

Minutes of Meeting held on Thursday, 18th May 2023

A meeting of Louth and Meath Education and Training Board commenced at 5.00 p.m. This was preceded by a “meet the Board” event where administrative staff at the LMETB offices in Abbey Road had an opportunity to meet members of the Board and Music Generation learners provided a musical demonstration to the Board.

The meeting took place in LMETB Offices, Abbey Road, Navan, County Meath.

CATHAOIRLEACH:	Cllr. Damien O'Reilly
BAILL I LATHAIR:	Cllr. John Sheridan, Cllr. Wayne Harding, Mr. Barry McCourt, Mr. Bill Sweeney, Ms. Caroline Canny, Cllr. Marianne Butler, Máirín Uí Fháinnín Uasal, Mr. Billy Doyle, Cllr. Maria Murphy, Cllr. Nick Killian and Cllr. Gerry O'Connor.
BAILL I LATHAIR LÍNE:	Cllr. Kevin Meenan, Ms. Siobhán Greer and Ms. Malgorzata Gilani.
AS LÁTHAIR:	Cllr. Andrea McKeivitt, (Leaschathaoirleach), Cllr. Paul McCabe, Cllr. Eileen Tully, Cllr. Amanda Smith and Mr. Damian Kearns.
AR FREASTAIL:	Mr. Martin G. O'Brien, Chief Executive Ms. Fiona Kindlon, Director of Schools Mr. Brian Murphy, Director of OSD Ms. Imelda Brehony, APO Human Resources, Ms. Roisin Duffy, APO Finance Ms. Sinead Murphy, APO Land & Buildings Mr. David O'Connor, APO ICT Mr. Frank Smith, APO Corporate Services Ms. Carmel McEvoy, PA to Chief Executive
AR FREASTAIL LÍNE:	Ms. Sadie Ward McDermott, Director of FET

1. Order of Business

1.1 Welcome by Cathaoirleach

The Chairperson welcomed members to the meeting noting that a number are attending remotely via videoconference. In satisfying himself that a quorum existed, the Chairperson addressed the Board as a whole before the commencement of the business of the meeting and requested that all members in attendance remotely via videoconference identify themselves by turning their TEAMS cameras on. Where the Chairperson could not establish contact, or there was no response, he instructed that the account be removed from the meeting in line with standing orders.

1.2 Conflicts of interest

The chairperson noted that the conflict of interest form was being circulated to members and asked members to advise of any conflicts of interest in relation to any item on the agenda. No conflicts of interest were declared.

1.3 Apologies, condolences and congratulations

Apologies were noted from Cllr. Paul McCabe and Cllr. Eileen Tully.

Condolences were expressed in the usual respectful manner.

1.4 Absences

It was resolved **R. 01/05/2023** to approve the absence of LMETB members: Cllr. Andrea McKevitt, (Leasathaoirleach), Cllr. Paul McCabe, Cllr. Eileen Tully, Cllr. Amanda Smith and Mr. Damian Kearns.

Proposed: Mr. Bill Sweeney

Seconded: Cllr. Wayne Harding

2. Minutes and matters arising

2.1 It was resolved **R. 02/05/2023** to adopt the minutes of the meeting of the Louth and Meath ETB Board held on 30th March 2023.

Proposed: Cllr. Nick Killian

Seconded: Ms. Caroline Canny

2.2 Matters Arising:

Members were advised that any queries from the media in relation to the matters in the media should be directed to the Director of OSD in the first instance from where responses would issue.

There were no other matters arising.

3. Vacancy on LMETB Board on foot of the resignation of Mr. Paul Dermody

The Chairperson noted that LMETB awaits clarification from the Department of Education on the steps to be taken to fill the vacancy occasioned by Mr. Dermody's resignation from the Board.

4. Finance

4.1 Finance Update

APO Finance took members through the finance update for the period January to April 2023. APO advised that the finance department expects to be in a position to provide financial reports including opening balances, accruals and commitments for each programme. In anticipation of upcoming Board of Management meetings, the Director of OSD further advised that monthly finance reports had been issued to each centre and school up to and including April 2023.

The Chairperson thanked APO Finance for her report and invited questions from members.

It was resolved **R. 03/05/2023** to approve the finance update.

Proposed: Cllr. Maria Murphy

Seconded: Máirín Uí Fháinnín Uasal

4.2 Service Plan Review

APO Finance briefed members on the review document noting that the allocation for FET approved by SOLAS in April is lower than the amount requested. APO Finance advised that LMETB will be seeking an increase in the allocation to reflect the impact of an increase in apprentice payment rates.

The review was noted.

5. Annual Report and Chairperson's Report for 2022

5.1 Annual Report for 2022

DOSD briefed members on the draft report noting that some minor formatting and proofing work remains to be completed.

The Chairperson thanked all concerned for their work in preparing the report and noted that it captures the extent of activity undertaken by LMETB.

It was resolved **R. 04/05/2023** to approve the Annual Report for 2022.

Proposed: Cllr. Gerry O'Connor

Seconded: Cllr. Wayne Harding

5.2 Chairperson’s Report for 2022

DOSD briefed members on the draft report.

It was resolved **R. 05/05/2023** to approve the Chairperson’s Report for 2022.

Proposed: Mr. Billy Doyle

Seconded: Ms. Caroline Canny

5.3 Associated Resolutions

1.1.1. Public Spending Code

LMETB notes that a Public Spending Code Quality Assurance Group was established in 2019 to oversee compliance with the Public Spending Code and that the group has produced its second report. LMETB reaffirms its commitment to meeting all requirements relating to relevant aspects of the Public Spending Code and confirms also, that following a review of same, it is satisfied that in 2022 the Board adhered to the relevant aspects of said code.

It was resolved **R. 06/05/2023** to approve the above resolution.

Proposed: Cllr. Gerry O’Connor

Seconded: Máirín Uí Fháinnín Uasal

1.1.2. Procurement

LMETB notes that, goods and services to the value of €51,788 procured in 2022 were not fully in accordance with procurement guidelines and that this unaudited figure is based on a review of expenditure undertaken across in excess of thirty individual schools and centres. LMETB reaffirms its commitment to meeting all requirements relating to relevant procurement policies and procedures and confirms also that in 2022, in implementing its corporate procurement plan (as noted by the Board on 15 September 2022) it adhered to the relevant aspects of said policies and procedures.

