

Minutes of LWETB Board Meeting			
Date	Monday 20 th February, 2023		
Time	5.30 p.m.		
Venue	Templemichael College, Longford		
Attendance			
(Present: P, Apologies: AP, Absent: AB)			
Board Member		Board Member	
Mr. Luke Casserly	AP	Cllr. Frankie Keena	P
Mr. Donie Cassidy	P	Cllr. Denis Leonard	AP
Cllr. Aoife Davitt	P	Ms. Kathleen McGahern	P
Cllr. John Dolan	P	Mr. Mark Murphy	AP
Cllr. Michael Dollard	P	Cllr. Garry Murtagh	P
Ms. Josephine Donohue	P	Cllr. Peggy Nolan	P
Ms. Niamh Ginnell	P	Ms. Mary O'Brien	P
Cllr. Ken Glynn	P	Cllr. Pat O'Toole	AP
Cllr. Gerry Hagan	P	Cllr. Emily Wallace	AP
Mr. Colm Harte	AP	Mr. Colin Whyte	P
Cllr. Louise Heavin	AB		
Also Present:			
Ms. Liz Lavery, Chief Executive	P	Ms. Antonine Healy, Director of FET	P
Mr. Brian Higgins, Director of SYM	P	Ms. Geraldine Lee, Administrative Officer	P
Mr. Charlie Mitchell, Director of OSD	P		
1. Preliminary			

Chairperson, Cllr Aoife Davitt, opened the meeting by welcoming everyone present. Cllr. Peggy Nolan, Chairperson of Board of Management of Templemichael College welcomed the Board members to the school. Cllr. Nolan talked about the launch of a book, Clonfin 21.

1.1 Conflict of Interest Form

There was no Conflict of Interest declared at the Board Meeting.

1.2 Apologies

Mr. Luke Casserly
Mr. Colm Harte
Cllr. Denis Leonard
Mr. Mark Murphy
Cllr. Pat O'Toole
Cllr. Emily Wallace

Condolences

1.3 Adoption of Minutes of 21st November, 2022

Proposed: Mr. Donie Cassidy **Seconded:** Cllr. Frankie Keena

1.4 Matters arising from Minutes

None

2. Summary of Correspondence

2.1 Summary of Correspondence (*Appendix 1*)

Correspondence items of importance were highlighted by Ms. Liz Lavery and noted by the Board.

3. Committee Reports

3.1 Audit and Risk Committee (See Appendix 2 and 3)

The reports in respect of meetings held 6th January, 2023 and 27th January, 2023 were noted by the Board.

Mr. Gerard Quirke, Chairperson, LWETB Audit and Risk Committee attended a meeting for chairpersons of Audit & Risk Committees of ETBs at Killashee Hotel, Naas, Co Kildare on the 24th of November last. At this meeting, it was suggested that it is good practice that neither the Chairperson or Deputy Chairperson of an ETB Board should serve as members of the Audit and Risk Committee.

This matter was discussed at a meeting of the LWETB Audit and Risk Committee on Friday January 6^h. It was agreed to recommend to Cllr. Aoife Davitt, Chairperson, LWETB Board, that Audit & Risk Committee member Cllr. Gerry Hagen, who is current Deputy Chairperson of the Board, be replaced by another member of the Board on the committee. This was approved at the LWETB Board Meeting on Monday, 20th February and Cllr. John Dolan was proposed and seconded to this committee.

Proposed: Cllr. Peggy Nolan

Seconded: Cllr. Garry Murtagh

3.2 Finance Committee (See Appendix 4 and 5)

The reports in respect of meetings held on 5th January, 2023 and 16th February, 2023 were noted by the Board.

3.3 Youth Work Committee Nominee

This nominee will be ratified at the next Board Meeting.

3.4 Boards of Management

Ard scoil Phádraig dated 21st June, 2022

Ard scoil Phadriag dated 25th October, 2022

Mullingar Community College dated 15th September, 2022

Mullingar Community College dated 17th October, 2022

Mullingar Community College dated 19th October, 2022

Mullingar Community College dated 26th October, 2022

Mullingar Community College dated 12th December, 2022

Mullingar Community College dated 20th December, 2022

Noted by the Board

Board of Management Nominees:

Templemichael College, Longford

Community College

School

Castlepollard
Moate Community

These nominees will be ratified at the next Board Meeting.

4. Policies & Procedures

The following policies were noted by the Board:

- 4.1 LWETB ICT Remote Access Policy
- 4.2 LWETB ICT Security Framework Policy
- 4.3 LWETB ICT Virus Malware Protection Policy
- 4.4 LWETB Social Media Policy

5. Governance & Publications

5.1 LWETB Service Plan 2023

Proposed: Cllr. Garry Murtagh

Seconded: Cllr. Peggy Nolan

5.2 LWETB Property Lease Register

Kinnegad “Old National School” Property and Site

Final Joint Development Agreement and 900 year Lease. LWETB and Westmeath County Council have now both signed the Joint Development Agreement and the 900 year lease. Please note the 900 year leave will remain in escrow until the building development has been completed – this is expected to be 2025. Approved at LWETB Board Meeting 21st November, 2022. Departmental approval received 13th December, 2022.

Proposed: Cllr. Aoife Davitt

Seconded: Mr. Donie Cassidy

Purchase of Existing Prefabs at Castlepollard Community College

4 x Existing Classroom Interim Accommodation Prefabs.

Departmental Approval in principal received 1st December, 2022.

Proposed: Mr. Donie Cassidy

Seconded: Cllr Garry Murtagh

3 Additional Rooms on Ground Floor, Mullingar FET Centre, Block A, Marlinstown, Mullingar

Lease commenced 1st February, 2023 to 31st July, 2023.

Departmental Approval received 20th January, 2023.

Proposed: Cllr. John Dolan

Seconded: Mr. Donie Cassidy

5.3 LWETB Corporate Procurement Plan and MAPP

Noted by the Board.

5.4 CLG – ETBI Company Limited by Guarantee

Update provided to board by Ms.Lavery on this and was noted by the Board.

5.5 Oversight Agreement/Performance Development Agreement

Noted by the Board

5.6 Commencement of the Protected Disclosures (Amendment) Act 2022 1 January, 2023.

Update provided by Ms. Lavery and was noted by the Board

5.7 Scholarships 2023

Deferred to next Board Meeting

5.8 Circular Letters

Noted by the Board

6. Chief Executives Report

Finance Report (See Appendix 6)

The Finance Report was noted by the Board.

Buildings Report (See Appendix 7)

The Buildings Report was noted by the Board.

HR Report (See Appendix 8)

The HR Report was noted by the Board.

General Up-dates

Board updated on Task List from November 2022 meeting.

GDPR Presentation (See Appendix 9)

Mr. Denis McDermott, Data Protection Officer and Ms. Natalia Castro, GDPR gave the presentation.

Presentation from Director of Further Education and Training (FET) (See Appendix 10)

Ms. Antonine Healy, Director of FET gave presentation on Generation Apprenticeship and overview of FET provision in this area.

7. Motions

7.1 Motions

None

8. Any Other Business

8.1 Date and location of next meeting

It was agreed the next meeting would take place on-line on MS Teams on Monday, 20th March, 2023 at 5.30 p.m.

There being no further business the meeting concluded at 8.00 p.m.

Signature of Presiding Chairman: _____

Dated: _____