

Minutes of LWETB Board Meeting			
Date:	Tuesday 25 th February 2025		
Time:	6.00 p.m.		
Venue:	Cornamaddy Community National School, Cornamaddy, Athlone, Co. Westmeath, and online via MS Teams		
Attendance			
(Present: P, Apologies: AP, Absent: AB)			
Board Member		Board Member	
Ms. Olivia Callaghan	P	Cllr. Niall Gannon	P
Ms. Joanne Cosgrove	AP	Cllr. Ken Glynn	P
Mr. Luke Casserly	P	Mr. Colm Harte	AP
Mr. Donie Cassidy	AP	Cllr. Frankie Keena	P
Mr. Owen Catterall	P	Cllr. Denis Leonard	P
Ms. Sheila Corcoran	AP	Cllr. Pdraig McNamara	AP
Cllr Aoife Davitt	P	Mr. Mark Murphy	P
Cllr. Alfie Devine	P	Cllr. Peggy Nolan	P
Cllr. John Dolan	P	Cllr. Pat O'Toole	P
Cllr. Michael Dollard	P	Cllr. Emily Wallace	P
Also Present:			
Mr. Brian Higgins, Chief Executive (Acting)	P	Mr. Seamus Mohan, Director of SYM (Acting)	P
Mr. Charlie Mitchell, Director of OSD	P	Ms. Gabrielle Gilligan, Clerical Officer	P
Ms. Antonine Healy, Director of FET	P		
1. Preliminary			
Chairperson, Cllr. Aoife Davitt, opened the meeting by welcoming everyone present.			
1.1 Conflict of Interest Disclosure Form			
The Chairperson invited members to disclose any conflict of interest they might have. No conflict of interest was declared.			
1.2 Apologies / condolences / congratulations			
Apologies			
<ul style="list-style-type: none"> • Mr. Colm Harte • Ms. Sheila Corcoran • Ms. Joanne Cosgrove • Mr. Donie Cassidy • Cllr. Pdraig McNamara 			

Condolences:

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

Congratulations:

- Congratulations to all those who graduated at the Apprenticeship Awards on 13th February 2025. This was a joint event with Longford & Westmeath ETB, Kildare & Wicklow ETB, Dublin & Dún Laoghaire ETB, City of Dublin ETB, Laois & Offaly in association with Apprenticeship Ireland. Graduates from FET apprenticeship courses across Ireland attended the event accompanied by their families.

1.3 Adoption of Minutes of 21st January 2025

Proposed: Mr. Owen Catterall. **Seconded:** Cllr. Niall Gannon.

1.3 Adoption of Minutes of 4th February 2025

Proposed: Mr. Owen Catterall. **Seconded:** Cllr. Pat O’Toole.

1.4 Matters arising from Minutes

No matters arising

2. Summary of Correspondence

2.1 Board Governance Training – Phase 2

Phase 2 of Board Governance Training is ongoing and the recorded session for Phase 1 of the training is now available online, through ETBI. Details with the link were forwarded to members.

3. Committee Reports

3.1 Audit & Risk Committee

Report to the Board of the meeting dated 10th January 2025.

Noted by the Board.

3.2 Finance Committee

None for this meeting.

3.3 Youth Work Committee:

None for this meeting.

3.4 Boards of Management:

DOE Inspectorate Report: -

Department of Education Inspectorate Report of Whole School Evaluation of Castlepollard Community (CCC) – 17th October 2024.

This report will be available on the Departments website.

3.5 Minutes of Board of Management Meetings

Cornamaddy Community National School Minutes of Meeting 23rd October 2024.

Castlepollard Community College Minutes of Meeting dated 11th December 2024.

Columba College, Killucan Minutes of Meeting dated 10th December 2024.

Athlone Community College Minutes of Meeting dated 3rd December 2024.

Mullingar Community College Minutes of Meeting dated 19 December 2024 & Minutes of Meeting dated 22 January 2025.

Noted by the Board.

4. Policies

4.1 LWETB Policies

- LWETB Patch and Configuration Policy

Noted by the Board.

5. Governance and Publications

5.1 Circular Letters

Noted by the Board

5.2 Service Plan 2025

It was noted that the figures included for FET are estimated as no details were received from SOLAS for 2025 at the time of approval. The estimate is based on last year's outturn, accounting for pay increases plus inflation.

Proposed: Cllr. John Dolan. **Seconded:** Cllr. Michael Dollard.

5.3 Protected Disclosures Annual Report 2024

Proposed: Mr. Luke Casserly. **Seconded:** Mr. Owen Catterall.

5.4 Corporate Procurement Plan 2025

Noted by the Board

5.5 Property Register

Director of OSD indicated that the Board's approval is being sought for the following:

1. Permission to explore the option to buy a parcel of land (Folio LD7147F, approximately 0.26 hectares in size) adjacent to existing Ballymahon Vocational School site. Ballymahon Vocational School, Main Street, Ballymahon, Co. Longford.

Proposed: Cllr. Peggy Nolan. **Seconded:** Mr. Owen Catterall.

2. Permission to respond to OPW's offer confirming our intent to buy Garages at Connolly Campus, Longford.

Proposed: Cllr. Peggy Nolan. **Seconded:** Cllr. Niall Gannon.

6. Chief Executives Report

6.1 Chief Executives Report

Finance Report

Noted by the Board.

HR Report

Noted by the Board.

Buildings Report

Noted by the Board.

Risk Report

None for this meeting.

Climate Action Report

None for this meeting.

General Updates

None for this meeting.

7. Members Business

7.1 Motions - None for this meeting

8. Any Other Business

8.1 Any Other Business

None for this meeting.

8.2 Meeting Date

The Chairperson noted the date for next meeting is Tuesday 25th March 2025 at 6pm. This meeting will be held online via MS Teams.

There being no further business the meeting concluded at 7.30p.m.

Signature of Presiding Chairperson: _____

Dated: _____