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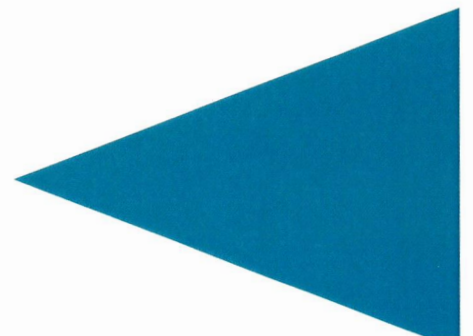
Bord Oideachais agus Oiliúna
Phort Láirge agus Loch Garman
*Waterford and Wexford
Education and Training Board*

Waterford and Wexford Education and Training Board

MINUTES

Of Meeting Held 29th June 2021

*Held via Microsoft Teams,
Tuesday, 29th June 2021 at 4.00p.m.*



Waterford and Wexford Education and Training Board

Minutes of Meeting held 29th June 2021 at 4.00p.m.

Board Members in attendance: *Cllr. Barbara-Anne Murphy (Chairperson presiding); Cllr. Lola O'Sullivan (Deputy Chairperson), Cllr. Aidan Browne, Mr. Richard Byrnes, Cllr. Kathleen Codd-Nolan, Ms. Margaret Darrer, Ms. Sandra Fogarty, Cllr. Susan Gallagher, Cllr. Garry Laffan, Mr. Senan Lillis, Ms. Kate Miskella, Cllr. Pat Nugent, Cllr. Fionntán Ó'Súilleabháin, Cllr. Frank Quinlan, Ms. Mary Ryan, Ms. Finola Walsh.*

Also in attendance: *Mr. Kevin Lewis, Chief Executive; Dr. Karina Daly, Director of Organisation Support and Development; Mr. Owen O'Mahony, Finance Officer; Ms. Eimear Ryan, Director of Schools; Mr. Ken Whyte, Director of Further Education and Training; Mr. Fintan O'Reilly, Corporate Services Manager. Presentation by Adult Education Officer: Ms. Fran Kennedy.*

Apologies: *Cllr. Mary Farrell, Cllr. Eddie Mulligan.*

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

290621.01 WELCOME AND GENERAL

The Chairperson opened the meeting and outlined relevant meeting protocols to the Board, emphasised confidentiality on all matters including restrictions on the release of press-media communications until agreed by the Chief Executive in consultation with the Chairperson.

290621.02 DECLARATION OF INTEREST – CONFLICT OF INTEREST DECLARATIONS

Conflict of Interest Declaration Forms were issued to the Board for their signature and return *{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.

290621.03 CONDOLENCES

The Board extended sympathy to the following on their bereavements:

- ~ *Ms. Peggie Cowman on the death of her husband Mr. Robert (Bob) Cowman;*
- ~ *Ms. Ann Burke on the death of her mother Ms. Ellen (Nellie) Maloney;*
- ~ *Ms. Mairead Dunne on the death of her brother Mr. Pat Dunne;*
- ~ *Mr. Peter Ring on the death of his mother Ms. Mary Ring;*
- ~ *Ms. Siobhan Browne on the death of her husband Mr. Noel Browne;*
- ~ *The Doublet Family on the tragic death of their son and brother Dylan.*

290621.04 CONGRATULATIONS

The following accomplishments were highlighted and the Board conveyed their congratulations to all concerned:

- (a) *Selskar College:* Two 6th years students Elizebeth Shanto and Anna Zweirchowska who finished second place in the Senior Category of the annual Young Reporters for the Environment national competition with their article Contactless Coffee.
- (b) *St. Paul's Community College:* School of distinction 'Transformation Award' from Trinity College awarded to St Paul's Community College, Waterford - one of four schools in the country to receive this award for their work in promoting a culture of progression to further education.
- (c) *Board members - current and former:* Following their elections to various roles, congratulations were extended to:
 - *Cllr. Garry Laffan* on his election as Mayor of the Borough District of Wexford;
 - *Cllr. Joe Kelly* (former Board Member) on his election as Mayor of the City and County of Waterford;
 - *Cllr. Jim Moore* (former Board Member and current Chairperson of Audit and Risk Committee) on his election as Chairperson of Rosslare Municipal District of Wexford County Council;

- *Cllr. Barbara-Anne Murphy* on her election as Cathaoirleach of Wexford County Council and President of Enniscorthy and District Chamber of Commerce.

