

Lease Agreement for Approval

Lease at Liber House, Monavalley Industrial Estate, Tralee - Tralee Youthreach (FET)

Board approval is being sought for the following lease renewal at Liber House, Monavalley Industrial Estate, Tralee. The proposed lease at Liber House would be to accommodate Tralee Youthreach. Presently Kerry ETB are leasing a building at Upper Rock Street, Tralee, Co. Kerry for the delivery of Youthreach. This lease currently costs €43,000 per annum and expired on December 31st 2021. The new lease is proposed to address health and safety concerns (access and egress from the building), as confirmed in a report issued by Egan Safety Solutions within the current building and the need for larger more suitable accommodation.

The proposed premises for lease was previously occupied by Brookfield College and offers facilities such as Home Economics Lab, Science Lab, Art Room, Canteen and large general classrooms.

The following terms for the lease at Liber House, Monavalley Industrial Estate, Tralee:

Rent:	€106,192 (€16 per sq. ft.)(VAT not applicable)
Service charge:	€6,637 per annum (€1 per sq. ft.)
Area:	6,637 sq. ft.
Term:	Two Years (1 st March 2022 – 28 th February 2024).

Kerry ETB will terminate the current lease at Tralee CDP immediately on the grounds of the health and safety issues and will relocate immediately to the new premises at Liber House Tralee, subject to the required lease approvals.

	<p>The Board considered the lease proposal and approved the lease as per the terms above, subject to DoE sanction under DoES Circular 39/2011 and DPER Circular 17/2016.</p> <p style="text-align: center;">Proposed: Cllr. Johnnie Wall Seconded: Cllr. Deirdre Ferris</p>
7.3	<p>Schools, Youth & Music (SYM) Update – Director of SYM</p> <p>The SYM Report, as circulated with the meeting Agenda, was noted by the Board. The Report addressed the following:</p> <ul style="list-style-type: none"> ➤ Development of the Patrons’ Framework on Ethos ➤ Plean Teanga Thrá Lí ➤ Gaelscoil Lios Tuathail ➤ School Updates ➤ Wellbeing Co-Ordinator Update ➤ Youth Development Update ➤ Kerry Local Creative Youth Project Update ➤ Music Generation Update <p>The Director of SYM, Ms. Ann O’Dwyer advised that she would show a video in relation to the Patron’s Framework for the Board at the next meeting.</p> <p>The Director of SYM also advised the Board Members that the Minister of State for Sport and the Gaeltacht, Mr. Jack Chambers, TD would be coming to Gaelcholáiste Chiarraí on March 7th 2022, this visit was deferred due to Storm Eunice, to launch the Irish Language Plan for Tralee.</p> <p>The Board were very complimentary of this development and also it was noted that the Board recorded their support for the submission of a letter to the DoE and the DFHERIS seeking joint approval between the Departments for a full-time Irish Language Officer for Kerry ETB at Grade VII level.</p> <p><u>Update re All-Irish post-primary provision in Killarney (Aonad Lán Gaeilge – Killarney)</u> (Matters arising 4.5)</p> <p>The Director of SYM advised that there was no further update re this matter.</p>
7.4	<p>Further Education and Training (FET) Update</p> <p>The Director of FET Report, as circulated with the meeting Agenda, was noted by the Board. The Report addressed:</p> <ul style="list-style-type: none"> ➤ FET COVID-19 Incident Reports ➤ FET Financials 2022 ➤ Kerry – Live Register ➤ Beneficiaries by Provision ➤ Beneficiaries by Centre ➤ Buildings – Tralee CDP ➤ Wind Turbine Maintenance Apprenticeship - Approved

