

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

Date and Time:	Tuesday 24th June 2025
Location:	The Ashe Hotel, Tralee
Cathaoirleach:	Cllr. Norma Moriarty
Secretary:	Ms. Ann O'Dwyer, Chief Executive Officer
Attendance (Reserve Members):	<ul style="list-style-type: none"> • Cllr. Norma Moriarty • Cllr. Anne O'Sullivan • Cllr. Paul Daly • Cllr. Angie Baily • Cllr. Niall Kelleher • Cllr. Deirdre Ferris • Cllr. Teddy O'Sullivan Casey • Cllr. Martin Grady • Cllr. Marie Moloney • Cllr. Maura Healy-Rae • Cllr. Tommy Griffin • Mr. Joseph Brennan • Mr. Michael Larkin McCarthy • Mr. Noel Keenan • Ms. Maria O'Gorman • Ms. Lorraine O'Sullivan
Attendance (Executive Members):	<ul style="list-style-type: none"> • Ms. Ann O'Dwyer, Chief Executive Officer • Ms. Maria Brennan, Director of Organisation Support and Development • Mr. Owen O'Donnell, Director of Further Education and Training (FET) • Mr. Con Moynihan, Director of Schools, Youth and Music (SYM) • Ms. Betty Corkey, Head of Corporate and Procurement • Ms. Heather Shanahan, Head of Finance • Mr. Pádraig O'Sullivan, Head of Technology, Estates and Sustainability (TES) • Ms. Donna Monson, Corporate and Procurement Department • Ms. Eileen Diggin, Executive Support
	CONFLICT OF INTEREST/DISCLOSURE OF INTERESTS

	<p>As per Section 1.18 of Circular Letter (CL) 0083/2024, a conflict-of-interest form was circulated to each Board Member before the meeting for signature.</p> <p>An Cathaoirleach reminded members re the importance of completing the conflict-of-interest form at the start of the meeting and informed Board members that the meeting would go ahead once all forms were complete.</p>
06/2025/1	APOLOGIES AND CONDOLENCES LEITHSCÉALTA AGUS COMHBHRÓN
1.1	<p>Apologies were noted for the following Board members:</p> <ul style="list-style-type: none"> • Ms. Katherina Broderick • Cllr. Liam Nolan • Mr. Daniel O'Donoghue • Ms. Annette Steinborn • Mr. John O'Connor
1.2	<p>Condolences/Comhbhrón</p> <p>An Cathaoirleach expressed her sympathy and that of the Board to:</p> <ul style="list-style-type: none"> ➤ Ms. Liz Forsyth, Human Resources on the passing of her sister Ms. Martina Girvin (née Forsyth) ➤ Ms. Maaïke Verhuizen, Youthreach Co-ordinator on the passing of her brother Mr. Harm Verhuizen ➤ Ms. Assumpta Nolan, Finance and Ms. Monica Dillane, Quality Assurance on the passing of their mother Ms. Hannah Lynch, (née O'Connor) ➤ Mr. Stephen Lane, Kerry College, Listowel on the passing of his Aunt Ms. Kate O'Connor ➤ Ms. Sinéad Ní Chathasaigh, Gaelchólaiste Chiarraí on the passing of her sister-in-law Ms. Nuala O'Sullivan Lane ➤ Ms. Esther Lavery, An Tóchar FET Centre, on the passing of her mother-in-law Ms. Mary Lavery ➤ Mr. Fergus Mac Muiris, Gaelchólaiste Chiarraí on the passing of his aunt Ms. Norah Houlihan ➤ Ms. Laura Mc Crohan, Killarney Community College on the passing of her aunt Ms. Martina Girvin ➤ Ms. Tricia Ní Dubháin, Gaelchólaiste Chiarraí on the passing of her father Mr. Michael (Mick) Devine ➤ Ms. Sharon Browne, AEO, Head Office on the passing of her sister Ms. Jacqui Browne
06/2025/2	CONGRATULATIONS COMHGHAIRDEAS
	Congratulations/Comhghairdeas

