

Waterford and Wexford Education and Training Board

# MINUTES

*Meeting Held 8<sup>th</sup> December 2020*

*Held via Microsoft Teams,  
Tuesday, 8<sup>th</sup> December 2020 at 4.00p.m.*

## **Waterford and Wexford Education and Training Board**

### **Minutes of Meeting held 8<sup>th</sup> December 2020 at 4.00p.m.**

**Board Members in attendance:** Cllr. Barbara-Anne Murphy (Chairperson presiding); Cllr. Lola O'Sullivan (Deputy Chairperson), Cllr. Kathleen Codd-Nolan, Ms. Sandra Fogarty, Cllr. Leonard Kelly, Cllr. Garry Laffan, Ms. Mary Ryan, Ms. Finola Walsh, Mr. Richard Byrnes, Cllr. Pat Nugent, Mr. Pat Rath, Cllr. Mary Farrell, Cllr. Frank Quinlan.

**Also in attendance:** Training Facilitator: Mr. Hugh Sullivan, Consulting Manager, Crowe (Presentation Section only), Mr. Kevin Lewis, Chief Executive; Dr. Karina Daly, Director of Organisation Support and Development; Mr. Owen O'Mahony, Finance Manager; Ms. Eimear Ryan, Director of Schools; Mr. Ken Whyte, Director of Further Education and Training; Mr. Michael O'Brien, Innovation and Development Manager; Mr. Fintan O'Reilly, Corporate Services Manager.

**Apologies (including those unable to attend due to technology-network issues/conflicting meetings):**

Cllr. Aidan Browne, Mr. Larry O'Brien. Cllr. Eddie Mulligan, Cllr. Fionntán Ó'Súilleabháin, Cllr. Susan Gallagher, Mr. Senan Lillis, Ms. Kate Miskella.

---

*The meeting was conducted remotely using Microsoft Teams due to COVID-19 restrictions and advised to the Board in advance*

#### **081220.01 CONDOLENCES**

Cllr. Lola O'Sullivan extended sympathy on behalf of the Board to the Chairperson on the very recent death of her sister Ms. Paula Redmond and the CE, on behalf of the Executive, expressed condolences to the Chairperson and thanked her for her attendance at the meeting. The Chairperson thanked everyone for their expressions of sympathy.

#### **081220.02 WELCOME AND GENERAL**

- (a) The Chairperson reminded the Board at the commencement of meeting of the usual meeting protocols and procedures around media releases and communications and she thanked all for their attendance.
- (b) The Chairperson welcomed the newly appointed Board Member Cllr. Frank Quinlan to the meeting and Board of Waterford and Wexford Education and Training Board following notification of his appointment by Waterford City and County Council to fill the vacancy created by the resignation of Cllr. Joe Kelly on the Board of WWETB. The Board extended their appreciation to Cllr. Kelly for his contribution to Waterford and Wexford Education and Training Board during his tenure.
- (c) A request was brought to the attention of the Board by Cllr. Lola O'Sullivan on behalf of Cllr. Joe Kelly expressing his interest in remaining on the Boards of Management of Waterford College of Further Education and St. Paul's Community College. (Item 081220.08 also refers).

#### **081220.03 DECLARATION OF INTEREST – CONFLICT OF INTEREST**

Conflict of Interest Declaration Forms were circulated to the Board for signature and return and the Chairperson reminded Members to return forms *{in order to fulfil requirements as set out in CL0002/2019 Code of Practice for the Governance of Education and Training Boards}*. No conflicts of interest were declared.

#### **081220.04 POLICY**

The Waterford and Wexford Education and Training Board **Risk Management Policy** was circulated and noted by the Board.

#### **081220.05 GOVERNANCE**

**Approval/Renewal of Leases:** The Director of FET presented three leases to the Board seeking their approval and outlined details and short summary relevant to each location, the term/lease duration and area and cost per square foot of premises.



- Ethics and Standards in ETB Governance;
- Evaluation of Performance and Strategies for informal engagement was also included.

The Presentation concluded by acknowledgement of significant recent change in the Sector while emphasising that 'Governance is still Governance'. Final reflection and additional takeaway points were communicated and explored on Board Members':

- (a) familiarity with the role and its responsibilities;
- (b) something to do differently and,
- (c) to develop further.

The Chairperson thanked Mr. Hugh Sullivan for the training and favourable comments were made by Board Members on the training. Mr. Sullivan confirmed that a summary of main contributions would be distributed to Board Members after the meeting/presentation and he thanked Waterford and Wexford Education and Training Board for the invitation and the positive engagement with the presentation.

**081220.08 A.O.B.**

*Boards of Management: Waterford College of Further Education, St. Paul's Community College:* The Chairperson returned to Item 081220.02(c) in relation to a request from outgoing Board Member Cllr. Joe Kelly. Cllr. Lola O'Sullivan presented a request from Cllr. Joe Kelly expressing his interest in remaining on the Boards of Management of Waterford College of Further Education and St. Paul's Community College subject to the Board's approval.

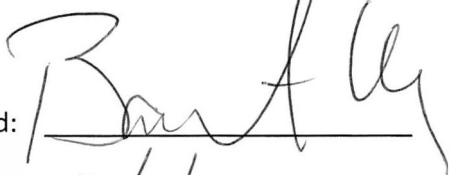
The Board agreed and Cllr. Joe Kelly was re-appointed as a Board Nominee to the Boards of Management at **Waterford College of Further Education and St. Paul's Community College**; Proposed Cllr. Lola O'Sullivan; Seconded Cllr. Pat Nugent.

The meeting concluded and Christmas greetings were extended to all.

**081220.09 DATE OF NEXT MEETING**

- (a) The next meeting of Waterford and Wexford Education and Training Board is scheduled to take place on Tuesday, 12 January 2021.

Signed:



Date:

12/1/2021

**Documents circulated (SharePoint):**  
*Agenda, Conflict of Interest Declaration Forms  
Risk Management Policy, Addendum,  
List of nominees to Boards of Management.*