It was resolved **R. 07/05/2023** to approve the above resolution.

Proposed: Cllr. Maria Murphy

Seconded: Máirín Uí Fháinnín Uasal

6. Correspondence

• Department of Education Circular Letters

<i>C/L ref</i>	<i>RE:</i>
0018/2023	Special Needs Assistant Allocation 2023/24 – Post Primary & Primary
0019/2023	Prescribed Material for the Leaving Certificate English Examination in 2025 – Post Primary
0020/2023	Prescribed Material for the Leaving Certificate Examinations in 2025 – Post Primary
0021/2023	Say Yes to Languages – primary languages sampler module - Primary

0022/2023	Information in relation to Standardised Testing and Other Matters – Academic Year 2022/23 and Subsequent Years – Primary & Special Schools
0023/2023	Scheme for the Award of Incremental Credit to Post Primary Teachers who have prior service as a Youthreach Resource Person or a Youthreach Coordinator – Post Primary
0025/2023	Voluntary Search and Rescue Leave for Registered Teachers employed in Recognised Primary and Post Primary Schools – Primary & Post Primary

- **Department of Further and Higher Education, Research, Innovation and Science Letters**

<i>C/L ref</i>	<i>RE:</i>

- **Correspondence received from Department of Education**

Date Received	Subject
30/03/2023	DoE re. SET and SNA allocations Ukraine effective from 17th April until end of 2022/23 school year
03/04/2023	DoE - LMETB Q1 2023 - Early Warning Return
05/04/2023	DoE acknowledging receipt of Department Return Jan-Mar 2023
05/04/2023	DoE re. Delivery of your school building project - Enfield CC
05/04/2023	DoE re. Delivery of your school building project - O'Carolan College, Nobber
06/04/2023	DoE acknowledging receipt of signed LMETB Monthly Returns Jan-Feb 2023
06/04/2023	DoE LMETB- Confirming Sign-off on the 2023 Service Plan & requesting that it be published
11/04/2023	DoE requesting submission of Q1 2023 Financial Assets and Liabilities survey for the Department of Education by 17/4/23
11/04/2023	DoE - Request for Q1 2023 Prompt Payment Returns
14/04/2023	DoE - Reminder re. Submission by 17/4/23 of Q1 2023 Financial Assets and Liabilities survey for the Department of Education
18/04/2023	DoE advising that Project Enfield Community College tender published 18/04/2023
18/04/2023	DoE reminder that Annual & Chairpersons Comprehensive Reports for 2022 to be submitted by 30th June
21/04/2023	DoE Response to APO CES email 20.4.23 re. LMETB-Filling of Casual Vacancy on ETB Board
28/04/2023	DoE - DSBP Duleek - Keith Roberts Inspection Report
02/05/2023	DoE requesting April Monthly Return due no later than Monday May 8th 2023
04/05/2023	DoE - Reminder re. submission of Annual & Chairpersons Comprehensive Reports for 2022
08/05/2023	DoE Confirming to LMETB - DoE approval of Gifts and Scholarships as requested by LMETB email 31/03/2023
09/05/2023	DoE - Revised Schedule of Accommodation - O'Carolan College Nobber RN719800

10/05/2023	DoE Reminder to submit Progress Reports and Progress Reviews due by 15/5/23
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- **Correspondence received from Department of Further of Further and Higher Education, Research, Innovation and Science (DFHERIS)**

<i>Date Received</i>	<i>Subject</i>
13/04/2023	DFHERIS acknowledging response from Dir FET re. expected opening Apprenticeship training hub
27/04/2023	DFHERIS acknowledging receipt of LMETB Strategy Statement
28/04/2023	DFHERIS – setting up Regional Dialogue Meetings
10/05/2023	DFHERIS Information re. Regional dialogue meetings

- **Correspondence received from other sources**

<i>Date Received</i>	<i>From:</i>	<i>Subject</i>
29/03/2023	DCEDIY	DCEDIY - Minor Grant Scheme Template 2022
30/03/2023	ETBI	ETBI - DEASP Schools Meals Report Rate Increases
30/03/2023	Dir. Schools	DOS advising that not forwarding DEASP Schools Meals Report Rate Increases until official press release issued
30/03/2023	Athboy CS	Athboy CS Minutes of BoM 06/03/2023
30/03/2023	Hugh Farrell	Report & Minutes of Audit & Risk Committee meeting 15/3/23
30/03/2023	SOLAS	SOLAS - Roll-out of Green Skills Modules across FET
31/03/2023	QQI	QQI - QQI Awards - Bulletin
31/03/2023	DCEDIY	DCEDIY - Opportunity to join the Council of Gaisce - the President's Award
31/03/2023	ETBI	ETBI Announcement new FET Director - Dr. Joseph Collins
31/03/2023	SOLAS	SOLAS - EU Funding Update 2023-1
31/03/2023	Paul Dermody	Paul Dermody - resignation from LMETB Board
31/03/2023	Fergus O'Dowd TD	Fergus O'Dowd TD - Query on behalf of a constituent re. health related programme in schools
03/04/2023	Drogheda City Status Group (DCSG)	Drogheda City Status Group (DCSG) re. Meeting 17/4/23 in The Mill Enterprise Centre
05/04/2023	Paul Dermody	Paul Dermody - Letter following the resignation from Board of LMETB - Confirmation document signed by PD
06/04/2023	SOLAS	SOLAS - LMETB 2023 FET Approved Funding Allocation
06/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 Scoil Uí Mhuirí
06/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 Beaufort College
06/04/2023	SOLAS	SOLAS re. Payment Advice Note from 04.04.2023

