



A meeting of Laois and Offaly Education and Training Board was held on Monday 27 September 2021 at 4:30pm at Dunamiase Arts Theatre, Portlaoise.

PRESENT

Cllr Robert McDermott (Chairperson)
 Cllr Willie Aird
 Ms Maura Brophy
 Ms Molly Buckley
 Cllr John Carroll
 Cllr Neil Feighery
 Ms Mary Cotter-Bracken

Mr Dave Cullen
 Ms Evelyn Dunne
 Cllr Caroline Dwane-Stanley
 Cllr Eddie Fitzpatrick
 Cllr Pdraig Fleming
 Mr Frank Smith
 Mr Niall Tully
 Cllr John King

IN ATTENDANCE

Mr Joe Cunningham, Chief Executive
 Ms Marie Bracken, Director OSD
 Ms Jen Tonge, Corporate Services

The Chairperson informed members that Jean Keating had resigned her position with LOETB shortly after the July meeting and he wished to express his appreciation for all her hard work and support over the years. The Chair complimented Jean on how well respected she was among Board members and how obliging she was with any requests they had. Board members also expressed their gratitude and wished Jean well in her new job.

1. APOLOGIES

Apologies were received from Cllr Clare Claffey, Cllr Mary Sweeney, Cllr Frank Moran, Mr Shane Flesk, and Mr John Mollin.

2. MINUTES OF PREVIOUS LOETB MEETING

The minutes of the previous meeting, which took place on 26 July 2021 were circulated to members. Members approved the minutes and they were signed by the Chairperson.

Proposed: Molly Buckley
 Seconded: Evelyn Dunne

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

4. GOVERNANCE

Risk Management

The Chairperson informed members that the Risk Register was reviewed by the Audit and Risk Committee on 10 September. They were satisfied with same and recommended it to the Board for approval.

Members approved the Corporate Risk Register.

Proposed: Neil Feighery
Seconded: Padraig Fleming

Conflict of Interest

As per Schedule 3, Paragraph 10, Section 3 of the (ETB) Act 2013 and the Agenda Notice, no conflicts of interest were declared.

5. CHIEF EXECUTIVES REPORT

The CE firstly acknowledged Jean Keating's departure from LOETB and expressed his thanks to Jean for her commitment and dedication to LOETB over the years. He wished her well in her new position at AIT.

The CE presented the following report to members.

Schools Directorate

Schools

- Congratulations to all students who received their Leaving Certificate Results on September 3rd. Results from schools were excellent and we wish our students well on the next stages of their individual journeys.
- Principals and Deputy Principals attended the ETBI Seminar for Principals & Deputy Principals on Monday 23rd August covering recent updates regarding Admissions/S29s/Refusal to Enrol
- ETBI hosted a Symposium on one-hour class for all ETB schools on August 30th. There were 2000 participants from ETB schools. LOETB was well represented with contributions and presentations from Helen Spencer and Jane Doherty in Portlaoise College and Declan Qualter, LOETB Schools' Support Coordinator.
- Local Creative Youth Partnership Funding has been made available for some Schools to support schools' reopening and forming connections with creative projects
- PEDL- Programme for Enhancing Digital Literacy for parents. LOETB have received funding to support this project. This initiative is being piloted in Portlaoise College, Oaklands Community College and Ard Scoil Chiaráin Naofa Clara to support parents in improving their digital skills so they can continue to support their child with blended learning.
- Ethos - School Ethos Team Leaders will lead a team exploring the role of the ETB core values in their school and join an LOETB Ethos Professional Learning Community (PLC). The focus of this PLC will be to enable each School Ethos Team Leaders to familiarise themselves with the ETBI Core Values and Patrons Framework. Support and guidance will also be provided around undertaking a school self-evaluation of Ethos using this framework in your own school. The PLC will meet five times over the course of the year with the first meeting planned for October.
- Inclusion Project- The project is an ETBI and MIC Collaboration called 'Provision Mapping in Schools Pilot Initiative 2021'. This initiative is being facilitated in all ETBs by Dr Johanna Fitzgerald, Head of Department of Educational Psychology, Inclusive and Special Education, Mary Immaculate College, Limerick. The pilot schools for LOETB are

Tullamore College and Clonaslee College. A number of our schools will have staff participate in training for Inclusion Coaches.

