



Kilkenny and Carlow Education and Training Board

Minutes

19 May 2026

Date: 19 May 2026
Time: 3.30pm
Venue: Carlow Institute of Further Education and Training, Kilkenny Road, Carlow

Attendance: Fergal Browne, Mary Hilda Cavanagh, John Coonan, Deirdre Cullen, Andrea Dalton, David Denieffe, Thomas Kinsella, Seán Lawlor, Ger Long, Madailín Mhic Lochlainn, Sarah Millea, Daniel Pender, Ann Penfold, Clare Ryan, Jacqueline Sheil, Joe Sheridan, Maurice Shortall, Kathryn Wall.

Also in attendance: Chief Executive Dr Lindsay Malone, Director of Further Education and Training Martha Bolger, Director of Schools Dr Pauline Egan, Director of Organisation, Support and Development Liam Scott, Executive Support Kathleen Lennon.

Apologies: Jenny Catt Slattery

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.

Congratulations

Congratulations were extended to Coláiste Mhuire Johnstown on becoming All Ireland Junior Camogie Champions for 2025 building on the brilliant success of the Senior Camogie All Ireland win last year.

Congratulations to Transition Year students, Peter Kavanagh, Daniel Collins and Luke McGrath from Coláiste Eoin who secured a place in the national final of the Student Enterprise Awards with their innovative and sustainable mini-company, Timber Tote. They designed and produced a handcrafted mobile timber tote using recycled wood.

Congratulations to the students and staff at Scoil Aireagail on winning in their category Senior/Small Group at the AIB Future Sparks School Impact Awards. These awards recognise schools that make a real difference in social, financial, and environmental challenges.

Congratulations to the students in Kilkenny City Vocational Schools for being accepted onto the UCD *Let's Chat Medicine* programme. This week-long programme of learning and co-creation where young people learn from researchers at Systems Biology Ireland in UCD and then work with creative professionals to develop media on different aspects of personalised medicine, takes place from 8 to 12 June.

Congratulations to Kilkenny City Vocational School on receiving their Green Flag for the theme of Marine Environment this year. In addition, the school were awarded regional "Marine School of the Year" winners at the annual Green-Schools Marine Environment Awards in Dublin on 15 May. Kilkenny City Vocational School were one of four secondary schools awarded for their innovative and inspiring work exploring marine biodiversity, raising awareness around marine plastics, and reducing plastic waste both within their schools and in their wider communities.

It was noted that the Creativity Champion 2026 was Jacqueline Sheil, Borris College. The B!G Idea is a social enterprise that empowers young people to think creatively and solve real-world problems through a programme delivered through schools across Ireland. The Creativity Champion Award, developed by the B!G Idea, recognises not just an outstanding teacher, but someone who actively champions The B!G Idea and brings creative thinking to life in everything they do.

Carlow Institute of Further Education and Training's make-up department achieved exceptional success at the Professional Beauty and Hair Ireland 2026 Makeup Competition, which took place on 19 and 20 April in the RDS, Dublin. Competing against top students and professionals from across the country, the Carlow team delivered outstanding



performances, demonstrating creativity, technical excellence and professionalism on a national stage. The Carlow team secured an impressive ten awards in total, including five category wins, alongside multiple silver and bronze placements - including bridal, creative, Insta makeup and body painting.

Programme co-ordinator Sara Ashmore Kehoe won both the judges' choice and the voters' choice in the Insta professional make-up category, as well as securing third place in the creative pro category. Danielle Fitzgerald also excelled with incredible artwork, winning the professional body painting category, while student Catherine Hartigan won first place in the body painting category.

Music Generation Carlow, in partnership with Carlow County Library services, hosted a special three week exhibition in the Shaw Room, Carlow Town celebrating thirteen years of Music Generation Carlow. The exhibition featured a collection of photos and videos capturing the journey, creativity, and community behind Music Generation Carlow.

Congratulations were also extended to Jilly McDonough Assistant Head of ITG Department/Communications Officer KCETB on her role in "Big Maggie" with Carlow Little Theatre in Visual Carlow.

3. Minutes of the board meeting held on 24 March 2026

The minutes of the meeting held on 24 March 2026 had been circulated to board members in advance (Document 19052026-02). The minutes were taken as read.