06/04/2023	Michael McGrath	Sec to Board of Governance forwarding minutes of AMTCE Board Meeting April 4th
06/04/2023	SOLAS	SOLAS - Cost of Living Payment April 2023
06/04/2023	SOLAS	SOLAS - LMETB 2023 Devolved Capital Funding Allocation
11/04/2023	ESBS	ESBS re. Article 5.2 (Recital 20) of the EU Procurement Directive 2014/24/EU - Aggregation of spend for procurement
11/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 Coláiste Chú Chulainn
11/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 Bush PP
11/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 O'Carolan College
11/04/2023	ETBI	ETBI - ETB Day Follow up
11/04/2023	National Apprenticeship Office	National Apprenticeship Office re. Employer survey closes for responses this Friday 12/4/23
13/04/2023	SOLAS	SOLAS acknowledging receipt Acknowledgement Form re. LMETB 2023 FET Approved Funding Allocation
14/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 Ó Fiaich College
14/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 St. Oliver's CC
17/04/2023	SOLAS	SOLAS - Confirming LMETB - 2023 3rd Tranche Payments
19/04/2023	Dept Social Welfare	Dept Social Welfare re. Meals Scheme 2022-2023 Navan SCP
19/04/2023	DCEDIY	DCEDIY - Payment Letter LMETB Q2 UBU 2023
21/04/2023	ETBI	ETBI - Guidance from NCSC on the use of TikTok on official Devices
24/04/2023	National Apprenticeship Office	National Apprenticeship Office re. Launch of Generation Apprenticeship 'One More Job' initiative today
24/04/2023	ETBI	ETBI re. Reasonable Accommodations in FET Survey
26/04/2023	Athboy CS BoM	Athboy Community School Retirement Notice re. Principal
26/04/2023	Cllr. Andrea McKeivitt	Resignation from Ó Fiaich College BoM
27/04/2023	DKiT	DKiT acknowledging receipt of LMETB Strategy Statement
28/04/2023	QQI	QQI re. Launch of Sectoral Report QA FET
28/04/2023	Principal Enfield CC	Principal Enfield CC advising that LMETB Strategy Statement forwarded to all students
02/05/2023	ETBI	ETBI re. Global Citizenship Webinar Recording and further information
03/05/2023	MRP Investment & Development Ltd.	MRP Investment & Development Ltd. re. LMETB Letter of Consent - Beaufort College Land Folio MH11779F
08/05/2023	O'Carolan College	O'Carolan College - Correspondence from Board of Management Meeting 3/5/23
09/05/2023	SOLAS	SOLAS - SEAI List of Registered Energy Auditors for Drogheda and Navan SIUF projects

10/05/2023	Ard Rí CNS	Ard Rí CNS - Correspondence following BoM 9.5.23
10/05/2023	SOLAS	SOLAS - Advising SOLAS/ETB Memorandum of Understanding (2023) and Service Level Agreement (SLA) has been posted to LMETB
10/05/2023	DCEDIY	DCEDIY re. Call out for nominations to the National Youth Assembly of Ireland 2023/2024
11/05/2023	John Sheridan	Chair of Gifts, Trusts & Scholarships Committee – Gifts Trusts and Scholarship Sub-Committee Meeting Minutes 21-3-23
11/05/2023	SOLAS	SOLAS - Received SOLAS/ETB Memorandum of Understanding (2023) and Service Level Agreement (SLA) has been posted to LMETB
12/05/2023	DCEDIY	DCEDIY re. Register Now - Action Plan for Youth Services - Information Session - 22nd May 11am
12/05/2023	AONTAS	AONTAS - Register today for the 53rd AONTAS Annual General Meeting 2023
12/05/2023	Rogerson Reddan	Rogerson Reddan - ADAPT 18 - Coláiste De Lacy Ashbourne - Update 120523- Advising that DoE has provided direction to progress current scheme to deliver the 1,000 pupil school.
15/05/2023	National Apprenticeship Office	National Apprenticeship Office - Generation Apprenticeship 'Facts Faces Futures' presentation now available for download
15/05/2023	SOLAS	SOLAS re. SIUF Validation Meetings - LMETB
17/05/2023	OFX	OFX Letter to Martin O' Brien re. Reserved Function and Property LMETB

- **Correspondence sent**

Date	Re:
28/03/2023	CE's Office to APO HR re. Consultation on updating NDAs eLearning module on disability equality and developing an app to capture the accessibility of public services
30/03/2023	DOSD to DoE - Submitting LMETB - 2023 Service Plan Checklist
31/03/2023	APO CES to DoE - Request to Department of Education for approval of gifts and scholarships on foot of LMETB BM 30/3/23
31/03/2023	APO Finance to DoE - Submitting completed table re. ETBs Annual Financial Accounts 2022
31/03/2023	APO Finance to DoE -Submission of LMETB Financial Statements 2022
31/03/2023	Finance Office to SOLAS -Submission of LMETB FET Programme Balance Process 2022
03/04/2023	DOSD to Finance - Forwarding SOLAS email 31/3/23 re. EU Funding Update 2023-1
03/04/2023	CE's Office to DOS - Forwarding Fergus O'Dowd TD - Query on behalf of a constituent re. health related programme in schools
03/04/2023	DOS to Primary School Leaders -Minister Humphreys announces plans for roll-out of Hot School Meals to all Primary Schools
03/04/2023	CE's Office to Paul Dermody - Letter following resignation from Board of LMETB
04/04/2023	DOS to Fergus O'Dowd TD responding to Query on behalf of a constituent
04/04/2023	DOS to German Teachers Association of Ireland re. Report 're Members' Views on the Scheduling of Oral Examinations