	<p><u>FET Financial 2022</u> Further to the Report from the Head of Finance, the Director of FET confirmed that to date in 2021 €37,459,736 of SOLAS funding had been utilised by Kerry ETB and that he has requested SOLAS funding of €42,033,805 for 2022, as extra funding is required for the approved extra apprenticeships.</p> <p>This update was noted.</p>
7.5	<p>Organisation Support and Development Update – Director of OS&D As per the Governance Section 6.0 of the Minutes.</p> <p>The Board noted this update.</p> <p>Update re Kerry ETB Head Office Accommodation The Director of OS&D advised the following:</p> <ul style="list-style-type: none"> ➤ Further to discussions at the ETB Board Meeting on February 1st 2022, a letter was sent to the DoE by the Director of OS&D, on February 21st 2022, re Kerry ETB Head Office Accommodation. ➤ The letter addressed the following: <ul style="list-style-type: none"> ➤ The discussion at the ETB Board meeting February 1st 2022, i.e., the current lease term, the need for a permanent Head Office for the ETB and the exploratory discussion with Kerry County Council re the Island of Geese development ➤ The previous proposal submitted to the DoE in 2020 re the purchase of the South Campus from the Institute of Technology Tralee (now MTU). ➤ The letter referenced discussions with Kerry County Council regarding its Masterplan for the old Denny Factory site at The Island of Geese, Tralee and the subsequent letter sent by the ETB to Kerry County Council expressing an interest in this site. ➤ The preference for the ETB to acquire a permanent Tralee town centre Head Office. ➤ The ETB will await approval from the DoE with a view to progressing discussions re The Island of Geese site. <p>The Board noted this update.</p>
7.6	<p>Chief Executive Officer’s (CEO) Update – CEO 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"> ➤ Matters Arising ➤ Annual DoE Review Meeting ➤ Head Office COVID-19 Update ➤ COVID-19 Current Priorities ➤ Tralee Community Training Centre Company Limited by Guarantee ➤ Tralee Regional Sports and Leisure Company Limited by Guarantee ➤ ETB Head Office Accommodation: MTU South Campus Acquisition Proposal

	<ul style="list-style-type: none"> ➤ ETB Head Office Accommodation: The Island of Geese ➤ Kerry ETB Logo New Design Development <p>Tralee Community Training Centre Company Limited by Guarantee (Tralee CTC)</p> <p>A comprehensive update was given on Tralee CTC matters with input by both the Directors of FET and OS&D.</p> <p>Cllr. Deirdre Ferris thanked the staff involved for all the work that is going on re this matter and also complimented the work of the current interim Manager, who is currently working to increase enrolments at the Centre.</p> <p>The CEO gave assurances that it is the full intention of the ETB that the provision as provided by Tralee CTC will continue, but going forward this may be in the form of a Youthreach Centre model.</p> <p>Kerry ETB Logo New Design Development</p> <p>The CEO provided the following update:</p> <ul style="list-style-type: none"> ➤ The redevelopment of the Kerry ETB logo is a work in progress. ➤ A meeting with the third party supplier leading out the initiative took place on Monday, February 21st 2022 to address same. ➤ Four options under consideration ➤ When the final decision is made, if we agree to proceed with a revised/redesigned logo, it will be rolled out with the new ETB Strategy Statement 2023-2027. ➤ Options under consideration are based on the revision/redesign of the current ETB logo <p>This matter will be kept under consideration by the Board and it was noted that this will be further explored by Senior Management at an upcoming In-Service.</p>
7.7	<p>Members' Business</p> <p>There were no matters raised under Members' Business at this meeting.</p>

02/2022/8	CORRESPONDENCE COMHFHREAGRAS
8.1	<p>DoE Correspondence: Noted as listed</p>
8.2	<p>DoE Circular Letters: Noted as listed</p>
8.3	<p>DoE Press Releases:</p>

	Noted as listed
8.4	Department of Further and Higher Education, Research, Innovation and Science Correspondence: Noted as listed
8.5	Department of Further and Higher Education, Research, Innovation and Science Press Releases: Noted as listed
8.6	Department of Children, Equality, Disability, Integration and Youth: Noted as listed
8.7	ETBI Correspondence: Noted as listed
8.8	SOLAS Correspondence: Noted as listed
8.9	Other Correspondence: Noted as listed.

02/2022/9	ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH
	<p>An Cathaoirleach asked that the CEO write a letter to the management of South West College in Omagh and also the University of Ulster seeking opportunities for cross-border co-operation in the area of further and higher education with Kerry ETB.</p> <p>It was agreed that the next meeting would take place in Killarney and KDYS would be invited to attend the meeting from 4.15pm to 4.45pm. The Board Meeting would then commence at 4.45pm.</p> <p>Next Kerry ETB Board Meeting:</p> <div style="background-color: black; color: white; padding: 10px; text-align: center;"> <p>Tuesday, March 29th 2022 at 4.15pm</p> </div>

Signed/Sínithe: _____ Date/Dáta: _____