Youth Services

UBU Your Place Your Space 2021 / New Greenfield Projects 2021

DCEDIY is making an annual budget of €120,000 available for six new UBU projects in a number of ETBs including LOETB. The purpose of this budget is to allow for the development of one new service in Laois or Offaly to meet the needs of young people (vulnerable, marginalised and at risk) as identified in the Area Profile Needs Assessment and Service Requirement Tool. LOETB is currently at Stage 3 of Call for Service / Interviews. Interviews will be held on Monday 20th of September 2021.

UBU New Services National Selection 2022/2023

DCEDIY have announced subject to the availability of funding that ETBs can make an application for a UBU New Services National Selection for inclusion on the panel for 2022 and 2023. Each ETB selected will be awarded €120,000 (full year costs) for the establishment of a new or augmented UBU service within their functional area. LOETB submitted an UBU New Service National Scheme Application to the DCEDIY on the 17th of September 2021

Local Youth Club Grant Scheme 2021

DCEDIY allocated LOETB €73,991 for this Grant Scheme to administer to successful Local Youth Club / Group applicants. The scheme supports voluntary youth club activities for young people, with priority given to young people between the ages of 10 and 21. This grant was advertised on LOETB's website and in the 26 April 2021 edition of the Leinster Express and Tullamore Tribune. LOETB received 27 applications, from which 26 are successful. We are currently in final stages of processing for payments in October 2021.

Kilnamazoo - 92576 000

Youth Capital Funding Scheme 2021 for Youth Services and Clubs/Groups

DCEDIY allocated LOETB €43,969 for this Grant Scheme to administer to successful targeted staff led youth services and youth clubs / groups applicants for 2021. Under this Grant Scheme, the Youth Club Equipment Grant Scheme 2021 was made available to youth clubs / groups for eligible expenditure up to a maximum of €500 incurred over the period 1 January to 31 December 2021. There were 25 applicant awarded grants, with an overall total value of €15,315.79 (*this included one of the Youth Capital Funding Scheme applicants that was under €5K). Under this Grant Scheme, the Youth Capital Funding Scheme 2021 was made available to DCEDIY funded youth projects (UBU Your Place Your Space schemes and Youth Information Centres) for small to medium capital grants (minor works and/or equipment). There were *3 applications applicant awarded grants (value €16,986.44 for two applicants) Overall €32,302.23 of the total allocation €43,969, was allocated. The unallocated monies will be returned to the exchequer.

Resilience and Effectiveness Initiative is a UBU Your Place Your Space

DCEDIY allocated LOETB €17,500 for this initiative to administer to successful UBU Funded Organisations / Projects. The Resilience and Effectiveness Initiative is a UBU Your Place Your Space initiative to support UBU Funded Organisations to deliver a more efficient and comprehensive service to young people, while ensuring that they have sufficient resilience to operate effectively in the medium to long term. LOETB received Resilience and Effectiveness Initiative Expression of Interest from all 3 UBU Funded Organisations / Projects in Laois and Offaly and all 3 were successful, and collectively will receive €17,500 annually and € 5,833 pro rata for 2021).

COVID – 19 Minor Grant Scheme for Youth Services and Youth Clubs

DCEDIY allocated LOETB €15,892 for this Grant Scheme to administer to successful targeted staff led youth services and youth clubs / groups applicants for 2021. Under the terms of COVID-19 Minor Scheme grant funding of up to €4,000 may be made available to youth services currently in receipt of targeted funding (UBU Your Place Your Space funding) and grant funding of up to €400

in current may be made available to youth clubs eligible to receive funding under the Local Youth Club Grant Scheme. Closing date for returning applications is 27th of September 2021.

Music Generation

September Enrolments 2021

MGL and LSM programmes have resumed in Laois Music Centre (over 600 students each week), and MGL programmes in schools and centres across Laois have also resumed. In 2020-2021 MGL had 29 programmes running outside of Laois Music Centre, the current academic year has seen huge growth, as of 20 September we are operating 45 programmes outside of LMC, and still growing.