04/04/2023	DOS to School Leaders re. ETBI Middle Leaders Summer School
04/04/2023	DOS to School Leaders re. ETBI LSSU face-to-face seminar entitled Legal Updates for Schools
05/04/2023	DOS to School Leaders re. School Summer Programme 2023 - Online Registration Portals
05/04/2023	CE's Office to P Dermody Acknowledging receipt of signed Confirmation document following resignation
05/04/2023	CE's Office to DoE - Submission of signed LMETB Monthly Returns Jan-Feb 2023
06/04/2023	DOS to DOSD & HR re. ACCS Follow up from AGM of the ACCS on 1st March 2023 in Mullingar Park Hotel
06/04/2023	DOSD to ETBI re. PQ re CEFs posts in ETBs
06/04/2023	DOSD to APO's re. Drogheda Implementation Board Update
11/04/2023	DOS to Primary School Leaders re. CL-00212023-Say yes to languages primary languages sampler module
12/04/2023	APO HR response to ETBI - PQ re CEFs posts in ETBs
12/04/2023	CE's Office to SOLAS - Submitting signed Acknowledgement Form re. LMETB 2023 FET Approved Funding Allocation
13/04/2023	DOS to School Leaders re. Cinealtas Action Plan on Bullying Implementation Plan 2023 - 2027
13/04/2023	Dir FET to DFHERIS responding to DFHERIS email 11/4/23 re. Apprenticeship training hub - expected opening
13/04/2023	DOS to School Leaders re. Cinealtas Action Plan on Bullying Implementation Plan 2023 - 2027
17/04/2023	DOSD to APO HR & Finance re. LMETB PLC Teacher Allocation from SOLAS
17/04/2023	DOS to School Leaders re. COVID funding term 3 Queries
18/04/2023	DOS re. Ms. Sinead Donnelly appointed to the post of Co-ordinator Louth and Meath REALT
18/04/2023	CE's Office to DoE - Submitting Q1 2023 Financial Assets and Liabilities survey for the Department of Education
18/04/2023	DOSD to APO Finance - ETB funding and delivery of provision - SOLAS PowerPoint presentation
18/04/2023	DOSD to DoE - Advising the request for Annual & Chairpersons Comprehensive Reports for 2022 is noted and in progress
18/04/2023	CE's Office to Board & Finance Committee members - Service Plan Review March 2023 AFS to 31st March 2023
20/04/2023	APO CES to DoE query re. seeking replacement for Vacancy on LMETB Board
24/04/2023	DOSD to Dir Schools, Dir FET, APO CES & CE re. Trustees in Community Schools
24/04/2023	DOSD to All Staff re. Removal of TikTok - urgent
25/04/2023	DOSD to All Staff re. end of pandemic measures
25/04/2023	CE's Office to Finance Committee re. School Accounts Mar 2023
25/04/2023	DOS to Primary School Leaders re. Information in relation to Standardised Testing and Other Matters - Academic Year 2022/23 and Subsequent Years
26/04/2023	HR Leave Management to All Staff - Procedure with regard to the processing of illness benefit deductions while absent on sick leave for more than 3 days for all Employees who pay 'A' Class PRSI
26/04/2023	CE's Office to Board and Committee members forwarding Invite to Summer Showcase from Music Generation Meath
27/04/2023	DOS to School Leaders re. ETBI Middle Leaders Summer School
27/04/2023	CE's Office forwarding LMETB Strategy Statement to Stakeholders in categories B, C, E-H

27/04/2023	CE's Office forwarding LMETB Strategy Statement to Stakeholders in category A
27/04/2023	CE's Office forwarding LMETB Strategy Statement to Stakeholders Category D
27/04/2023	DOSD to Procurement Section re. Procurement in ETBs new circular and Application of Art 5.2
03/05/2023	CE's Office to Finance Committee re. FET Accounts Jan-Mar 2023 & ADM accounts Jan-Mar 2023
04/05/2023	LMETB CES to All school and Centre Leaders re. 2023 - School Tours Outings IPB Insurance Guidance
05/05/2023	DOSD to APO CES forwarding DoE - Reminder re. submission of Annual & Chairpersons Comprehensive Reports for 2022
05/05/2023	CE's Office to DoE - Submitting LMETB Q1 2023 - Early Warning Return
08/05/2023	Finance Office to DoE - Submitting April Monthly Return
08/05/2023	CE's Office to DoE submitting signed LMETB Q1 2023 - Early Warning Return
08/05/2023	DOSD to APO's - Forwarding Drogheda Implementation Board Update
10/05/2023	APO CES to Coláiste Ríoga - Ministerial approval under Section 29 of the 2013 Act for donations
10/05/2023	APO CES to Ard Rí CNS - Ministerial approval under Section 29 of the 2013 Act for donations
10/05/2023	APO CES to Coláiste na Mí - Ministerial approval under Section 29 of the 2013 Act for donations
10/05/2023	APO CES to Dunboyne College - Ministerial approval under Section 29 of the 2013 Act for donation
10/05/2023	APO CES to DCFE - Ministerial approval under Section 24 of the 2013 Act for Scholarships
10/05/2023	Leave Management to teaching Staff - CL 0025/2023 Voluntary Search and Rescue Leave for Registered Teachers employed in Recognised Primary and Post Primary Schools
10/05/2023	CE's Office to SOLAS 10.5.23 SOLAS - Acknowledging receipt of SOLAS-ETB Memorandum of Understanding (2023) and Service Level Agreement (SLA)
10/05/2023	APO Finance to YAU Compliance - forwarding Audited Accounts LMETB 31 Dec 2021
11/05/2023	APO CES to DoE - requesting further clarification re. LMETB-Filling of Casual Vacancy on ETB Board
15/05/2023	CE's Office to SOLAS - returning signed MoU and SLA

• **Correspondence sent on foot of Board meeting held on 30th March 2023**

Date	Re:
19/04/2023	Condolence Card/Letter sent to the Family of: Mrs. Mary Ward
19/04/2023	CE's Office to Dir. FET re. Report, Membership of Committees/Boards, Minutes, Policies, MoU
19/04/2023	CE's Office to Dir. Schools re. Report, Minutes of School Board of Managements, Memberships of BoM, School Policies & Contributions
19/04/2023	CE's Office to Dir. OSD re. OSD Matters
19/04/2023	CE's Office to Chair Audit & Risk Committee re. Minutes & Reports
19/04/2023	CE's Office to Chair Finance Committee re. Minutes & Reports
19/04/2023	CE's Office to Chair Gifts, Trusts & Scholarships Committee re. Minutes & Recommendations
19/04/2023	CE's Office to Mr. Paul Breslin – Staff nominee to Youthreach Committee BoM