	<p>An Cathaoirleach extended congratulations to the following:</p> <p>Castleisland Community College and Gaelcholáiste Chiarraí, Tralee were presented with a Gaelbhratach (Irish flag) at a special ceremony. This is a fantastic achievement for our schools and a clear reflection of the enthusiasm, creativity, and leadership shown by students and staff in promoting the Irish language in everyday school life.</p> <p>Kerry College, Clash Campus has been awarded the prestigious Amber Flag by Pieta, recognising its outstanding commitment to promoting mental health awareness and wellbeing across the college community.</p> <p>We would like to congratulate all Leaving Certificate, Leaving Certificate Applied and Junior Certificate students who have participated in exams this summer. We wish them a relaxing and enjoyable Summer.</p> <p>We would also like to sincerely thank our Principals, Deputy Principals, Teachers, SNAs and School Staff for their dedication and commitment throughout the year. There have been many accomplishments this year that reflect the strength, spirit and inclusivity in our schools</p> <ul style="list-style-type: none"> ➤ Congratulations were extended to the following Board members: <ul style="list-style-type: none"> ○ Cllr. Norma Moriarty on her election as Cathaoirleach of the Kenmare Municipal District ○ Cllr. Marie Moloney on her election as Leas-Cathaoirleach of Kerry County Council ○ Cllr. Martin Grady on his election as Cathaoirleach of Killarney Municipal District
06/2025/3	MINUTES MIONTUAIRISCÍ
3.1	<p>The minutes of the Board meeting held on 27th May 2025 were presented to the Board for approval.</p> <p style="text-align: center;">Proposed: Cllr. Angie Baily Seconded: Cllr. Marie Moloney</p> <p>The minutes were adopted and signed at the meeting by an Cathaoirleach.</p>
06/2025/4	MATTERS ARISING FROM MINUTES NITHE ATÁ AG ÉIRÍ AS NA MIONTUAIRISCÍ
4.1	<p>High Court Summons, Pension Proceedings</p> <p>The Board was advised that there was no further update currently regarding this matter.</p> <p>It was agreed by Board members that this topic would be removed from matters arising, on the agenda, until an update is available.</p>

<p style="text-align: center;">4.2</p>	<p>Kerry College Killarney Campus Building Project – see <i>Technology, Estates and Sustainability Report Section 7.4 from 27th May 2025 Board Meeting</i>.</p> <p>Further to the discussion at the ETB Board meeting on 27th May 2025, matters were progressed as follows:</p> <p>Kerry ETB received feedback from SOLAS on 2nd June 2025 and is presently finalising the document for formal submission. It is hoped this will be submitted in early July 2025.</p> <p>Once the site acquisition process has been finalised via the multi-criteria analysis, Kerry ETB will be permitted to engage technical expertise to assist with the refinement and re-submission of the preliminary business case, this process will take c. 6 weeks following completion of the site acquisition process. Kerry ETB will not be permitted to appoint this resource until SOLAS has reviewed the formal site acquisition submission.</p> <p>The proposed zoning change affecting the Sara Lee Site, as outlined in Proposed Variation No. 2 to the Kerry County Development Plan 2022–2028, is currently open for public consultation.</p> <p>The variation proposes to rezone the Sara Lee Site for Education use. This change aligns with the strategic planning objectives for the Killarney Municipal District and reflects the planned development for the area being progressed by Kerry ETB through the College of the Future (CoTF) fund.</p> <p>Board members expressed their concerns regarding the lack of accommodation in the area and inquired whether there would be accommodation available on campus. The Head of Technology, Estates and Sustainability clarified that accommodation would not form part of this campus development, due to funding restrictions.</p> <p>A further update will be provided at the next Board meeting on 30th September 2025, as this will be an ongoing process.</p>
<p style="text-align: center;">4.3</p>	<p>Tralee Sports and Leisure Centre Company Limited by Guarantee</p> <p>The Head of Technology, Estates and Sustainability informed the Board that Kerry ETB has published a tender for the potential engagement of a Loss Assessor if required to negotiate insurance settlement.</p> <p>On 9th June, 2025, Kerry ETB met with the insurer's representatives (Owen McCarthy Claims - OMC Claims) and reviewed the claim in full under the following headings:</p> <ul style="list-style-type: none"> ● Demo Costs Incurred to Date. ● Temporary Modular Unit ● Ball/Squash Courts ● Damaged Equipment and Contents ● Budget Cost Estimate for Reinstatement <p>On 18th June 2025, Kerry ETB received a letter from IPB and understand that a payment of a further €870,000 has been recommended to IPB for payment to Kerry ETB under the claim summarised as follows:</p> <ul style="list-style-type: none"> ● c.€235,000 for Phase 1 Works (Demo and Re-Opening) ● c.€50,000 for Contents