Culture Night, 17 Sept 2021

MGL presented Chris Stout (fiddle), Catriona McKay (harp) and Leonard Barry (uilleann pipes) aboard The Bandwagon for Culture Night 2021 on the grounds of Laois Music Centre.

The Impossible Dream and the Portlaoise Plane Home-coming, 12 September 2021

A wonderful story of a variety of agencies and individuals working together to honour Portlaoise's aviation connections, the Music Generation Laois Trad Orchestra performed excerpts of new music created in collaboration with Martin Tourish on the grounds of Laois Music Centre on Sunday 12 September, to great public response, alongside the dramatic display of the Portlaoise Plane on our grounds.

Re: Centring Laois – Jack L and the Bandwagon in Stradbally on Sunday 26 September

We are currently partnering with the Arts Office of LCC and Dunamais AC to deliver a Faoin Speir/Arts Council project to towns across Laois. First up is Stradbally on Sunday 26 September, where Jack L will perform, with special guests including MG Laois musicians, and also a programme of events on The Bandwagon on the Courthouse Green.

The Third River

MG Laois spear-headed a successful application to the – 'Co-operation with Northern Ireland' from the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media. The project idea is to come together with Music Generation Carlow and St Joseph's Brass Band Strabane, on a musical collaboration. The project will include newly commissioned music, and a collaborative live-streamed concert featuring young musicians from Music Generation Laois. The concert will stream from multiple venues on Wednesday 29 September at 7.30pm. The 3 venues are the Dunamais Arts Centre, Portlaoise, The George Bernard Shaw Theatre in Carlow, and the Alley Theatre in Strabane.

FET Directorate

Provision: Advertising Campaign

LOETB will commence an intensive advertising campaign over the next four weeks. This will include radio ads, interviews, promotional videos and targeted social media adverts. The campaign will target the following groups in particular:

- Leaving Certificate students who are unhappy or did not receive an offer
- Those in receipt of the PUP payment
- People currently employed who need to upskill

Our range and modes of provision have expanded to include online, blended and remote options with course availability during the day, in the evenings and at the weekends.

Provision: National provision

LOETB has worked with a number of partners and subject matter experts to develop the following online courses:

- Remote work ready
- Leading remote teams
- Lean and Agile Management
- NZEB fundamentals
- Retrofitting: Thermal Insulation Installation, Air Tightness and Ventilation

These courses will be advertised nationally during the month of October increasing LOETBs scope and reach in terms of target learners.

Provision: Green Skills

LOETB has the largest Green Skills portfolio in the FET sector. Alongside our work with Bord na Mona we are placing a significant emphasis on sustainability and green/eco skills provision.

This provision includes NZEB, Remote, Lean/Agile Man., Retrofit, Sustainable Agriculture, Bicycle Engineering, Domestic Heat Pump and Micro Solar PV. In 2021, approximately 1100 learners will participate on these programmes.

FET Professional Development

LOETB will further enhance our green/eco skills provision by embedding the core principles of sustainability into our FET Centre curriculum.

To do so, we have developed a twintrack approach for staff development and training:

- Sustainability Digital Badge: LOETB is developing an online digital badge for all FET staff based on the fundamentals of sustainability and the 17 SDG's. The badge will be launched in October consisting of 8-12 hours of course content.
- Showcasing Sustainability: LOETB is working with a subject matter expert to establish green teams in each of our FET Centres. These teams will pick a community-based project linked to one of 17 SDGs. Each team will present their project to an expert panel in late April/early May in a Dragons Den type scenario with prizes going to the winning project.

LOETB: Inclusion Week

The new FET Strategy proposes an approach to FET provision under four pillars: Skills, Pathways, Inclusion and Quality. LOETB restructured all FET provision under these pillars in late 2019.

To highlight our work to date, and further raise awareness, LOETBs Inclusion Team will host 'Inclusion Week' commencing Monday 4th October. This week will include a number of live online, lunch and learn and face to face sessions focusing on learner supports, interculturalism, peer learning and assistive technology.