19/04/2023	CE's Office to Sec BoM Youthreach re. Minutes & Membership
19/04/2023	CE's Office to Mr. Paul Breslin – Staff nominee to Youthreach Committee BoM - amended
19/04/2023	CE's Office to Sec Board of Governance AMTCE re. Minutes & MoU
19/04/2023	CE's Office to Chair Adult Education Committee re. Minutes
20/04/2023	CE's Office to Sec BoM Beaufort College re. BoM Minutes & School Policies
20/04/2023	CE's Office to Sec BoM O'Carolan College re. BoM Minutes & School Policies
20/04/2023	CE's Office to Sec BoM St Oliver PP, Oldcastle re. BoM Minutes, School Policies & Contributions
20/04/2023	CE's Office to Sec BoM Scoil Uí Mhuirí re. BoM Minutes & School Policies
20/04/2023	CE's Office to Sec BoM Coláiste Clavin re. BoM Minutes
20/04/2023	CE's Office to Sec BoM Ashbourne CNS re. BoM Minute & School Policies
20/04/2023	CE's Office to Sec BoM Faughart CNS re. BoM Minutes & School Policies
20/04/2023	CE's Office to Sec BoM Athboy CS re. Membership of Board of Management
20/04/2023	CE's Office to Mr. Shane Foley – LMETB nominee to BoM Athboy CS
20/04/2023	CE's Office to Sec BoM Dunshaughlin CNS re. School Policies
20/04/2023	CE's Office to Sec BoM St. Peter's College re. BoM Minutes, School Policies & Contributions
20/04/2023	CE's Office to Sec BoM Coláiste Chú Chulainn re. Contributions
20/04/2023	CE's Office to Sec BoM Coláiste de Lacy re. BoM Minutes
05/05/2023	CE's Office to Mr. Luke Russell, Student in Drogheda Youthreach - congratulations on behalf of LMETB Board re. Fergal Quinn LCA Award
05/05/2023	CE's Office to Ms. Alice Troy, Student in Drogheda Youthreach - congratulations on behalf of LMETB Board re. Fergal Quinn LCA Award
05/05/2023	CE's Office to Ms. Billy Morgan, Youth Project Meath – Congratulations re. ETB Excellence in Youth Services Award and invitation to give presentation at next board meeting

Cllr. Murphy asked that LMETB examine ways of reducing the amount of paperwork associated with board meetings.

CE acknowledged donations by Councillors under Council discretionary funds. APO CES noted that, under the 2013 ETB Act, gifts, trusts and scholarships require approval of the Board and Minister and that the relevant school principal or centre co-ordinator is informed of the outcome of the process so that they can engage with the donor as necessary.

7. Committees and Reports

7.1 Director of Further Education and Training Report

Director of Further Education and Training referred members to her report and advised that the time normally devoted to it would be given to the Involve Youth Project presentation. The report of Director of Further Education and Training was noted.

7.1.1 Involve Youth Meath Project presentation on foot of invitation by LMETB Board

DOSD introduced Mr. Kelvin Harvey, Adult Education Officer. Mr. Harvey noted that Involve Youth Project Meath is one of eight UBU "Your Place Your Space" projects funded and supported by LMETB. Mr Harvey explained that ETB-supported Youth services from around the country were invited to nominate a project or worker for the recent "ETB Excellence in Youth Services" award. Involve Youth Project Meath was one of six shortlisted nominees and received the runner up award for their Youth Mental Health Board Game, the "NØ SHAME GAME" board game at the Awards Ceremony which took place in Croke Park on 2nd March 2023.

Mr. Harvey introduced Ms. Kay McCabe, National Co-ordinator of Involve CLG and Ms. Billie Morgan, Co-ordinator of Involve Youth Project Meath.

Ms. McCabe outlined the work carried out by Involve Youth Project and the critical importance of early intervention.

Ms. Morgan explained that NØ SHAME GAME was created by the young people in the Involve Youth Project Meath for other young people to play, so as to break the stigma and shame associated with mental health and well-being. Ms. Morgan noted that it is part of a larger mental health campaign aimed at breaking down barriers around mental health so that every person who needs help can avail of it.

Director of Further Education and Training thanked Ms. McCabe and Ms. Morgan for their work noting that it is important that Board members are aware of it. Cllr. Murphy thanked and congratulated Director of Further Education and Training, Mr. Harvey, Ms. McCabe and Ms. Morgan for their work. The Chairperson thanked and congratulated all concerned.

Cllr. Killian congratulated all concerned in arranging and presenting the Music Generation Meath concert in the Solstice Arts Centre in Navan on Saturday 13th May 2023.

7.1.2 Further Education and Training Committee/Board of Management Minutes

It was resolved **R. 08/05/2023** to approve the minutes of the meeting of the Adult Education Committee which took place on 15th November 2022.

Proposed: Cllr Maria Murphy

Seconded: Cllr. Nick Killian

The minutes of the meeting of the Board of Management of DIFE which took place on 1st March 2023 were noted.

It was resolved **R. 09/05/2023** to approve the minutes of the meeting of the Youth Work Committee which took place on 20th October 2022.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Maria Murphy

7.1.3 Membership of Committees

Consideration of a nominee to the Board of Management of O'Fiaich College to replace Cllr. Andrea McKeivitt as LMETB nominee was deferred.

7.1.4 Further Education and Training Policies

College/Centre	Policy
DIFE	Admissions Policy 2023

The above policy was noted.

7.1.5 Proposed Contributions/Fees

College/Centre	
DCFE	€30 non-refundable registration fee for all courses listed
DIFE	€30 non-refundable registration fee for all courses listed
Ó Fiaich College	€30 non-refundable registration fee for all courses listed

It was resolved **R. 10/05/2023** to approve the above proposed contributions

Proposed: Cllr. Maria Murphy

Seconded: Cllr. Marianne Butler

7.2 Director of Schools Report

The Director of Schools highlighted a number of items from her report. The report of the Director of Schools was noted.

