

Minutes of LWETB Board Meeting

Date	Tuesday 20 th June, 2023
Time	5.30 p.m.
Venue	Mullingar Community College

Attendance

(Present: P, Apologies: AP, Absent: AB)

Board Member		Board Member	
Mr. Luke Casserly	P	Cllr. Frankie Keena	AP
Mr. Donie Cassidy	P	Cllr. Denis Leonard	P
Cllr. Aoife Davitt	P	Ms. Kathleen McGahern	AP
Cllr. John Dolan	AB	Mr. Mark Murphy	AP
Cllr. Michael Dollard	P	Cllr. Garry Murtagh	P
Ms. Josephine Donohue	P	Cllr. Peggy Nolan	P
Ms. Niamh Ginnell	AP	Ms. Mary O'Brien	P
Cllr. Ken Glynn	AB	Cllr. Pat O'Toole	P
Cllr. Gerry Hagan	AP	Ms. Emily Wallace	P
Mr. Colm Harte	P	Mr. Colin Whyte	P
Cllr. Louise Heavin	AP		

Also Present:

Ms. Liz Lavery, Chief Executive (Acting)	P	Ms. Antonine Healy, Director of FET	P
Mr. Brian Higgins, Director of SYM (Acting)	AP	Mr. Mark Landy, Clerical Officer	P
Mr. Charlie Mitchell, Director of OSD	P		

1. Preliminary

Chairperson, Cllr Aoife Davitt, opened the meeting by welcoming everyone present.

1.2 Apologies

Cllr. Gerry Hagan
Cllr. Louise Heavin
Cllr. Frankie Keena
Ms. Niamh Ginnell
Mr. Mark Murphy
Ms. Kathleen McGahern

Condolences

Congratulations

Fr. Paul Connell on his ordination as Bishop of Ardagh and Clonmacnoise.

1.3 Adoption of Minutes of 09th May, 2023, 2023

Proposed: Mr. Colm Harte **Seconded:** Cllr. Emily Wallace

1.4 Matters arising from Minutes

Ms. Liz Lavery, Chief Executive, explained that section 5.1 and section 5.2 were omitted from the March Minutes.

5.1 LWETB Annual Financial Statements & 5.2 LWETB Statement of Internal Controls 2022

Members thanked that staff and the executive of LWETB for the volume of work that went into completing the accounts.

Statement of Internal Controls 2022

A review of internal controls has been carried out by the Audit and Risk Committee on behalf of the Board in accordance with sections 7.7 – 7.11 of the Code of Practice for the Governance of ETBs and the procedures outlined there in appendix 13 (per circular letter 02/2019). They have issued a report to the Board recommending the signing of the SIC. The Board reviewed the effectiveness of the internal control system and approved the signing of the Statement of Internal Control.

Financial Statement for the period 1st January, 2022 to 31st December, 2022

The Finance Committee have reviewed the Financial Statements and in their report to the Board they recommend that the Board adopt the Financial Statements as presented by the Chief Executive and that they should be signed by the Chairperson. Members of the Board received a copy of the unaudited draft Financial Statements before the meeting. The draft Financial Statements for the period 01st January, 2022 to 31st December, 2022 were adopted by the Board. The Financial Statements will be sent to the C&AG by 01st April, 2023.

Proposed: Cllr. Denis Leonard **Seconded:** Cllr. Emily Wallace

2. Information and Communication

2.1 Summary of Correspondence

Following discussion it was agreed by all present that a letter would issue to the CEO of the HSE in respect of land in Castlepollard.

3. Committee Reports

3.1 Audit and Risk Committee

None for this meeting.

3.2 Finance Committee

None for this meeting

3.3 Youth Work Committee

None for this meeting.

3.4 Boards of Management

Mullingar Community College dated 30th March 2023

Mullingar Community College dated 27th March 2023

Mullingar Community College dated 9th February 2023

Noted by the Board

Board of Management Nominees

Moyne Community College

Mr. Colm Harte

Cllr. Garry Murtagh

Noted by the Board

4. Policies & Procedures

None for this meeting

5. Governance & Publications

5.1 LWETB Annual Report 2022

Ms. Liz Lavery, Chief Executive, informed members that the LWETB Annual Report was submitted to the Department of Education.

Noted by the Board

5.2 LWETB Property Register

FET, Ground Floor, Block A Marlinstown Business Park

Extension of the lease from 27.08.2023 to 26.08.2024

Proposed: Cllr. Michael Dollard **Seconded:** Mr. Colm Harte

Adult Learning Centre Granard

Extension of the lease from 01.01.2024 to 31.12.2026

Proposed: Cllr. Denis Leonard **Seconded:** Cllr. Pat O'Toole

Ms. Liz Lavery, Chief Executive, sought permission from members to advance potential locations for developments, in consultation with LWETB Chairperson, as they may arise, and they would be brought to the LWETB September meeting.

Proposed: Cllr. Michael Dollard **Seconded:** Cllr. Peggy Nolan.

5.3 Circulars

Noted by the Board

6. Chief Executives Report

Finance Report

The Finance Report was noted by the Board.

Buildings Report

The Buildings Report was noted by the Board.

HR Report

The HR Report was noted by the Board.

General Updates

Ms. Liz Lavery, Chief Executive informed members that the ETBI Annual Conference is scheduled to take place on the 27th and 28th September in Cork City Hall.

FET Presentation

Ms. Nicola Galvin, LWETB Adult Education Officer gave an in depth overview of the FET provision across LWETB.

7. Motions

7.1 Motions

None

8. Any Other Business

Members raised concerns in relation to a Capital Project at Lanesboro Community College and requested that it was kept on the Agenda until completed.

8.1 Date and location of next meeting

The next meeting of LWETB will take place on Tuesday 19th September at 5:30 p.m., location to be confirmed.

There being no further business the meeting concluded at 6:59p.m.

Signature of Presiding Chairman: _____

Dated: _____