The event will also be used to showcase the supports that LOETB provided to learners and communities through the Mitigating against Disadvantage Fund (MAEDF) in 2020.

Mitigating Against Education Disadvantage Fund 2021

LOETB will use the MAEDF fund this year to support learners and communities under the following headings:

- 1) Digital Technologies
- 2) Learner Assistance Fund
- 3) Reach-out and/or Mentoring
- 4) COVID-19 Recovery Exceptional Circumstances

For example: LOETB will use the fund to support learners to purchase their own learning device e.g. laptop, I-pad, assistive technologies etc.

Our Inclusion team are working with communities to identify needs and prepare applications under the fund to enhance their T & L facilities.

OSD Directorate

Human Resources

The following posts have been filled since the last ETB meeting

- Resource worker, LOETB Banagher
- Acting Centre Manager, LOETB Clara
- Teaching posts - 28
- Tutor panel - 18
- Electrical Instructor – 2
- Acting Grade VII HR - 1
- Acting Grade VII Finance - 1
- Acting Grade V QA - 1
- Bus Escorts – 4
- SNA panel – 14
- Adult Educators – 5
- Youthreach Resource - 1
- Sub Teaching Panel - 21

Interviews in Progress

- POR
- Tutor Panel
- Teaching posts

Posts advertised at present

- Sub panel
- Electrical Instructor Apprenticeships
- Resource (maths)
- Guidance
- Healthcare
- Bus Escort

Report on Pensions to date since 01/01/2021

Pension Description	No.
Members Retired/Pensions issued	9
Widow/Widower Pensions issued	1
Members/ Widows to return pension forms	2

Leaver Statements Report for 2021	Total Numbers
How many staff members have left since 1 Jan 2021	54
How many Leaver Statements we have issued since 1 Jan 2021	8

Leaver Statements Report 2013 - 2021	Total Numbers
How many Total staff members have left since 1 Jan 2013	369
How many Leaver Statements we have issued since 2013	53
How many not able to issue (as they are Timesheeted)	274

Currently processing members who started in 2020 and 2021	42
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Benefit Statements up to 31-Dec-2020 issued 30 June 2021	Total Numbers
Total active Single Pension Scheme members on 31/12/2020	398
Benefit statements issued on 30 June 2021	59
How many not able to issue (as they are Timesheeted or not matching with DPER)	318
How many processed but not able to issue due to error in CORE (started 1/9/20 SPS deductions taken only from 20/9/20)	21

We have emailed instruction to NSSO to apply pension increases to all LOETB retirees up to and including 1 Oct 2020 increases. We are fully up to date on retiree increase application

Updating service on our new Core system for members aged 60+ where total number is 76 and members aged 55+ where total number is 94.

So far we have completed service for 49 members on Core System and we have written to ETBs for previous service to be transferred over to LOETB for 42 members.

We have transferred out service to other ETBs for total of 28 members where members were retiring.

Report on Payroll

Pay Date	Amount Paid €	Numbers Paid
06/08/2021	983,659.59	810
20/08/2021	1,049,261.24	794
03/09/2020	1,006,817.05	877
17/09/2021	1,041,270.03	844

Corporate Services

ICT

Relocation of Finance and HR to new office completed (Phase 1)

ICT liaising with builder for phase 2 and 3 of Head Office move

Portlaoise FET now operational at new site at Ridge Road

Dunamase College now using Scoil Mhuire (School of Music site) for additional classrooms

Lyster Square Information Hub fit out complete (new phones due onsite week starting 27th Sept)

ICT liaising with builders for unit 3 in Midlands Skill Centre

Private network being installed in ESB training Centre in Portlaoise to enable instructors to print and conduct research

New classroom for Tullamore FET completed

New classroom for Portarlinton FETC completed

New prefab classroom for ASCN Clara completed

Office data migration on hold due to the above projects but will recommence at the end of October

Regular maintenance, prevention and replacement requests on an ongoing basis across schools, centres and offices.

Corporate Services

Finance and HR function have moved into new administration offices in Portlaoise, with continued development of the facility on a phased basis. Phase 1 of this development now almost complete aside from some minor snags and moving-in requirements.