7.2.1 Minutes of Boards of Management meetings

School	Date of Meeting
Beaufort College	18/01/2023
Beaufort College	01/02/2023
Bush PP	30/01/2023
Coláiste Clavin	17/01/2023
Coláiste de Lacy	08/03/2023
Coláiste na hInse	25/01/2023
Coláiste Ríoga	18/01/2023
Dunshaughlin CC	05/12/2022
Ó Fiaich College	25/01/2023
Scoil Uí Mhuirí	17/01/2023
St. Oliver's CC	30/01/2023
St. Peter's College	07/03/2023
Ratoath College	23/01/2023
Ard Rí CNS	12/03/2019
Ard Rí CNS	02/05/2019
Ard Rí CNS	28/05/2019
Ard Rí CNS	16/02/2021

Ard Rí CNS	11/05/2021
Ard Rí CNS	28/09/2021
Ard Rí CNS	21/06/2022
Ard Rí CNS	06/09/2022
Ard Rí CNS	11/10/2022
Ard Rí CNS	26/01/2023
Ard Rí CNS	28/03/2023
Faughart CNS	17/01/2023
Joint Patronage Schools	

The minutes of the above meetings were noted.

7.2.2 Memberships of Boards of Management

It was resolved **R. 11/05/2023** to approve the nomination of Ms. Bríd Rocks as LMETB nominee to the Board of Management of Athboy Community School to replace Cllr. Paul McCabe.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Nick Killian

7.2.3 School Based Policies:

School	Policy
Bush PP	DEIS Plan 2022 – 2025
Bush PP	School Behaviour for Learning Policy
Coláiste Clavin	Anti-Bullying Policy
Enfield CC	Internet Acceptable Use Policy
Ó Fiaich College	Mobile Phone Policy
Scoil Uí Mhuirí	Admissions Policy
Scoil Uí Mhuirí	Anti-Bullying Policy
Scoil Uí Mhuirí	Code of Behaviour
St. Oliver's CC	JCSP Policy
St. Oliver's CC	Transition Year Policy
Ard Rí CNS	Admission Policy - 23-24 (update Jan 23)
Ard Rí CNS	Anti-Bullying Policy- September 2022
Ard Rí CNS	Child Safeguarding Statement Risk Assessment September 2022
Ard Rí CNS	Critical Incident Management Plan- September 2022
Ard Rí CNS	ETBI Safety Statement – February 2023
Ard Rí CNS	RSE Policy 2023
Ashbourne CNS	Critical Incidents Management Policy-ratified
Ashbourne CNS	Policy on Multigrade classes-ratified
Ashbourne CNS	Special Education Needs Policy-ratified

Faughart CNS	Book Grant Communication to Parents April 2023
Faughart CNS	Critical Incident Management Plan
Faughart CNS	Digital Learning Plan 2022-2023
Faughart CNS	Safety Statement 18 April 2023
Faughart CNS	Ratification Documentation
Joint Patronage Schools	

The above policies were noted.

7.2.4 Proposed Contributions from Parents/Guardians for 2023-2024

School	Year Group	Proposed Amount
Bush PP	1 st , 2 nd , 3 rd , 5 th & 6 th Years	€125
Bush PP	LCA 1 st & 2 nd Years	€45
Bush PP	Transition Year	€350
Coláiste na hInse	1 st , 2 nd , 3 rd , 5 th & 6 th Years	€220
Coláiste na hInse	LCA Year 1 & Year 2	€220
Coláiste na hInse	Idir Bliain	€350
Coláiste Pobail Ráth Chairn	Bliain 1	€150
Coláiste Pobail Ráth Chairn	Bliain 2 & 3	€120
Coláiste Pobail Ráth Chairn	Bliain 5 & 6	€170
Coláiste Pobail Ráth Chairn	Bliain 4 (Idirbhliain)	€500
Coláiste Ríoga	1 st , 2 nd & 3 rd Years	€180
Dunshaughlin CC	1 st , 2 nd , 3 rd , 5 th & 6 th Years	€245
Dunshaughlin CC	LCA	€170
Dunshaughlin CC	Transition Year	€350
Enfield CC	1 st , 2 nd , & 3 rd Years	€245
Enfield CC	Transition Year	€350
Ó Fiaich College	All Years	€200
St. Oliver's CC	1 st , 2 nd & 3 rd Years	€200 + Subject kits up to €50 maximum
St. Oliver's CC	5 th & 6 th Years	€150
St. Oliver's CC	Transition Year	€80 + €160 for Team building Trip
Ard Rí CNS	Junior & Senior Infants, 1 st , 2 nd & 3 rd Classes	€25
Ashbourne CNS	All Classes	€25
Faughart CNS	All Classes	€20

It was resolved **R. 12/05/2023** to approve the above contributions.

Proposed: Cllr. Maria Murphy

Seconded: Mr. Barry McCourt

Proposed Contributions for Dunshaughlin CNS, O'Carolan College and Coláiste na Mí were deferred to the next board meeting.

8. OSD Matters

8.1 Human Resources Update

APO Human Resources briefed members on human resource matters including recent successful campaigns and explained that any board members who wish to begin participating in interview panels would be more than welcome as we enter peak recruitment season and that training would be provided.

The report was noted.

8.2 Minutes:

8.2.1 It was resolved **R. 13/05/2023** to approve the minutes of the Gifts, Trust and Scholarships Committee meeting held on 21st March 2023.

Proposed: Cllr. John Sheridan

Seconded: Mr. Bill Sweeney

8.2.2 It was resolved **R. 14/05/2023** to approve the minutes of the Land and Buildings Committee meeting held on 20th February 2023.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Maria Murphy

8.3 Reports

There was no business under this heading.

8.4 Memberships and Chairpersons of Boards/Committees

There was no business under this heading.

8.5 Policies

8.5.1 Documents regarding updated CCTV policy

1. CCTV policy
2. CCTV Guide for Best practice

DOSD explained that the updated documents are based on updated templates agreed through the ETBI network. The policies were noted by the Board.

8.5.2 Updated Executive Orders were noted by the Board

8.5.3 Procurement

Department of Public Expenditure and Reform Circular 05/2023: “Initiatives to assist SMEs in public procurement”

Change to policy regarding the number of personnel required to open tenders. This change is necessary because the new etenders platform does not facilitate three openers:

“All RFTs over €50,000 (supplies and services) or €50,000 (works related services) or €200,000 (works) must be opened as soon as possible after the closing date by two people to include one member of the Management Team, (i.e.: CE, Director, APO), and a board member or nominee of the board (who may not be an employee of LMETB).”