	<ul style="list-style-type: none"> • c.€500,000 for the Temporary Modular Gym • c.€85,000 for Further Demolition of the Ball/Squash Courts to make safe the area. <p>Kerry ETB met with Kerry County Council (CEO and Head of Finance) and Tralee Regional Sports and Leisure Company Limited by Guarantee (Manager and Chairperson) on 10th June 2025, to review the Business Continuity Plan for the centre.</p> <p>The third Development Committee meeting took place on 13th June 2025, where a detailed update on the insurance claim was reviewed and plans finalised for the tender of the temporary modular unit.</p> <p>On 20th June 2025, Kerry ETB published a tender for the supply and installation of the temporary modular building of 150m² for the gym.</p> <p>Kerry ETB, with approval from IPB’s representatives, are preparing to demolish the residual sports hall/squash courts and aerobics studio due to the roof collapse, the site was reviewed and confirmed compromised by Malachy Walsh and Partners Engineers. Kerry ETB will continue its engagement with United Metal Recycling to undertake the demolition works ahead of the modular unit being installed.</p> <p>Board members were informed that a Business Plan will be presented later in the Board Meeting by the Chairperson and Manager of Tralee Regional Sports and Leisure Centre Limited by Guarantee.</p> <p>An Cathaoirleach thanked the Head of TES Department for the update.</p>
<p>4.4</p>	<p>Blennerville Project</p> <p>Following the discussion from the Kerry ETB Board meeting on 27th May 2025, the Director of Further Education and Training informed the Board, that a proposal was submitted to Kerry County Council on the 4th June 2025, for the change of use of the Blennerville site to incorporate a Marine Ecology Training Facility.</p> <p>Kerry ETB received agreement to the proposal from Kerry County Council on the 18th June 2025.</p> <p>Therefore, Board approval was sought to proceed with the lease under the following terms:</p> <ul style="list-style-type: none"> ➤ Term - 15 Years ➤ Rent- €20,000 per annum ➤ Landlord- Kerry County Council ➤ Area – c.3000 sq. Ft ➤ Does not include the café <p style="text-align: center;">Proposed: Cllr. Niall Kelleher Seconded: Cllr. Angie Baily</p> <p>An Cathaoirleach welcomed this update and thanked all involved for their help in progressing the proposal to this point.</p>

<p>4.5</p>	<p>Correspondence from Finance Committee to an Cathaoirleach, as circulated in advance of the Board meeting</p> <p>The CEO informed the Board that following recommendation from the Finance Committee and Kerry ETB Board, Kerry ETB issued correspondence to the Department of Education and Youth (DEY) in relation to Youth Funding on 4th June 2025 requesting an update on per capita allocation and how Kerry rated in relation to other ETB areas and requesting clarity on how funding was allocated.</p> <p>DEY responded and advised that DEY are visiting all ETBs in the coming weeks. This issue will be raised again at the local meeting.</p> <p>DEY have launched the application process for the ten new UBU services announced in Budget 2025.</p> <p>Kerry ETB are in the process of preparing a submission which is due on the 11th of July 2025.</p> <p>The CEO also advised that based on recent information received from ETBI, Kerry rated in 9th place nationally in relation to per capita allocation i.e. Kerry receives €41.07 per capita. This issue will be raised again at the next Board meeting on 30th September 2025.</p> <p>Board Members welcomed this update.</p>
<p>06/2025/6</p>	<p style="text-align: center;">GOVERNANCE RIALACHAS</p>
<p>6.1</p>	<p>Risk Management update - circulated in advance</p> <p>The Director of Organisational Support and Development (OSD) presented the Board with a review of the Corporate Risk Register, in particular a review of Risk Number 4: The challenge of meeting the expectations of stakeholders in relation to equality, diversity and inclusion (EDI).</p> <p>The Director of OSD explained that Kerry ETB faces a significant operational risk related to its legal obligations under Section 42 of the Irish Human Rights and Equality Commission (IHREC) Act 2014. This includes the duty to assess, address, and report on human rights and equality issues relevant to its operations.</p> <p>The potential risk consequences were also noted to the Board:</p> <ul style="list-style-type: none"> • Regulatory Action: Possible formal review by IHREC. • Reputational Damage: Public criticism and loss of stakeholder trust. • Legal Exposure: Increased risk of legal challenges. • Operational Disruption: Internal audits and resource diversion. • Strategic Impact: Hindrance to achieving inclusive service delivery and staff wellbeing. <p>Further to this, the Director of OSD advised the Board of the current controls and actions that Kerry ETB have taken in order to mitigate the risk, which were as follows:</p> <ul style="list-style-type: none"> • External Consultation (2023): a comprehensive assessment involving staff and stakeholders was conducted