Communications Officer continued focus on developing visual consistency across social media platforms, and the promotion of timely media releases to support the FET sector. Current work also includes the production of video shorts for a number of FET services across the organisation.

There is ongoing work in the area of rebranding to ensure LOETB meets the requirements of an Coimisinéir Teanga, the Charities Regulator etc. This is being undertaken on a phased basis in tandem with facility rebranding.

Risk register reviewed and updated. Reviews of internal policies, processes and procedures continue on an ongoing basis.

Capital Projects and Buildings Works

Clonaslee College

Works commenced on site July/August 2021. Approval received from DoE to proceed to construction for project – Grant Total €641,673.06. Allen Kenny Construction successful Tenderer.

Portlaoise College – Phase 1 Reconfiguration Classrooms

Approval Letter received from DoE. Grant Total Works €368,000 Works only. 4 responses received to Tenders. Currently being evaluated and Tender Report to be prepared for Dept.

Portlaoise College – Canteen Canopy

Suirside Construction appointed. Works commenced Sept 2021.

Oaklands Community College, Edenderry

The Interim Stage 2A Report for the above project was forwarded to Department of Education and Skills on 16/08/2021. Security Fencing erected.

Portlaoise Head Office/FET Accommodation

Michael Bracken Ltd commenced works in July/August 2021.

Dunamase College – New School

7 Surveys approved for site. Signage for new Site erected in August 2021

Dunamase College – Tower Hill

Works completed – Final Account and Draw down completed. Few snags to sort out

Cloneygowan NS, Cloneygowan

Design Team appointed and details sent to Department. This concludes LOETB involvement in this project.

Ard Scoil Chiarain Naofa, Clara

Works on installation of additional accommodation – Staff Room completed September 2021 – ASD Room Tenders currently being evaluated.

Tullamore College

Replacement of Guttering Works completed June 2021.

Coláiste Naomh Cormac Kilcormac

Approval received from DoE re Traffic Calming Project - €137,857.50 - Kenny Lyons drew up proposals which area currently being evaluated.

Further Education Projects

- Portarlinton FET Centre, Tarmac Works completed August 2021.
- Laois Music Centre, Painting works completed August 2021.
- Mount Lucas – New Warehouse Completed. Final Account agreed.
- Mount Lucas – NZEB Training Rigs currently being installed.
- Mount Lucas – Scaffolding Rig - Tender received and currently being evaluated
- Unit 3 Castle Buildings – Consultant approved preparing Tender documents
- Mountmellick FET Centre/Banagher FET Centre/Edenderry FET Centre minor projects – projects will be going to Tender September 2021
- Lyster Square Portlaoise, handover meeting held 27th August 2021
- Axis Business Park Unit 24e, works ongoing possible finish date end September.

Procurement

Scaffolding Components and Systems

Letter of Acceptance/Contracts sent to the 2 Framework members. Contract starting 19th July 2021

Waste Management/Class Materials Woodwork/Class Materials Metalwork/School Books/365 Training/Catering Birr OEC/Catering Schools

Existing contracts extended for one year as per contract.

Laser Cutters & 3D Printers - Schools

5 responses being evaluated

Air Cleaners Schools & Centres

10 responses received – currently being evaluated by M & E Consultant.

Finance

Budgets

Ongoing monthly monitoring of all school and centre budgets is being carried out.

Finances

Current Summary of finances to end of August 2021.

Summary of Workings to End August 2021

ITEM	Opening Grant Cash Balance	Adjustment to Opening Balance	Receipts	Credits Transfer	Receipt Targets	Payments	Closing Grant Cash Balance	% of Overall Total
Main Scheme Pay Grant	1,304,431	0	16,044,321	0	0	(18,984,460)	(1,635,708)	-25%
Main Scheme ONP Grant	750,038	0	1,336,689	0	0	(1,699,135)	387,592	6%
Associated Main Scheme Grants	1,192,841	0	1,176,238	0	0	(588,998)	1,780,081	27%
Capital Schedule	1,115,258	0	2,499,275	0	0	(1,713,380)	1,901,153	29%
Further Education & Training	1,431,540	0	22,083,879	0	0	(20,362,985)	3,152,434	48%
Youth Affairs	793	0	255,702	0	0	(292,700)	(36,205)	-1%
Agency	855,769	0	1,009,713	0	0	(710,721)	1,154,761	17%
Self Financing	197,322	0	439,464	0	0	(709,999)	(73,213)	-1%
Third Party Funds	2,598	0	2,900	0	0	0	5,498	0%
Totals	6,850,590	0	44,848,181	0	0	(45,062,378)	6,636,393	

Members thanked the CE for his detailed report and a discussion took place thereafter.