The minutes of the meeting on 24 March were proposed by Ann Penfold, seconded by Ger Long and agreed.

The minutes were recorded as a true record of the proceedings of the board meeting held on 24 March 2026.

4. Matters arising from minutes

No matters arising.

5. Correspondence

Department of Education and Youth Circular Letters – to be implemented

0012/2026 The Special Education Teaching (SET) allocation for the 2026/27 school year.

0013/2026 Co-ordination hours to support schools with planning and co-ordination of the Special Education Teaching Supports.

0016/2026 Gaeltacht School Recognition Scheme: Continued Implementation of the Scheme (2026/27) in Post-Primary Schools.

0026/2026 Staffing Arrangements in Voluntary Secondary Schools for the 2026/27 school year.

0027/2026 Staffing Arrangements in Community and Comprehensive Schools for the 2026/27 school year.

0028/2026 Staffing Arrangements in Educational and Training Boards for the 2026/27 school year.

0031/2026 Positive Mental Health and Wellbeing in the DEIS Plus scheme: Assignment of Positive Mental Health and Wellbeing coordinators within schools in the DEIS Plus scheme.

0033/2026 Rural DEIS and non-DEIS home school community liaison pilot: assignment of home school community liaison coordinators in some Rural DEIS and Non-DEIS schools.

0034/2026 Postgraduate Certificate/ Diploma of Teacher Professional Learning for Teachers working with Students with Special Educational Needs- Autism.

0036/2026 Prescribed Material for the Leaving Certificate Examinations in 2028 and a reminder about the removal of restrictions on students studying combinations of Classical Studies, Latin and Ancient Greek.

0037/2026 Senior Cycle Redevelopment (SCR) Implementation Support Measures- Provision of a dedicated Post of Responsibility to support the enactment and subsequent development of Senior Cycle Redevelopment – the Senior Cycle Redevelopment Co-ordinator.

0038/2026 Senior Cycle Redevelopment (SCR) Implementation Support Measures- Provision of a dedicated Post of Responsibility – the Senior Cycle Level 1 and Level 2 Programme Co-ordinator - to support the enactment of Senior Cycle Level 1 and Level 2 Learning Programmes.

0041/2026 Prescribed Material for the Leaving Certificate Irish Examination in June 2027 and June 2028.

0042/2026 Understanding Behaviours of Concern and Responding to Crisis Situations – Update on Training, and Monitoring and Oversight arrangements.

0043/2026 Joint Data Controller Arrangement Between Department of Education & Youth And Boards of Management, Principal Teachers and Teaching Staff of Post-Primary Schools, Special Schools and Chief Executives of ETBs.

0045/2026 DEIS Plus scheme: appeals process.

0046/2026 Post-Graduate Diploma Programme of Teacher Professional Learning for Special Education Teachers, 2026/2027.

0047/2026 Graduate Certificate in Autism Education for Teachers Working with Autistic Pupils in Special Schools, Special Classes or as Special Education Teachers in Mainstream Primary and Post-Primary Schools, 2026/2027

0048/2026 Information in relation to Standardised Testing and Other Matters – Academic Year 2025/26 and Subsequent Years.

0050/2026 Implementing the Action Plan for Irish in English-Medium Schools.

Other Departmental correspondence – for information

DEY- UBU Your Place your space 2026 Additional Funding Allocation- Resilience and Effectiveness

DEY- Payment Letter- KCETB Q2 LYCGS UBU and YIC

DEY- Payment Letter- TYESI R & E Q1 and Q2

Other correspondence – for information

IPB-Notice of AGM of IPB Insurance CLG- 1 May 2026

Grennan College Notification regarding BOM's review of the Child Safeguarding and Risk Assessments.

Tullow Community School request for nominations to serve on BOM for next three-year term.

6. Chief Executive's Report

Chief Executive Dr Lindsay Malone presented the Chief Executive's report:

NAPD Further Education and Training Conference 2026

KCETB was delighted to engage at the National Association of Principals and Deputy Principals (NAPD) Further Education and Training Conference 2026. Exploring the theme of Future Ready Colleges, with key policy makers and stakeholders in the Irish FET Landscape, KCETB had great opportunities to explore the FET strategy, and to discuss ideas and possibilities. The conference had contributions from Department of Further and Higher Education, Research, Innovation and Science, SOLAS, QQI and many practitioners. Chief Executive and Carlow Institute of Further Education and Training Principal participated in panel discussions.