	<ul style="list-style-type: none"> • Public Sector Duty (PSD) Action Plan 2024–2025: Developed and published, outlining key initiatives. • Annual Reporting: Progress reported in the Kerry ETB Annual Report. • Inclusive Practices: Equal opportunity recruitment, family-friendly policies, and reasonable accommodations. • Training: Senior management completed unconscious bias training in March 2024. • Policy Frameworks • Inclusive Policy Development Checklist • OSD Policy Development Group established • Policy templates aligned with accessibility standards • EDI Action Group: Terms of Reference developed; first meeting scheduled for September 2025. • Gender Pay Gap Reports: Published for 2023 and 2024. <p>The Board were advised of the following ongoing and planned actions:</p> <ul style="list-style-type: none"> • Organisational Policy Review: Systematic review of policies and procedures currently underway. • Diversity and Inclusion Framework (2025–2027): • Irish Centre for Diversity engaged for a two-year project. • Organisation-wide culture audit and DEI training. • Review of employment documentation. • Development of a new Human Rights Duty Assessment and Action Plan for 2026–2027. • Accreditation framework and benchmarking support. <p>An Cathaoirleach thanked the Director of Organisational Support and Development for her comprehensive update.</p>
<p>6.2</p>	<p>Information Security Management Systems (Cybersecurity) update - circulated in advance</p> <p>The Director of OSD advised the Board of Kerry ETB’s next Priority: Develop the Kerry ETB ISMS Strategy.</p> <p>Aligning with Kerry ETB Strategy Statement 2023–2027:</p> <ul style="list-style-type: none"> • Identify information security implications that could prevent achieving objectives • Articulate issues as specific information security objectives for the ISMS <p>IAU/KOSI Commitment for 2025 - Compliance with ISMS Audit Area 1:</p> <ul style="list-style-type: none"> • Collaborate with ETBs to generate a Context Analysis Document (Cyber Security Governance – Top-Down Approach) • Prepare the first iteration of the Kerry ETB ISMS Strategic Objectives <p>The Board was advised that a Strategic Risk Mapping workshop has been scheduled for Senior Management on the 20th August 2025, and this workshop is to be facilitated by Mr. Robert Moore, Risk Manager, IPB.</p> <p>The Workshop objectives were noted as follows:</p> <ul style="list-style-type: none"> • Ensure senior leadership awareness of information security threats - ISMS is not an IT issue but a whole organisation wide responsibility

	<ul style="list-style-type: none"> • Identify key areas of vulnerability across strategic objectives • Prioritise strategic-level risks for inclusion in the ISMS risk register • Agree on appropriate measures for Kerry ETB (minimum and desirable targets) <p>Training:</p> <ul style="list-style-type: none"> • All Kerry ETB Managers to prioritise a two-hour ISMS training session in Q4 2025 <p>ISMS Development Process:</p> <ul style="list-style-type: none"> • Analyse the Kerry ETB Strategy Statement 2023–2027 • Identify Information Security relevant objectives • Identify issues/risks within these objectives • Define ISMS Objectives • Develop an implementation plan for each ISMS objective <p>Board members welcomed this update and thanked the Director of OSD</p>
6.3	<p>Health and Safety update - <i>circulated in advance</i></p> <p>The Head of Corporate and Procurement advised Board members that the Risk Assessment Program continued throughout May and June, with the following activities reported:</p> <p>Risk assessment programme</p> <ul style="list-style-type: none"> • Schools and centres were inspected and assisted with risk assessments throughout May with 6 visits to centres and 3 visits to schools being carried out <p>Training that took place:</p> <ul style="list-style-type: none"> • Standard Operating Procedure for Science Area training for science teachers in Killorglin CC and Gaelcholáiste Chiarraí <p>Safety Management System</p> <ul style="list-style-type: none"> • Monthly meetings between Head of Corporate and Procurement and the Health and Safety Officer continued. • A safety update meeting with the Director of Schools, Youth and Music was held on the 29th May 2025. • A safety update meeting with the Director of Further Education and Training was held on the 18th June 2025. <p>Board Members thanked the Head of Corporate and Procurement for this update and asked to be kept updated on this matter.</p>
6.4	<p>Minutes of Section 44 Committees – <i>as circulated in advance</i></p> <p>The following Section 44 Committees’ minutes, as circulated with the agenda, were presented for approval:</p> <ul style="list-style-type: none"> ➤ Two Mile CNS minutes, meeting date 10.06.2024 ➤ Two Mile CNS minutes, meeting date 25.11.2024 ➤ Coláiste na Sceilge minutes, meeting date 29.01.2025 ➤ Coláiste na Ríochta minutes, meeting date 10.02.2025 ➤ Music Generation minutes, meeting date 13.03.2025