A member queried the funding for instruments for Music Generation Laois and also asked if the Council were still a partner in the running of MGL. The CE informed members that LOETB are the employer and the set-up is working well. He informed members that LOETB fund a loan scheme for instruments to support MGL.

A member asked the CE if the new Information Hub in Portlaoise is ready for use yet. The CE informed members that it is ready to be launched and will be publicised in the next week. The CE extended an invite to members to visit the new location and it is hoped that it can be a venue for Board meetings in the future.

A member enquired as to the length of the lease in the new office in Portlaoise and if all staff had moved in yet. The CE informed members that the lease is for 10 years, and that all staff except those in the Tullamore Admin Office had settled in well to the new office. Members were informed that additional space is being looked at for the Tullamore staff in the new building.

A member asked about the Aonad at Dunamase College and asked if the Irish speaking section of the school would remain separate once the new school is built. The CE informed members that all students will move to the one school once it is built but that at the moment, the space available to them was utilised as best they could. The CE acknowledged that they are under pressure for space for September 2022 but he informed members that they are in talks with the Department and are looking at all available options for further space.

A member enquired as to the provision of a new Sports Hall in St Fergal's, Rathdowney as the current gym space is now being used as classroom space. The CE informed members that they have planning permission in place for a new gym and that the Department will fund the project however, funds for gyms have been pushed out until 2021/2022.

Members noted the recent staffing appointments and commended the HR recruitment team on their hard work. The CE also thanked Board members who served on interview boards during the busy recruitment period.

Members wished to compliment the CE and the staff in LOETB Schools and Centres for the recent exam results. LOETB was credited by members for their hard work and they stated that it is evident through the rise in enrolment numbers year after year.

6. FINANCE

The financial information was covered in the Chief Executives Report.

7. CORRESPONDENCE

Item No	Correspondence From	Date / Ref No.	Details	Comments
1.	Department of Education and Skills	CL0039-2021	Extended Breastfeeding Breaks for Special Needs Assistants Employed in Recognised Primary and Post Primary Schools	Noted by Members
2.	Department of Education and Skills	CL0040-2021	Partial Return to Work for Special Needs Assistants employed in Recognised Primary and Post Primary Schools	Noted by Members

3.	Department of Education and Skills	CL0041-2021	Fair Processing Notice to explain how the personal data of Students in Post-Primary Schools on the Post Primary Online Database (PPOD) will be recorded, processed and shared	Noted by Members
4.	Department of Education and Skills	CL0042-2021	Covid 19 - Arrangements for Teachers and SNAs employed in recognised Primary and Post Primary Schools	Noted by Members
5.	Department of Education and Skills	CL0043-2021	Covid 19 - Arrangements for Staff other than Teachers and SNAs who are Employed in ETBs	Noted by Members
6.	Department of Education and Skills	CL0045-2021	Additional Measures to Support Schools and Pupils/Students to Mitigate the Impact of Disruption to in-School Education resulting from Covid 19, to be delivered in the 2021/22 School Year	Noted by Members
7.	Department of Education and Skills	CL0047-2021	Guidelines for the use of Reduced School Days in Schools	Noted by Members
8.	Department of Education and Skills	CL0049-2021	Home Tuition Grant Scheme in respect of Maternity Related Absences	Noted by Members

8. Draft Policies

The following draft policies were circulated to members prior to the meeting. Members approved the draft policies as follows:

LOETB Policies

CSR Policy

Proposed: Willie Aird

Seconded: Neil Feighery

Risk Management Policy

Proposed: John Carroll

Seconded: Caroline Dwane-Stanley

Motor Vehicle Usage Policy

Proposed: Molly Buckley

Seconded: John King

9. MINUTES OF COMMITTEES OF THE BOARD

The following minutes of the Committees of the Board were circulated to members prior to the meeting. Members noted same.