DOSD explained that LMETB are currently updating policy and procedure on foot of Circular 05/2023. Updated policies would be brought back to the Board for noting.

The above documents and matters were noted.

8.6 Gifts, Trusts and Scholarships

8.6.1 Cllr. Sheridan reported on behalf of the Gifts, Trust and Scholarships Committee. Cllr. Sheridan advised that the Committee met on 9th May 2023 at which it approved minutes of the meeting held on 21st March 2023 and considered donations, scholarship and reports by the CE thereon.

Cllr. Sheridan advised that the Committee resolved to recommend approval by the Board of the following donations:

1: Donation of €500 by Navan Credit Union to Coláiste na Mí
Details of the Donor Navan Credit Union

Details of the gift: €500

Purpose of the Gift: Towards the Formula 1 in Schools competition project.

It was resolved **R. 15/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

2: Donation of €150 by Bennett Optical Ltd to Coláiste na Mí
Details of the Donor: Bennett Optical Ltd
Details of the gift: €150

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 16/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

3: Donation of €150 by HHS Pharmacy to Coláiste na Mí
Details of the Donor HHS Pharmacy

Details of the gift: €150

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 17/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

4: Donation of €250 by Bective Stud to Coláiste na Mí
Details of the Donor Bective Stud

Details of the gift: €250

Purpose of the Gift: Towards the Formula 1 in Schools competition project.

It was resolved **R. 18/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

5: Donation of €100 by Cllr. Johnny Guirke to Coláiste na Mí
Details of the Donor: Cllr. Johnny Guirke
Value of the gift: €500

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 19/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

6: Donation of €150 by Get Fresh Catering to Coláiste na Mí
Details of the Donor: Get Fresh Catering (Provider of catering in the school)

Details of the gift: €150

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 20/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

7: Donation of €100 by Darren O’Rourke TD to Coláiste na Mí
Details of the Donor: Darren O’Rourke TD

Details of the gift: €100

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 21/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

8: Donation of €500 by Crew Barbers to Coláiste na Mí
Details of the Donor: Crew Barbers

Details of the gift: €500

Purpose of the Gift: Towards the Formula 1 in Schools competition project.

It was resolved **R. 22/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

9: Donation of €200 by Carolan Coach Hire to Coláiste na Mí
Details of the Donor: Carolan Coach Hire

Details of the gift: €200

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 23/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

10: Donation of €300 by Tara Mines to Coláiste na Mí
Details of the Donor: Tara Mines
Details of the gift: €300

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 24/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

11: Donation of €150 by Keatings Oil to Coláiste na Mí
Details of the Donor: Keatings Oil

Details of the gift: €150

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 25/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

12: Donation of €150 by Walterstown GAA to Coláiste na Mí
Details of the Donor: Walterstown GAA

Details of the gift: €150

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 26/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

13: Donation of €150 by Kaideen & Co (School Uniforms Direct) to Coláiste na Mí
Details of the Donor: Kaideen & Co (School Uniforms Direct)

Details of the gift: €150

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 27/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

14: Donation of water fountains by Meath County Council to Beaufort College, Ratoath College, Enfield Community College, Coláiste na hInse, Coláiste Pobail Ráth Chairn and Coláiste na Mí
Details of the Donor: Meath County Council

Details of the gift: Arrange for the supply and installation of water fountains in conjunction with Crystal Clear. An annual service charge of €160 per unit is payable by the school, this includes two visits by Crystal Clear. Participating schools are required to ban single use plastic bottles and to use reusable bottles.

Purpose of the gift: To promote the usage of reusable water bottles instead of single use, plastic water bottles

It was resolved **R. 28/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

15: Donation of €150 by Navan Credit Union to Coláiste na Mí
Details of the Donor: Navan Credit Union

Details of the gift: €150

Purpose of the Gift: Sponsorship of the school musical “Grease”, to be held in the Solstice Arts Centre on 10th, 11th and 12th May.

It was resolved **R. 29/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

16: Sponsorship of GAA jerseys (estimated value €1,110) by Focus Health to Dunshaughlin Community College
Details of the Donor: Focus Health (owned by a parent of pupils in the school)

Details of the gift: Sponsorship of GAA jerseys (estimated value €1,110)

Purpose of the gift: Sponsorship of GAA jerseys

It was resolved **R. 30/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

17: Donation of €300 by FSW Coatings Ltd. to St. Oliver Post Primary, Oldcastle
Details of the Donor: FSW Coatings Ltd

Details of the gift: €300

Purpose of the gift: Towards awards for pupils in recognition of excellence in science subjects

It was resolved **R. 31/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

18: Sponsorship of 15 First year boys' basketball kits (jerseys and shorts) (estimated value €550) by College Group to O'Carolan College, Nobber
Details of the Donor: College Group (also fund scholarships)
Details of the gift: Sponsorship of 15 First year boys' basketball kits (jerseys and shorts) (estimated value €550)

Purpose of the gift: Sponsorship of basketball jerseys

It was resolved **R. 32/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

19: Sponsorship of 15 Second year boys' basketball kits (jerseys and shorts) (estimated value €550) by College Group to O'Carolan College, Nobber
Details of the Donor: College Group (also fund scholarships worth €4,000 per year for up to four years at third level)
Details of the gift: Sponsorship of 15 Second year boys' basketball kits (jerseys and shorts) (estimated value €550)

Purpose of the gift: Sponsorship of basketball jerseys

It was resolved **R. 33/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

20: Sponsorship of 15 under 19 boys' basketball kits (jerseys and shorts) (estimated value €550) by Midland Construction to O'Carolan College, Nobber
Details of the Donor: Midland Construction
Details of the gift: Sponsorship of 15 under 19 boys basketball jerseys (estimated value €550)

Purpose of the gift: Sponsorship of basketball jerseys

It was resolved **R. 34/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

21: Sponsorship of 30 girls gaelic football jerseys (estimated value €1,100) by Joe Matthews to O'Carolan College, Nobber
Details of the Donor: Joe Matthews
Details of the gift: Sponsorship of 30 girls' gaelic football jerseys (estimated value €1,100)