	<ul style="list-style-type: none"> ➤ Killarney Community College minutes, meeting date 26.03.2025 ➤ Causeway Comprehensive minutes, meeting date 28.04.2025 ➤ Castleisland Community College minutes, meeting date 27.03.2025 ➤ Youthreach minutes, meeting date 16.04.2025 ➤ Kerry College Governance minutes, meeting date 08.04.2025 ➤ Coláiste na Ríochta minutes, meeting date 20.05.2025 ➤ Coláiste na Sceilge minutes, meeting date 20.05.2025 ➤ Killorglin Community College, meeting date 26.09.2024 ➤ Killorglin Community College, meeting date 04.02.2025 ➤ Killorglin Community College, meeting date 08.04.2025 <p>The Board approved the above listed minutes as presented.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Teddy O’Sullivan Casey</p>
6.5	<p>Minutes of Section 44 Partnership Schools Committees – as circulated in advance</p> <p>The following Section 44 Partnership Schools Committees’ minutes, as circulated with the agenda, were taken as read and noted by the Board.</p> <ul style="list-style-type: none"> ➤ Scoil Phobail Sliabh Luachra, Rathmore minutes 14.02.2025 ➤ Scoil Phobail Sliabh Luachra, Rathmore minutes 24.02.2025 ➤ Scoil Phobail Sliabh Luachra, Rathmore minutes 02.04.2025 ➤ Scoil Phobail Sliabh Luachra, Rathmore minutes 28.04.2025 ➤ Scoil Phobail Sliabh Luachra, Rathmore minutes 26.05.2025 <p>The Board noted the above minutes as presented.</p>
6.6	<p>Minutes of Section 45 Committees – as circulated in advance</p> <p>The following Section 45 Committees’ minutes, as circulated with the agenda, were taken as read and noted by the Board.</p> <ul style="list-style-type: none"> ➤ Signed minutes from Audit and Risk Committee meeting of 19.03.25 ➤ Summary Report from Audit and Risk Committee meeting of 05.06.25 <p>The Board noted the above minutes as presented.</p>
6.7	<p>Establishment of Section 44 Committees (CL 0083/2024) – as circulated in advance</p> <p>Further to the establishment of the Section 44 committees as was addressed at the 10th December 2024 Board meeting, the following Kerry ETB members/nominees’ appointments were presented for approval.</p> <p>Youth Work Committee in accordance with Section 44 of the ETB Act 2013 - for Appointment. Statutory Sector representative</p> <p style="text-align: center;">Nominee: Statutory Sector representative Denis Costelloe - Kerry County Council</p>

	<p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Anne O’Sullivan</p> <p>The Board approved this appointment as per Section 44 ETB Act 2013.</p>
<p style="text-align: center;">6.8</p>	<p>Scoil Phobail Sliabh Luachra Membership Update</p> <p>Approval was sought to replace Mr. Con Moynihan with Mr. Seamus Whitty on the Board of Scoil Phobail Sliabh Luachra, due to Mr. Con Moynihan’s recent appointment to Director of Schools, Youth and Music, to take effect from the 1st August 2025.</p> <p>The Board approved this appointment.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Marie Moloney</p>
<p style="text-align: center;">6.9</p>	<p>Annual Report 2024, as per Section 28 of the ETB Act 2013</p> <p>The draft Annual Report 2024 was circulated to Members in advance of the Board meeting</p> <p>The report was presented by the Head of Corporate and Procurement to the Board for approval and adoption, as per Section 28 of the Education and Training Boards Act, 2013. Once adopted, the report will be submitted to the Minister for Education by 30th June 2025 for presentation to both Houses of the Oireachtas.</p> <p>As per the provisions of Section 28, Education and Training Boards Act 2013, the Annual Report 2024, as presented, was formally adopted by the Board.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Teddy O’Sullivan Casey</p> <p>An Cathaoirleach and the CEO, thanked the Head of Corporate and Procurement for compiling and producing the 2024 Annual Report.</p>
<p style="text-align: center;">6.10</p>	<p>Chairperson’s Comprehensive Report to the Minister for Education</p> <p>The Chairperson’s Comprehensive Report to the Minister for Education, as per Sections 6.8 and 6.9 of the Code of Practice for Governance of ETBs (CL0084/2024), was presented by the Head of Corporate and Procurement to the Board for approval.</p> <p>Together with the Annual Report and Financial Statements, Kerry ETB must furnish a comprehensive report signed by the Chairperson to the Minister. The report was sent to the Chairperson in advance of the Board meeting.</p> <p>The Chairperson’s Comprehensive Report to the Minister for Education, as per Sections of CL0084/2024, was approved by the Board.</p> <p style="text-align: center;">Proposed: Mr. Noel Keenan Seconded: Cllr. Paul Daly</p> <p>Chairperson’s Comprehensive Report was signed by An Cathaoirleach and will be returned to the Minister with the Kerry ETB Annual Report by the 30th June 2025.</p>