Youth Work Committee Meeting, 15 June 2021

Audit and Risk Committee Meeting, 9 July 2021

Finance Committee Meeting, 8 July 2021

10. CHARITIES GOVERNANCE CODE – COMPLIANCE RECORD FORM

Marie Bracken informed members that this document was on SharePoint for noting. Members were informed that the document is similar to LOETB's Code, so the same governance applies and everything is in order. Members were also asked to complete the Compliance Record form following the meeting so it can be retained on file.

11. ETBI AGM

The ETBI AGM 2021 will take place on Thursday 30 September from 11am – 12.30pm through an online event. Any member who is interested in attending is to contact Jen Tonge before September 28 in order to register.

Voting Delegates for the AGM were nominated as follows;

1. Robert McDermott
2. Caroline Dwane Stanley
3. Molly Buckley

12. LAND REQUIRED BY COUNCIL AT OAKLANDS CC SITE

Marie Bracken informed members that Offaly County Council contacted LOETB requesting that a small portion of land (circa 0.022 hectares) at the site for Oaklands Community College be transferred to them for the inner relief road, Edenderry. The Board agreed to the transfer of the land to Offaly Co Council for a nominal sum, subject to approval of the DOE.

Proposed: Eddie Fitzpatrick
Seconded: John Carroll

13. NOMINATION OF CHAIRPERSON AND DEPUTY CHAIRPERSON ON LOETB'S YOUTH WORK COMMITTEE

Members were asked to appoint a Chairperson and a Deputy Chairperson of the Youth Work Committee, as per section 44(4) of the Education & Training Board Act 2013, following Maura Brophy stepping down from her position on the Committee.

Chairperson Nominee: Caroline Dwane-Stanley
Proposed: Willie Aird
Seconded: Pdraig Fleming

Deputy Chairperson Nominee: Clare Claffey
Proposed: Molly Buckley
Seconded: Eddie Fitzpatrick

14. VOTES OF SYMPATHY

A vote of sympathy was passed to:

- The family of Donnacha O’Riordan, former Principal in Mountrath

15. VOTES OF CONGRATULATIONS

A vote of congratulations was passed to:

- Offaly U20’s GAA Team on their recent All Ireland win
- LOETB students and their teachers on their Leaving Certificate results
- QQI level students on their recent success in their studies

16. AOB**Update on Lease/Licence Agreements**

Marie Bracken informed members that LOETB put in place a licence for the following temporary accommodation:

METAC from 1/07/2021 – 31/08/2024 for Electrical Apprenticeships
 Creche in Mountmellick extended to 31/12/2021 and for 3 years thereafter, 2022, 2023, 2024
 Centre of Excellence, Portlaoise from 1/07/2021 – 30/06/2024 for FET Programmes
 Unit 4, Castle Buildings from 1/09/2021 – 31/12/2021 for FET Staff
 Portarlinton, two additional rooms in the Enterprise Centre until 31/08/2022

Marie Bracken also informed members of the following Leases that requires the Boards approval:

Conference Room in Castle Buildings
 Proposed: Molly Buckley
 Seconded: Niall Tully

Creche Facility Renovation
 Proposed: John Carroll
 Seconded: Evelyn Dunne

Unit 23, Axis Business Park, as Unit 24 needs extending due to the demand for apprenticeships
 Proposed: Eddie Fitzpatrick
 Seconded: Frank Smith

Mary Sweeney Notice of Retirement

The Chairperson informed members of Mary’s Sweeney notice of retirement. He thanked Mary for her hard work and contribution to LOETB over the years. Mary is well respected among members and the Chair wished to send on well wishes to Mary on behalf of the Board.

17. DATE AND VENUE OF NEXT MEETING

The next meeting of the Board will take place on Monday 22 November 2021 at 4.30pm, venue TBC

Signed: Robt ne Demott

Date: 21/11/21

Chairperson

Kilmarzoo - 32576.000

Chairmans
Initials