ETBI Annual Congress 2026

It was noted that this year's congress will take place on Thursday, 15th October 2026, at The Rose Hotel, Dan Spring Road, Tralee, Co. Kerry, V92 HKA4. Further details to follow in due course.

6.1 Corporate Governance and Administration

Annual Financial Statements 2025

It was outlined that following its approval by the board on 24 March the Annual Financial Statements 2025 and associated documentation were submitted to the Department of Education and Youth in advance of the submission date of 30 March.

Annual Report 2025

The Chief Executive provided a presentation on the Annual Report 2025. It was noted that in accordance with the requirements of the Education and Training Board Act 2013 the ETB was required to submit an Annual Report by 30 June each year. The Annual Report 2025 and

the accompanying Chairperson's Comprehensive Report were prepared and circulated for consideration of the board and was submitted to the DE following the meeting.

6.2 Schools

Director of Schools Dr Pauline Egan presented the following report:

Ukrainian Educational Provision

Enrolment figures were provided as was a full update on KCETB services and networking with other agencies in the provision of services to Ukrainian and other international protection refugees. The REALT Steering Group continues to meet and demand for places has been met to date.

Teaching and Learning

Teaching and Learning

The focus in schools has turned to planning for assessment with in-house assessments for 1st, 2nd, 4th and 5th year students taking place in the last two weeks of May.

State Examinations

Leaving Certificate Engineering, Construction, LCVP and Art practical examinations have now taken place in all schools. Students and staff are congratulated on their efforts throughout the academic year. All students were wished well in their assessments and all students leaving school were wished well on their future journey.

Professional Learning

Instructional Leadership Programme

From 21 to 23 April, 27 teachers from KCETB schools engaged in the first phase of the Instructional Leadership programme led by Dr. Rebecca Saunders, Assistant Professor Mary Immaculate College. The Instructional Leadership Programme represents a fantastic opportunity for teachers within KCETB to engage in professional learning. It supports participants in refining their classroom practice while also strengthening their leadership skills, encouraging collaboration, and ultimately enhancing learning outcomes for students.

ETBI RISE Day

RISE is Realising Inclusive Special Education. The ETBI RISE Day took place on 16 April, congratulations were extended to staff from Coláiste Cois Siúire and Duiske College who presented on the day. KCETB Inclusion Leads also exhibited their work at the event.

Restorative Practice

The final Community of Practice for Restorative Practitioners took place on 7 May.

The fifth ETBI Summer School for middle leaders entitled ***Supporting Middle Leaders: Nurturing Leadership for a Changing World*** takes place in University of Galway from 17 - 19 June 2026. The summer school is open to any middle leader (AP1 or AP2) post holders in an ETB post primary school.

EDU-Well Meeting in Brussels

The Director of Schools and Chief Executive represented Kilkenny and Carlow Education and Training Board at a strategic EU meeting in Brussels on 7 and 8 April for the EDU-WELL: Advancing Educational Well-being through Ethical Data Innovation project. Working alongside partners from across Europe and colleagues from Dublin City University, the meetings focused on developing innovative and ethical approaches to educational data. EDU-WELL will introduce a new multidimensional educational welfare index, incorporating measures such as student and teacher well-being, equity and inclusion, digital readiness, and infrastructure quality. KCETB's participation strengthens its leadership in educational innovation, ensures strong representation at EU level, and supports future collaboration and research opportunities that will benefit schools across the region.

Governance and Management

Ministerial Visit

On 23 April, Kilkenny and Carlow ETB welcomed a visit from Minister for Education and Youth, Hildegard Naughton who attended Kilkenny City Vocational School in relation to the long-planned shared post-primary campus for Kilkenny City Vocational School and Coláiste Pobail Osraí. Principals, Ms. Cathy McSorley and Mr. Cathnia Ó Muircheartaigh spoke passionately about their students and their schools' contexts reconfirming the need to provide fit-for-purpose 21st century accommodation spaces for their school community.