Purpose of the gift: Sponsorship of gaelic football jerseys

It was resolved **R. 35/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

22: Sponsorship of 25 girls basketball kits (jerseys and shorts) (estimated value €900) by Magees, Kingscourt to O'Carolan College, Nobber
Details of the Donor: Magees, Kingscourt
Details of the gift: Sponsorship of 25 girls basketball kits (jerseys and shorts) (estimated value €900)

Purpose of the gift: Sponsorship of basketball jerseys

It was resolved **R. 36/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

23: Sponsorship of 30 boys senior gaelic football jerseys (estimated value €1,100) by Magees, Kingscourt to O'Carolan College, Nobber
Details of the Donor: Magees, Kingscourt
Details of the gift: Sponsorship of 30 boys senior gaelic football jerseys (estimated value €1,100)

Purpose of the gift: Sponsorship of gaelic football jerseys

It was resolved **R. 37/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

24: Sponsorship of 30 boys junior rugby jerseys (estimated value €900) by Boyne Coaches to O'Carolan College, Nobber
Details of the Donor: Boyne Coaches
Details of the gift: Sponsorship of 30 boys junior rugby jerseys (estimated value €900)

Purpose of the gift: Sponsorship of rugby jerseys

It was resolved **R. 38/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

25: Donation of €1,000 by Meath County Council to Coláiste na Mí
Details of the Donor: Meath County Council

Details of the gift: €1,000

Purpose of the gift: Towards student enterprise award

It was resolved **R. 39/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

Cllr. Sheridan advised that the Committee resolved to recommend approval by the Board of the following scholarship:

1: Dundalk Credit Union scholarship to a student in Ó Fiaich College, Dundalk
Details of the donor: Dundalk Credit Union

Details of the scholarship: €500 to the Ó Fiaich College student of the year

Purpose of the scholarship: To assist the student in progressing to higher education.

It was resolved **R. 40/05/2023** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the scholarship, subject to Ministerial approval.

Proposed: Mr. Billy Doyle

Seconded: Mr. Barry McCourt

8.6.2 Report of the Chief Executive under Section 24 of the 2013 ETB Act.

It was resolved **R. 41/05/2023** to approve the Report of the Chief Executive under Section 24 of the 2013 ETB Act.

Proposed: Cllr. John Sheridan

Seconded: Cllr. Marianne Butler

8.6.3 Report of the Chief Executive under Section 29 of the 2013 ETB Act.

It was resolved **R. 42/05/2023** to approve the Report of the Chief Executive under Section 29 of the 2013 ETB Act.

Proposed: Cllr. John Sheridan

Seconded: Cllr. Maria Murphy

8.7 Data Breach Reports

DOSD advised that four data breaches have been reported, details of which had been provided to members and briefed members on same.

DOSD noted that LMETB assessed that there is a low risk of the breaches posing a substantial risk to the rights and freedoms of data subjects and that none were deemed to warrant reporting to the Data Protection Commission. A focus on the dangers posed by prepopulated address lines has been reinforced to all.

Members noted the Data Breach Report.

8.8 Risk Management Report for Quarter 2, 2023

DOSD noted that 26 risk items are currently listed on the LMETB corporate risk register. 10 are designated as high risk, 14 as medium risk and 2 as low risk. DOSD advised that that there have been no changes to risk rating since the last report but that some comments have been updated.

Members noted the Risk Management Report.

9. Land and Buildings

9.1 Report on behalf of the Land and Buildings Committee

Mr. Sweeney reported on behalf of the Land and Buildings Committee.

It was resolved **R. 43/05/2023** to approve the report on behalf of the Land and Buildings Committee.

Proposed: Cllr. Gerry O'Connor

Seconded: Cllr. Maria Murphy

9.2 Leases/Licenses/Short Term Rentals/Property

Leases

There was no business under this heading.

Licence

9.2.1. Fairyhouse Racecourse

It was resolved **R. 44/05/2023** to approve the recommendation of the Land and Buildings Committee to enter a licence for use of Fairyhouse Racecourse for Dunboyne College of Further Education for two years from 1st September 2023 at a rate of €60,000 per year plus VAT.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Maria Murphy

Short-term rental

9.2.2 It was resolved **R. 45/05/2023** to approve the recommendation of the Land and Buildings Committee to enter a licence for use of An Grianán, Termonfeckin for Further Education and Training services for the 2023/24 academic year at a rate of €65 per room for 3 hours use, i.e. approximately 1 classroom, 4 times per week, subject to change due to demand.

Proposed: Cllr. Marianne Butler

Seconded: Ms. Caroline Canny

9.3 Consideration of Public Spending Code Thresholds for Completion Reports

It was resolved **R. 46/05/2023** to approve the recommendation of the Land and Buildings to adopt a threshold of €25m above which Project Completion reports would be completed under the Public Spending Code.

Proposed: Cllr. Gerry O'Connor

Seconded: Cllr. John Sheridan

9.4 Proposed Resolution

To dispose of any and all possessory rights/title that LMETB may have in relation to that portion of the lands registered to Boyne Housing (Navan) Limited and comprised in Folio MH12529F marked A in favour of CHL (Cairn Homes Properties Limited) and to lodge a Section 49 application in relation to that portion of folio MH12529F marked B to be retained by LMETB.

Mr. Sweeney advised that LMETB would receive full market consideration for the disposal and that adoption of the resolution is recommended by the Land and Buildings Committee.

It was noted that LMETB will grant two licences to CHL to commence work (one to Meath County Council as already approved by the Department and Board and one to CHL as per above).

It was resolved **R. 47/05/2023** to approve the above.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Maria Murphy

9.4 Developments and Updates on Land and Buildings recommended by Land and Buildings Committee for Board approval

Cllr. Killian expressed concern on behalf of the Board of Management of Dunboyne College of Further Education regarding the slow pace of progress on a new premises.

It was resolved **R. 48/05/2023** to approve the Developments and Updates on Land and Buildings recommended by Land and Buildings Committee.

Proposed: Máirín Uí Fháinnín Uasal

Seconded: Ms. Caroline Canny

10. Any Other Business

As there was no other business the Chairperson extended his gratitude and best wishes to all and brought the meeting to a conclusion.

SIGNED:


CATHAOIRLEACH

DATE:

