

Kilkenny and Carlow Education and Training Board
Minutes
14 February 2023

Date: 14 February 2023
Time: 3.30pm
Venue: Online via Microsoft Teams

Attendance: Tómas Breathnach, Caitlín Mhic Cárthaigh, Mary Hilda Cavanagh, Laura Conheady, Deirdre Cullen, Andrea Dalton, Fidelis Doherty, Ger Frisby, Matthew Kenny, John Hurley, Patrick O'Neill, Noel Phelan, Jenny O'Regan Byrne, Clare Ryan

Also in attendance: Chief Executive Eileen Curtis, Director of Further Education and Training Martha Bolger; Director of Schools Pauline Egan, Director of Organisation Support and Development Liam Scott
Executive support Caoimhe Byrne

Apologies: Fergal Browne, Thomas Kinsella, Adrienne Wallace

Vice-Chairperson Andrea Dalton presided at the meeting

1. Conflict of Interest

At the start of the meeting, the Chairperson reminded members about procedures for dealing with any potential conflict of interest arising during a board meeting:

The ETB Act of 2013 and the Code of Governance (2019) both state that a member of an ETB board must absent himself/herself when the board is deliberating or deciding on matters in which that member has an interest. He/she should not take any part in any deliberation of the board relating to the matter, should not influence, or seek to influence, a decision to be made in relation to the matter and should not vote on a decision relating to the matter.

2. Condolences and congratulations

Condolences were extended to those recently bereaved.

3. Minutes of board meeting held on 17 January 2023

The minutes of the meeting held on 17 January 2023 had been circulated to board members in advance (Document 140223 – 02). The minutes were taken as read. The minutes of the meeting were proposed by Ger Frisby, seconded by Mary Hilda Cavanagh and agreed. The minutes were recorded as a true record of the proceedings of the board meeting held on 17 January 2023.

4. Matters arising from minutes

No matters arising.

5. Draft Service Plan

The Service Plan details the proposed programmes and activities of KCETB for the coming year, as well as projected income and expenditure for 2023. An Annual Service Plan is required to be adopted by the Board and submitted to DE prior to 1 March.

As detailed in the Code of Practice for the Governance of ETBs 2019, the Finance Committee have a role to report to the Board on the Draft Service Plan. The Finance Committee met on 13 February 2023 and recommended the adoption of the Service Plan to the Board.

The CE provided an outline to members on the key priorities and actions for achievement in 2023 across each of the directorates and highlighted specific KCETB priorities. The Service Plan sets out the expenditure in line with the Letter of Determination received from DE.

The Board thanked the executive for their work and for the preparation of the Service Plan 2023. The Plan was proposed by Deirdre Cullen, seconded by Mary Hilda Cavanagh and agreed, and accordingly adopted by the Board of KCETB.

6. Matters for approval, adoption or confirmation by the Board

140223 – KCETB 01 Minutes of previous meeting(s)

Adopt the recorded minutes of the meeting held on 17 January 2023. The minutes will be published online.



140223 – KCETB 02 Service Plan 2023

For approval

Unless stated previously the above items were adopted by the board as proposed by Deirdre Cullen, seconded by Mary Hilda Cavanagh and agreed.

7. Other Business with prior permission of the Chair

Details of activities for ETB Week were highlighted to members, in particular the launch event on Monday 27 February at Tyndall College, where an outside broadcast with KCLR Live would take place. An invitation was extended to all members to attend.

8. Date of next meeting

Tuesday 21 March 2023 at 3.30pm

Signed:

Date:

21/3/23