Inspections

Coláiste Mhuire – Subject Inspection (Maths) – final report issued.

Scoil Aireagail - Subject Inspection (Geography) – follow through final report issued.

Coláiste Cois Siúire – follow through *Evaluation of Provision for students with Additional and Special Needs* – final report issued.

Coláiste Aindriú – Subject Inspection (Maths)– draft report issued for factual verification.

Abbey Community College – Subject Inspection (Computer Science and Digital Subjects) – Inspection took place on 28 and 29 April 2026.

Coláiste Eoin – Subject Inspection (Geography) – Inspection took place on 14 and 15 April 2026.

Opening of a special class/additional special class for the 2026/27 academic year

A Special Class sanction was issued to Tyndall College, Borris College, Coláiste Cois Siúire, Coláiste Eoin and Coláiste Aindriú. A sanction letter regarding Duiske College was awaited.



ETBI Child Protection Procedures Webinar

Took place online for members of schools/centres Boards of Management on 15 April, 48 attended from KCETB.

The updated Child Protection Procedures for Schools 2025 must be fully implemented in all schools by 31 December 2026. It was noted that it is the responsibility of the Board of Management to ensure that these procedures are implemented in full and to quality assure their effectiveness on a regular basis.

KCETB Parents Focus Group

A focus group took place with parents online on 30 April facilitated by Jilly McDonough, Assistant Head of ITG Department/Communications Officer KCETB. The discussion gathered insights around parents' awareness of schools and provided insight into their media consumption habits and routine(s); their communication preferences feeding into how KCETB schools communicate their news/achievements/culture and events.

Curricular Planning for the 2026/2027 year

Initial staffing allocation was received, the outcome of curricular concession applications from the Department of Education and Youth was awaited.

Staff planning for the 2026/2027 school year is ongoing.

The recruitment process for teaching positions for the 2026/27 academic year had commenced.

Health & Safety

Fire Warden training and fire awareness training took place for the relevant school staff.

School Meals Programme Inspections

The following schools have been notified of a school meals inspection from School Meals Programme Inspections and Control Team, Department of Social Protection: Coláiste Mhuire, Kilkenny City Vocational School and Tyndall College.

End of Year Governance

Arrangement of Croke Park Hours for 2026/27.

Schools Submission of their Annual Report for the academic year 2025/26.

The National Primary School Survey

Over 200,000 households submitted validated responses to the DEY Survey, with strong engagement from school staff and Boards of Management. The Department is analysing the data and preparing school-specific results for more than 3,200 participating primary schools. While national figures give an overview, future decisions will depend on preferences within each school community, supported by detailed reports to issue in due course.

COUNTY	Percentage of parents of children in denominational primary schools that expressed a preference for their school's ethos to remain denominational	Percentage of parents of children in the 276 single-sex primary schools that indicated a preference for their school to transition to co-education	Percentage of parents of children in primary schools that teach mainly through English that expressed a preference for English to remain the primary language of instruction
CARLOW	64.7%	70.8%	85.9%
KILKENNY	59.4%	74.2%	86.3%

6.3 Further Education and Training

Director of Further Education and Training Martha Bolger presented the following report:

Governance and Management

College of FET

The Grangegorman Development Agency (GDA) who are appointed as the Agency to oversee the FET College Capital Project have hosted an introductory webinar for ETBs involved in the FET College projects. They are the governance agency appointed by DFHERIS to oversee the Capital Builds and all associated processes. The Chief Executive and Director of FET met with the GDA on 15 May.

DFHERIS Video

KCETB acquired a site for its FET College Capital Build in 2024. As part of KCETB's commitment to decarbonisation and climate action, a flagship renewable energy project at the Joinersfolly site is progressing, funded through the Green Devolved Grant. KCETB were invited to contribute to a short video which was showcased at the DFHERIS Climate Action Conference.

College of FET

It was noted that a meeting with CONSARC Consultants to discuss the Conservation Master Plans for both College of FET Kilkenny and Grennan Mill was being arranged.

IAU Audits

The report was received for the Local Training Initiative (LTI) Follow-Up Audit and was classed as Effective.