<p>6.11</p>	<p>Gaelcholáiste Chiarraí - Hurling Wall Proposal – as circulated in advance</p> <p>Kerry ETB sought approval in principle to allow engagement between Kerry ETB and Kerry County Board to discuss the proposal as set out.</p> <p>The Director of Schools, Youth and Music presented the Board with summary of a letter from Gaelcholáiste Chiarraí, that was circulated in advance of the meeting, the following was noted.</p> <ul style="list-style-type: none"> • The area available for development is of a limited size and will not be suitable for a full-sized pitch. • However, it is believed that it may be well suited to a reduced size or half sized pitch, potentially incorporating features such as a hurling wall or similar training infrastructure. • Significant potential in collaborating with the Kerry County Board, who have expressed interest in the site, particularly due to its proximity to Austin Stack Park. From the school's perspective, this partnership could bring considerable benefits in terms of expertise, shared resources, and enhanced sporting opportunities. <p>The Board approved the above in principle as presented.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Cllr. Niall Kelleher</p>
<p>6.12 (a)</p>	<p>Lyreacrompane - Preschool Lease Proposal – as circulated in advance</p> <p>Approval was sought for the Lyreacrompane - Preschool Lease, as presented:</p> <ul style="list-style-type: none"> ➤ The proposed terms of lease for the preschool are to maintain the same rental amount of €50 per week (€2,600 per annum) ➤ Kerry ETB will insure the preschool building under their insurance policy and then recoup that cost from the tenant. ➤ The tenant will be responsible for maintaining the building ➤ A term of 10 years with a review after 5 years. In this manner if the tenant is not performing, Kerry ETB have the option to seek a new tenant after 5 years. <p style="text-align: center;">Proposed: Cllr. Maura Healy Rae Seconded: Mr. Joseph Brennan</p> <p>The Board approved the lease as presented.</p>
<p>6.12 (b)</p>	<p>After School Service, Two Mile Community National School – Lease Proposal – as circulated in advance</p> <p>Approval was sought for a lease for an After School Service in Two Mile Community National School. Expressions of Interest were sought and Ms. Maire Sheeny, Curious Minds applied to establish the After School Service.</p> <p>The following lease terms were presented:</p> <ul style="list-style-type: none"> • The lease will be for a term of one year.

	<ul style="list-style-type: none"> • The provision of the service will be cost neutral for the school. • The provider will pay a weekly figure for rent, heat and electricity - €50 total per week. <p style="text-align: center;">Proposed: Cllr. Marie Moloney Seconded: Cllr. Maura Healy Rae</p> <p>The Board approved the lease as presented.</p>			
6.13	<p>Apprenticeship Funding 2025</p> <p>Addressed by the Director of Further Education and Training Report later in the meeting.</p>			
6.14	<p>Circular Letter 09/2024 - Reporting on the Use of Centralised Procurement</p> <p>The Head of Corporate and Procurement informed the Board of reporting requirement as per <i>Circular Letter 09/2024 – Reporting on the Use of Centralised Procurement Arrangements</i>. This Circular requires public bodies to report annually on the use of centralised procurement arrangements, including the requirement to provide concise reason(s) for not availing of a centralised procurement arrangement, where one existed for the award of contracts for goods and services valued over €140,000.</p> <p>Kerry ETB reported on one project that did not fit in with this Circular requirement. It was presented to the Board as follows:</p> <table border="1" data-bbox="373 1099 1485 1294"> <tr> <td data-bbox="373 1099 1485 1144">Formula Networks Ltd for supply of Sonicwall Firewalls & Associated Services: €200,000</td> </tr> <tr> <td data-bbox="373 1144 1485 1189">Kerry ETB Procured for Specific Purpose.</td> </tr> <tr> <td data-bbox="373 1189 1485 1294">OGP Framework for Firewalls and Associated Services Mini Competition garnered no tender responses.</td> </tr> </table> <p>The Board noted this and thanked the Head of Corporate and Procurement for the update.</p>	Formula Networks Ltd for supply of Sonicwall Firewalls & Associated Services: €200,000	Kerry ETB Procured for Specific Purpose.	OGP Framework for Firewalls and Associated Services Mini Competition garnered no tender responses.
Formula Networks Ltd for supply of Sonicwall Firewalls & Associated Services: €200,000				
Kerry ETB Procured for Specific Purpose.				
OGP Framework for Firewalls and Associated Services Mini Competition garnered no tender responses.				
6.15	<p>Presentation Update from Tralee Regional Sports and Leisure Company Limited by Guarantee.</p> <p>Mr. Finbar Griffin, Manager of the Tralee Regional Sports and Leisure Company Limited by Guarantee and Mr. Jim Finucane, Chairperson of the Board of Tralee Regional Sports and Leisure Company Limited by Guarantee, gave a comprehensive presentation on the situation within the company.</p> <p>Mr. Griffin gave a presentation outlining the Centre’s progress and future plans. He advised the Board that the Centre had been self-financing for many years and did not rely on grants, which had been a significant achievement. However, on the 6th January 2025, a catastrophic incident occurred when the roof collapsed, resulting in the loss of a large part of the facility within seven seconds. He described the severe impact this has had on the company.</p>			

	<p>Since then, the pool has been reopened in March, and a modular gym is planned to be installed in Q4. Design work for new developments is expected to commence in the near future.</p> <p>The Manager and Chairperson both emphasised that the revised ambition for the Centre is to pursue a realistic and achievable plan. The new approach will focus on functionality, adaptability, flexibility, and careful monitoring of delivery speed and costs. They stressed the importance of meeting deadlines, citing the reopening of the pool on schedule as an example of success that was well received by the community.</p> <p>Management is encouraging continued support through membership retention and community promotion efforts to help rebuild the business.</p> <p>An Cathaoirleach and the Board thanked Mr. Griffin and Mr. Finucane for their presentation and all the work that has been done to date.</p>
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06/2025/7	CE'S REPORTS & QUESTIONS ON CE'S REPORTS TUAIRISCÍ AN PHRÍOMHFHEIDHMEANNAIGH AGUS CEISTEANNA ORTHU
7.1	<p>Schools Youth and Music Report</p> <p>The Schools, Youth and Music Report, circulated in advance of the meeting, was noted by the Board and taken as read.</p> <p>The report addressed the following:</p> <ul style="list-style-type: none"> • Circular 0045/2025 • Circular 0039/2025 • Review and Planning Day • Memorandum of Understanding with Mary Immaculate College • Erasmus funding approved for Leaders visit to Scandinavia • AI session on Prompt Design Kerry College Staff • Prompt Design Guide for teachers developed • AI session with Principals and how we can use AI in schools for efficiency, plans, resources, and to support students. • Draft AI Policy for schools • REALT • Gift of Land at Tahilla • Youth Development • Music Generation <p>Board Members thanked the Director of Schools Youth and Music for his comprehensive report.</p>
7.2	<p>Further Education and Training Report</p> <p>The Further Education and Training Report circulated at the meeting, was noted by the Board and taken as read.</p>

The report addressed the following:

- Mid-year Submissions
- Apprenticeship Funding Issues
- 2025 YTD Beneficiaries
- Kerry ETB Capital Update
- Blennerville Project Update
- Kerry College Commercial Diving Training Programme Update

The Board were presented with the 2025 Mid-year submissions (see below), in which estimated requirement includes 2024 deficit of €755,000.

The Director of Further Education and Training (FET) provided the Board with an update on the Apprenticeship Funding for 2025.

Funding Pot	SOLAS Allocation	Estimated Requirement	Variation
Core	€12,908,000	€13,026,952	-€118,952
Workforce Skills	€13,591,000	€13,526,014	€64,986
Pathways	€11,220,000	€11,590,902	-€370,902
Apprenticeship	€11,515,000	€13,001,890	-€1,486,890
Strategic	€312,000	€21,745	€290,255
Totals	€49,546,000	€51,167,511	-€1,621,511

The following Apprenticeship Funding issues were presented to the Board, for the 13 planned intakes for 2025:

- FET Non-Apprenticeship Shortfall - €134,613
- Apprenticeship Shortfall - €1,486,890

The majority of the Apprenticeship funding shortfall outlined above is based on the Phase 4 and 6 allowances as outlined below MTU Kerry intakes in the 2025 September term.

Trade	Phase 4	Phase 6	Total
Agricultural Mechanic	1	1	2
Carpentry and Joinery	3	2	5
Electrical	4	2	6
Total	8	5	13

A particular concern was raised by the FET Director that relates to an additional 6 intakes planned for MTU in September 2025, bringing the total number of intakes to 19, this was first notified to Kerry ETB by the National Apprenticeship Office (NAO) on the afternoon of 24th June 2025 while the Board Meeting was taking place.

The FET Director informed the Board that this funding requirement was based on the intake of 13 cohorts, with the current projection now potentially rising to 19 intakes the SOLAS allocation of additional funding to support this increase is considered critical.

Board members voiced their concerns and agreed that as a result of this, an emergency meeting with the relevant Departments would need to take place as a matter of urgency.

	<p>The Board acknowledged the seriousness and time sensitivity of the matter and agreed that immediate attention and action are required.</p> <p>Board Members thanked the FET Director for his report and update and requested an update on the progress in regard to the Apprenticeship Funding as discussed at the next Board Meeting.</p>
<p>7.3</p>	<p>Director of Organisation Support and Development Report</p> <p>The Organisation Support and Development Report, circulated in advance of the meeting, was noted by the Board, and taken as read.</p> <p>The report addressed the following:</p> <ul style="list-style-type: none"> • High Court Proceedings (under Matters Arising) • Governance, Compliance and Risk System <ul style="list-style-type: none"> - Internal Control System - Modules in development or being tested - Sampling - Continuous Improvement Tool - Desktop Monitoring • Internal Audit Unit (IAU) Audits <ul style="list-style-type: none"> - Youth Services Audit - School Utilisation Recruitment & Utilisation of Teachers Audit - School Contributions Audit - Solas Capital Funding - Devolved Funding and Completed Projects in Kerry ETB Audit - Information Security Management System <p>An Cathaoirleach thanked the Director of OSD for the report.</p>
<p>7.4</p>	<p>Technology Estates and Sustainability Report</p> <p>The Technology, Estates and Sustainability Report, circulated in advance of the meeting, was noted by the Board and taken as read.</p> <p>The report addressed the following topics:</p> <ul style="list-style-type: none"> • Matters Arising <ul style="list-style-type: none"> - Kerry College Killarney Campus Building Project - Tralee Sports and Leisure Centre Company Limited by Guarantee - Blennerville Bakery School • Circular 0042/2025 - ICT Infrastructure Grant Scheme • Kerry ETB Windows Impact • Green Devolved Funding • Sustainability and Climate Action Plan • Gift of Land at Tahilla • Lease - Áras an Phobhail Tralee • Units 1 and 4 Davcon House, Monavalley • Block T9, Halls 1 and 2 • Killorglin Sports and Leisure Company Limited by Guarantee (KSLC) • Leases to Third Parties • Tralee Regional Sports and Leisure Complex Company Limited by Guarantee (TRSLC)

	<ul style="list-style-type: none"> • Shed at Causeway Comprehensive School • Summer Works Submissions 2025 <p>An Cathaoirleach thanked the Head Technology, Estates and Sustainability for the report.</p>
7.5	<p>Finance Report</p> <p>The Finance Report, circulated in advance of the meeting, was presented to the Board by Head of Finance.</p> <p>The report addressed the following:</p> <ul style="list-style-type: none"> • Kerry ETB Cash Grants as at 31st May 2025 • Financial Status <ul style="list-style-type: none"> -Head Office -Schools, Post Primary – Non pay -Community National Schools -Youth and Music -Further Education and Training <p>It was proposed by Cllr. Deirdre Ferris that Kerry County Council may have the capacity to increase the subvention for the Music Generation Programme given the programmes strong presence at numerous county events and festivals.</p> <p>It was proposed that Kerry ETB formally approach Kerry County Council to request an increased level of funding.</p> <p style="text-align: center;">Proposed: Cllr. Deirdre Ferris Seconded: Ms. Lorraine O’Sullivan</p> <p>The Board agreed that efforts should be made to identify further sources of financial support, as the programme is currently unable to meet the growing demands.</p> <p>An Cathaoirleach thanked the Head of Finance for the report.</p>
7.6	<p>Chief Executive’s Report</p> <p>The Chief Executive’s Report, circulated in advance of the meeting, was noted by the Board and taken as read.</p> <p>The Report addressed the following matters:</p> <ul style="list-style-type: none"> • Apprenticeship Funding Update • SOLAS Meeting • ETBI Review • TRSLC Progress • Blennerville Project Update • Green Devolved Capital Grants • Offshore Wind Skills Expert Advisory Group • South Campus Update • Kerry ETB MTU Meeting • Gift of Land - Tahilla Community National School • Youth Work Update

	<ul style="list-style-type: none"> National Youth Council of Ireland – Why Budget 2026 must deliver DEY Education Plan 2025 <p>An Cathaoirleach thanked the Chief Executive Officer for her report.</p>
06/2025/8	CORRESPONDENCE COMHFHREAGRAS
8.1	DES Correspondence/Comhfhreagras na Roinne O&S: Noted as listed
8.2	DES Circular Letters/Imlitreacha na Roinne O&S: Noted as listed
8.3	DES Press Releases/Preaseisiúintí na Roinne O&S: Noted as listed
8.4	ETBI Correspondence/Comhfhreagras BOOÉ: Noted as listed
8.5	Other Correspondence/Comhfhreagras Eile: Noted as listed
06/2025/9	MEMBERS BUSINESS GNÓ NA MBALL
06/2025/10	ANY OTHER BUSINESS WITH THE PERMISSION OF AN CATHAOIRLEACH AON GHNÓ EILE LE CEAD AN CHATHAOIRLIGH
10.1	<p>Topic of discrimination and victimisation, highlighted by a recent WRC ruling against a school. Cllr. Deirdre Ferris</p> <p>This WRC ruling, related to a case whereby it was found that a male student was victimized and discriminated against when he was prohibited from wearing a single earring.</p> <p>The Board was advised that all efforts are and will continue to be made by Kerry ETB to ensure policies are aligned with best practice and have proper legal precedent. The DOS will follow up with schools at the September Principals Meeting and advise them to ensure that this matter is addressed in relevant school policies.</p> <p>The Board welcomed this assurance.</p> <p>Request for an update on the need for an urgent repair of the roof at Coláiste na Sceilge. Cllr. Norma Moriarty</p>

	<p>Cllr. Moriarty raised concerns regarding the roof repair at Coláiste na Sceilge.</p> <p>The Head of Technology, Estates and Sustainability presented the process and timeline of the repairs to the Board. This report was also circulated to Board members in advance with the agenda.</p> <p>Cllr. Moriarty thanked the Head of Technology, Estates and Sustainability for his update.</p>
	<p style="text-align: center;">The next Board meeting will be Tuesday 30th September 2025 at 3.00 p.m. in Boardroom, Centrepoint.</p> <p style="text-align: center;"><i>This concluded the business of the meeting.</i></p>

Sínithe/Signed: _____

Dáta/Date: _____