Youth Services

Two meetings of the Youth Coordination Group took place in March. The Resilience and Effectiveness fund was reviewed and following applications €20,000 was allocated to both CRYS (Traveller Project) and Ossory Youth (UBU Johnstown and Urlingford).

The Local Youth Club Grant Scheme was also allocated. 40 local youth groups applied for a portion of €92,262. 38 groups were eligible and this included 4 groups not previously funded.

Conversation on Education Consultation

KCETB hosted a regional Conversation on Education consultation event for the Department of Education and Youth on 24 March in Carlow Institute. The purpose of the consultation was to engage FET and other stakeholders in the national consultation.

Teaching and Learning

Learner Voice

The Learner Voice Forum took place on 29 April; it provided learners with an opportunity to share their lived experiences of FET and to contribute directly to the development of learner supports and services. The focus of the forum included:

- Learner supports
- The FET learner handbook
- What learners value most in their learning experience

The event created a safe, inclusive, and supportive space where learners could speak openly, share ideas, and offer constructive feedback.

End of Year Assessments

All learners completing FET awards and end of year programmes were wished the very best in their assessments and their future endeavours. There was also a special mention of Youthreach learners completing Leaving Cert and Leaving Cert Applied.

Irish Centre for Diversity Silver Accreditation

In December 2025, KCETB received a Bronze Accreditation, commencing their journey on The Investors in Diversity Framework through the Irish Centre for Diversity. This framework has been developed to provide a 360° structured review of an organisations strategy and culture around Fairness, Respect, Equality, Diversity, Inclusion and Engagement (FREDIE).

It was noted that KCETB was building on the requirements of Bronze status and had commenced the Investors in Diversity Silver which conducts an organisational Culture Audit, an online survey of all staff. This process provides a benchmark of performance against



national and sector specific data, while also providing insights into key strengths and areas that require development. A staff survey regarding Equality, Diversity and Inclusion was in progress.

Certificate in Building Capacity and Enhancing Leadership in Intercultural Understanding and Diversity

A number of staff are undertaking a Certificate in Building Capacity and Enhancing Leadership in Intercultural Understanding and Diversity (delivered and accredited by SETU Carlow). This fully funded programme at Level 8 (10 credits) aims to support public bodies to support them to identify and address specific or multiple human rights and/or equality issues of relevance to their work for people accessing their services and for staff.

Contextualising Collaborative Leadership Across Europe: Stakeholder Perspectives

The Director of FET, Chief Executive and two Senior Managers represented KCETB at the “Contextualising Collaborative Leadership Across Europe: Stakeholder Perspectives” Conference and networking event in Brussels. KCETB was pleased to be invited to engage in these meaningful discussions on the future of education leadership in Europe. This engagement was particularly timely and strategically important as Ireland holds the Presidency of the Council of the European Union this year, offering a valuable opportunity to contribute to and influence key education priorities at a European level.

6.4 Organisational Support and Development

Director of OSD Liam Scott presented the following report:

Human Resources

Post of Responsibility

Circular Letters 37/2026 and 38/2026 have been issued and relate to the implementation of Senior Cycle Redevelopment reforms and the supports provided in post-primary schools, including the provision of dedicated Posts of Responsibility (PORs) to support Level 1 and Level 2 Learning Programmes. These circulars provide for additional AP1 and AP2 posts across the scheme and KCETB were in the process of recruiting to these positions.

Recruitment

234 posts, including 50 posts of responsibility, were advertised in the year from April 2025. Ongoing requirements for substitute teacher, Musician Educator, SNA, transport escort and cleaner panels have been advertised on the KCETB website.

Teacher recruitment for the 2026-2027 academic year has commenced.

Ongoing recruitment includes Principal posts in Scoil Aireagail and Duiske College, a Grade 7 Post in OSD, a Home School Community Liaison Co-ordinator in Coláiste Mhuire, a fixed term BTEI Coordinator and an Adult Guidance Information Officer.

Teaching Fixed Term Contracts and Contract of Indefinite Duration

Contracts of Indefinite Duration to be issued to all relevant teaching staff.

Termination letters had been issued to all teachers on first year fixed term contract.

Corporate Services

Leases

Abbey Community College

Term of Lease – 40 years

Capital Projects

Kilkenny Schools Campus

The enabling works are substantially complete with utilities awaiting final connection.

The Kilkenny Schools Project was not included in the list of school capital projects sanctioned to progress in 2026/2027 and there is ongoing engagement between KCETB and DEY on this matter.

Gaelcholáiste Cheatharlach

The stage 2b detailed design planning application was lodged on 31 July 2025.

Traffic surveys were submitted to Carlow County Council on 23 April 2026.

Coláiste Mhuire, Johnstown

Planning permission for the school extension was received on 5 November, and the Design Team was preparing the Stage 3 detailed construction tender pack for submission to DEY. Additional fire safety costs and emergency work to upgrade the boiler system have been approved by DEY.

Grennan College, Thomastown

The design team are preparing the Stage 3 detailed construction tender pack for submission to DEY. The DAC and Fire Certificate were submitted to Kilkenny County Council in April. Emergency work to upgrade the dust extraction system will commence in June.

Duiske College, Graiguenamanagh

Discussions on the Viability Report for replacement and increased accommodation using the Department's Modular Accommodation Framework are ongoing.

Emergency work to upgrade the lighting system has gone to tender for a consultant.

Emergency work to remediate the fabric of some school buildings was carried out over the Easter holidays and was completed in time for the school reopening. Additional emergency work will be carried out over the summer school closure.

Borris College

The Design Team submitted the Stage 2A developed design for additional accommodation to the Department on 5 February 2025.

Coláiste Eoin, Hacketstown

The Stage 1 designs were lodged with DEY in December, and a design meeting is to be arranged by the Department.

Emergency work to upgrade the boiler system has been approved and the tender is currently in standstill.

Coláiste Cois Siuire, Mooncoin

An emergency works application to upgrade the boiler system has been submitted to DEY.

Scoil Aireagail, Ballyhale

Remedial work to the floor of the new extension was completed over the Easter school closure. Phase 2 of this project will take place over the summer closure.

Corporate HQ

DEY has been requested to respond to the Corporate HQ proposal submitted in 2024.

Grennan Equestrian

Stage 2b detailed planning application designs have been approved.

Tenders have been received for the appointment of a contractor and are being analysed. The first and second placed contractors withdrew from the competition. Discussions are ongoing with the third placed contractor.

College of FET Project

An application for planning has been submitted to Kilkenny County Council for a photovoltaic installation on the site.

Grennan Mill

SOLAS has provided sanction for conservation and refurbishment.

CONSARC has been appointed to develop a Conversation Master Plan for Grennan Mill.

College of FET Kilkenny (Ormonde College)

CONSARC has been appointed to develop a Conversation Master Plan for College of FET Kilkenny.

Finance

The income and expenditure report to the end of April 2026 was presented.

Governance

Policy Management

No new policies were presented to the Board for noting at this meeting.

Climate Action

The inaugural meeting of the Climate Action and Sustainability (CAS) Working Group took place on 13 April, and the next meeting took place on 14 May.

KCETB submitted the Energy Management Monitoring and Reporting documentation to SEAI prior to the deadline date of 15 May.

Procurement

Implementation of the new Schools Management Information System was ongoing and scheduled for transition by 31 May.

Budget Management 2026

Budget variance reports are forwarded to all offices, schools and centres on a monthly basis.

Finance Shared Services

The next phase of Finance Shared Services has commenced and is scheduled to last four months.

Service Plan 2026

Approval of the KCETB Service Plan 2026 has been received from DEY.

Statement of Strategy 2027-2031

A consultant has been appointed to facilitate the drafting of a new KCETB Statement of Strategy 2027-2031.

7. Annual Report 2025

The draft Annual Report 2025 was prepared and presented to the board for adoption as required under the Code of Practice for the Governance of ETBs. The Annual Report 2025 and accompanying documentation were proposed by Ann Penfold, seconded by Ger Long and agreed.

8. Learning Local Review

Assistant Head of ITG Department/Communications Officer, Jilly McDonough presented an overview of KCETB's "Learning Local" partnership with KCLR.

9. Appointment to KCETB Committees and BOMs

Tullow Community School.

KCETB Board confirmed the following three ETB nominees to the Board of Management of Tullow Community School:

Pauline Egan, Director of Schools

Clare Ryan, ETB Board Member

Madailín Mhic Lochlainn, ETB Board Member.

10. Risk Management

Health, Safety and Welfare

A Health, Safety and Welfare work programme has been agreed with AMS consulting for 2026. The work programme will focus on revising Safety Statement in FET centres and identifying requirements for SOPs, permits to work, confined spaces and similar risks in schools.

ISMS, ICT and Cyber Security

The ISMS project is proceeding under the management of the Information, Technology and Governance Department who will devote much of their work programme to the project over the coming year. Objectives include aligning with sectoral strategy and reaching the baseline standards.

IAU Audits

IAU- ETBs Audit Plan 2026

The proposed schedule for 2026 internal audits is as follows:

Specialist Training Providers – opening meeting on 29 April 2026 – FET and procurement.

ESOL – proposed commencement June 2026 – FET, DOS, recruitment

School Inclusion - Book Grant – proposed commencement November 2026 – schools and procurement.

Internal Audits with Director IAU

Local Training Initiatives (LTI) follow up – Opening Meeting 26 June 2025 and Closing Meeting 14 November 2025 – management response due by 22 May 2026

Associated Targeted Grants – Closing Meeting 14 January 2025 – management response due 25 May 2026

Closing meetings to be scheduled

Community Training Centres (CTC) audit – Opening audit for CTC on 14 November 2025 and Closing Meeting 23 March 2026

SOLAS Capital Funding; devolved funding and completed projects - Opening Meeting 15 September 2025 with Closing Meeting 12 May 2026



EU Funding/SOLAS Audits

FORVIS MAZARS have completed a management verification check on ESF claims in KCETB. A management response was due by 18 May 2026.

Pension Overpayment

The Department of Education and Youth is to provide direction on the treatment of historical overpayments to pensioners. KCETB is maintaining contact with the relevant pensioners.

OCAG Audit

OCAG Letter of Engagement for 2026 has been received and the audit on the Annual Financial Statement (AFS) 2025 is scheduled to commence in August 2026.

Revenue Compliance Directives

The Revenue Commissioners are in communication with ETBs in relation to compliance for Relevant Contracts Tax (RCT) payment notifications and service providers' tax.

Audit and Risk Committee

The next meeting of the Audit and Risk Committee was scheduled for 18 May 2026.

Board Effectiveness Review

It was noted that training regarding the functions of the KCETB Board as requested during the Board effectiveness review process will be offered to members at the September Board Meeting.

11. (a) Minutes of ETB Committees and Boards of Management for information/approval

Minutes of Board of Management and committees were noted and confirmed as appropriate by the Board.

11 (b) Report from ETBI Reserve Members Forum

No update was provided at this meeting.

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

190526 - KCETB 01 Minutes of previous meeting(s)

Adopt the recorded minutes of the meeting held on 24 March 2026. The minutes will be published online.

Correspondence received and noted.

190526 - KCETB 02 Chief Executive's Report

For adoption

190526 - KCETB 03 Corporate Services

Approve leases

190526 - KCETB 04 Finance

For approval

190526- KCETB 05 Risk Management

For approval/adoption/noting

190526 - KCETB 06 Annual Report 2025

For approval

190526 – KCETB 07 Appointment of members to KCETB Committee and BOMs

For approval

190526- KCETB 08 Minutes of ETB Committees and Boards of Management

For information/approval

Unless stated previously the above items were adopted by the board as proposed by Ann Penfold, seconded by Ger Long and agreed.

13. Other Business with prior permission of the Chair

The Board was requested to approve the following record correction to the Board minutes of January and February 2026. The word “extension” should be replaced by the word “conservation” under the Grennan Mill heading in the Capital Projects report. The sentence in the amended minutes will now read “SOLAS have verbally provided sanction for conservation and refurbishment.”

The correction to the minutes was proposed by Mary Hilda Cavanagh, seconded by John Coonan and agreed.

14. Date of next meeting

Tuesday, 23 June at 3:30pm in Seville Lodge.

Signed:  _____

Date: 23/6/26