290621.05 ETHICS IN PUBLIC OFFICE ACTS (1995 and 2001) - Designated Directorships

Persons covered by these Guidelines are required to furnish an annual Statement of Interest as per obligations under above acts. The CE advised that a small number of statements (2020) are outstanding and Members were reminded to return same as soon as possible as per audit requirements; returns made to date were acknowledged.

290621.06 MINUTES

The Minutes of Waterford and Wexford Education and Training Board (WWETB) meeting held on the **11th May 2021** were adopted; Proposed Ms. Kate Miskella; Seconded Mr. Senan Lillis.

290621.07 FINANCE

- (a) **Finance Report:** The Finance Report WWETB (CE's Report pages 43-44 as circulated refers) was noted. The Finance Officer provided a synopsis for the period to 30th May 2021 of the financial payments, expenditure balances and associated grants of WWETB. He explained the breakdown of funding as set out in Summary (CE's Report page 44) - the balance being managed by the National Treasury Management Agency (NTMA) account to minimise negative interest accruing.
- (b) **Renewal of Overdraft Facility 2022:** Application to the Minister for Education for overdraft facilities to the 31st December 2022.
The Finance Officer explained cash flow fluctuations and the significance of overdraft facilities being in place, and, while unlikely to be required, is considered a prudent measure to alleviate unexpected funding delays or uncertainty. He presented a proposal to the Board for consideration in order to have a similar facility available next year and explained the approval process and timeline from commencement to final approval for a typical application.
The Board accepted and approved the proposal to borrow for the purposes of carrying out the Board's functions in respect of the amount of €3million to the 31st December 2022 and to seek the consent of the Minister for Education {in accordance with CL 0066/2014 and Section 49 of the Education and Training Boards Act 2013}; Proposed Cllr. Kathleen Codd-Nolan; Seconded Cllr. Pat Nugent.

290621.08 GOVERNANCE

The Chairperson reminded the Board members to ensure that they are familiar with key issues and content as set out in the various reports circulated.

- (a) **Audit and Risk Committee:** Report of meeting held 23rd June 2021 was circulated to the Board. The Chairperson Cllr. Barbara-Anne Murphy met with the Audit and Risk and Finance Committees Chairpersons on the 21st May where it was agreed to meet at least annually and the WWETB Chairperson may/to attend at the beginning of an Audit and Risk and/or Finance meeting if invited to do so by the relevant Committee. The Audit and Risk and Finance Committees extended their appreciation to the Chairperson Cllr. Barbara-Anne Murphy for meeting with both Committee Chairpersons.
She requested that a representative from each Committee would provide reports at future WWETB meetings in order to highlight important items to the Board.

A member of the Audit and Risk Committee was invited to present a report and the Deputy Chairperson Cllr. Lola O'Sullivan highlighted the following to the Board from the Audit and Risk report of meeting held 23rd June 2021:

- *Procurement derogation clause:* The Audit and Risk Committee noted the Senior Management Team (SMT)'s decision to invoke the 'Procurement derogation clause' for the provision of additional accommodation required for the re-opening of schools in

September in response to timelines set out by the Department of Education. A five-quotation process will be implemented based on emergency procurement measures put in place by the Department of Education in 2020.

- **Cyber Security:** The Audit and Risk Committee acknowledged the significant threat to all education institutions, including WWETB, presented by cyber security risks despite the organisation's best efforts to protect systems and data.

The Board Chairperson reiterated the seriousness of this issue and encouraged all members to be vigilant and fully aware of the importance of safeguarding their devices and data from exposure. She thanked the Audit and Risk Committee for highlighting this important issue.

The CE highlighted the impact and threat to systems and data which can be unintentionally compromised despite best security precautions and gave an example. ETBI and national advice will also be taken on board in this area. Following a discussion, the seriousness of which was acknowledged, it was agreed that some guidance for Board members would be introduced at the next Board meeting.

It was agreed to hold an information session at the next Board meeting for Members.

- (b) **Finance Committee:** Report of meeting held 26th May 2021 was circulated to the Board. Cllr. Barbara-Anne Murphy read report of meeting held 26th May 2021 to the Board and some of the items referred to in the report included the appointment of two new members to the Finance Committee and a report by the Finance Officer on the Service Plan to actual expenditure for Q1 2021.
- (c) **Purchase of site adjacent to Bridgetown College:** The CE gave a brief background to a proposal in 2015 to purchase land adjacent to Bridgetown College to meet the College's accommodation and parking needs and explained the Department of Education's process for site acquisition and project progression. Wexford County Council subsequently acquired the/a site and have offered it for sale for the development of the school at Bridgetown. The property presented would enable safer road access and space to facilitate the school development. Board approval was sought for the purchase of additional lands measuring 2.15 acres from Wexford County Council for the development of Bridgetown College; the local authority stipulates the installation of a secure fence along the boundary by WWETB.
The Board approved the purchase of site at Bridgetown as set out: Proposed Ms. Kate Miskella; Seconded Mr. Senan Lillis.
- (d) **Annual and Chairpersons Comprehensive Reports 2020**
The draft WWETB Annual Report 2020 and Chairpersons Comprehensive Report to the Minister 2020 (Statement to the Minister for Education required by the Code of Practice for the Governance of ETBs paragraph 6.8 to accompany the annual report) were circulated to the Board.
The Director of OSD gave a verbal outline of the Annual Report – an overview of services, strategic actions and 2020 outcomes to the Board Members and reflected on achievements and progress across the five strategic Goals set out. The report lists Strategic Actions including completion and progress status. Some items highlighted from the Report included:
 - **Enrolment numbers:** Data set out in report indicates rising Post Primary enrolments, Post Leaving Certificate (PLC) enrolment is up on 2019 but down on 2018, overall numbers for Learners indicated a slight decrease.
 - **Covid-19 Pandemic:** Staff resourcefulness is acknowledged in meeting challenges for the delivery of education and training and associated services under difficult circumstances last year.

Many achievements are outlined in the Annual Report despite encountering many complexities such as the closing of schools and centres; movement to online working; added safety measures and concern for wellbeing of staff, student and learner health and welfare; sourcing priority Personal Protective Equipment (PPE) and subsequent re-opening with all of the added restrictions;

- **Digital/IT** transformation: the IT Team was congratulated for its support with online teaching and learning and significant advancement towards an ICT Strategy for the future.
- **Branding:** Branding Guidelines developed; Internet and Media Skills Training for senior managers and principals was completed.
- **Infrastructure:** Some building projects temporarily on hold but great progress achieved on major capital projects despite the challenges last year, a number of examples were outlined.
- **SEAI** – Partnership signed and Energy Policy developed.
- **Schools:** Communities of Practice continued to connect for teachers and network of guidance counsellors. Enhanced links between Special Educational Needs teachers across the WWETB colleges.
- **FET:** Annual FET Service Plans; development of a series of NZEB videos; Quality Improvement Plan 2020 and an Annual Youth Work Plan.
- **Partnerships:** WWETB has consolidated many relationships with various partners as set out in the Report and includes Government Departments, Local Authorities and Committees, Regional Fora, Businesses and Industries.
- **Customer Service Charter:** **Customer Charter** and associated Customer Service Action Plan have been developed, along with Complaint's procedure for WWETB.
- **Risk Management:** **Annual Risk Management Business Plan** in place.
- **Safety Health and Wellbeing:** Programme of work initiated in 2020, including Health and Safety Audits in all Schools. Wellbeing webinar events are facilitated through Spectrum Life and are promoted throughout the organisation.

Questions were invited and the Chairperson congratulated the Director of OSD on completion of the Annual Report. The scope and extent of work achieved was recognised and she commended all involved.

The Annual Report 2020 and Chairpersons Comprehensive Report - Statement to the Minister for Education required by the Code of Practice for the Governance of ETBs, paragraph 6.8, to accompany the Annual Report of WWETB were adopted {in accordance with Section 28 of the Education and Training Boards Act 2013}, Proposed: Cllr. Lola O'Sullivan; Seconded Ms. Finola Walsh.

290621.09 NOMINATIONS/MEMBERSHIP TO BOARDS OF MANAGEMENT AND INTERVIEW PANELS

A Sub-Group meeting was held prior to the Board meeting where the following items were discussed.

- (a) **Selskar College:** The CE advised the Board regarding school board of management resignations of Mr. John Ryan and Mr. Karl Fitzpatrick from Selskar College Board of Management.
- (b) **Interview Boards/Panels – temporary supplementary nominees to Interview Boards:**
The CE explained recent issues affecting the recruitment process and difficulties encountered occasionally at recruitment time in securing Board Members for interview panels, in particular in relation to teacher and tutor post interviews for schools and centres at this time. He extended the appreciation of the executive to Board Members for their co-operation and assistance to date with the recruitment process. *(The current WWETB Members in the first instance are eligible to serve in addition to former Board Members and three Principals as additional nominees).*

A proposal was presented to the Board whereby, *in exceptional circumstances*, in the event of Board Members being unable to commit to sitting on interview panels, that the following additional nominees could supplement the current Interview Panel, replacing Board Members as nominees in the event of their unavailability: Principals and Deputy Principals; FET Management and SMT members.

Board Members outlined the various obstacles to serving on interview boards such as work commitments and conflicting obligations/responsibilities. The ongoing remuneration issue was also noted. The CE advised that the payment of expenses in operation are at fixed, centrally determined rates. It was noted that an improvement to the current rates continue to be appealed at a national level.

The Director of Schools outlined the scale of the recruitment operation including figures on the number of teaching jobs advertised since March and expressed concern on the expectation of board members to deliver the required level of commitment not considered sustainable.

Following discussion it was agreed to temporarily **Supplement the current Interview Panel with the inclusion of Principals and Deputy Principals, FET Management Team and Senior Management Team (SMT), to replace board members as nominees in the event of board members being unavailable to serve on Interview Boards.**

In addition, further board members who were unable to previously avail of training in competency based interviewing skills and who wish to, were invited to inform the Director of OSD for the purpose of scheduling training.

290621.10 CHIEF EXECUTIVE'S REPORT

- (a) **The Chief Executive's Report** was circulated to the Board for information. The Report details information and updates on Strategic Developments, Schools, Further Education and Training and Organisation Support and Development. The CE and Directors gave an account for their respective areas and questions were responded to. Some of the items highlighted included:

Strategic Developments

Retirements: The CE paid tribute to two long-standing Adult Education Officers (Mr. Michael Kirwan and Ms. Mary Walsh) for their many years of wonderful service and wished them well for the future;

Appointments: Ms. Linda Furlong, third deputy principal in Creagh College and Ms. Tina Merriman, deputy principal at Enniscorthy Vocational College - to become Enniscorthy Community College from September 1st 2021 .

Further Education and Training (FET)

Traineeships: The Director of FET referred the Board to page 25 of the CE's Report which sets out an overview of the WWETB Traineeship model indicating course description, location, certification and start dates.

National Hairdressing Apprenticeship: Congratulations to Enniscorthy Vocational College on being granted permission to run a National Hairdressing Apprenticeship.

- (b) **COVID-19 Response Updates**

Verbal presentations were provided to the Board by the Chief Executive and Directors on the current position in relation to the Covid-19 pandemic response.

General

An acknowledgement of numerous achievements and results by many people over the last 18 months were reflected upon. The approaching academic year to commence under 'Covid-Terms'.

OSD:

- *RMT:* The Response Management Team (RMT) meet regularly to discuss issues arising and to plan for the coming months.
- *Administrative Offices* – Planning for staff return to offices to take place over the summer; Team Leads to engage with staff in relation to the return to the physical office for September-December.
- *Accommodation:* Additional accommodation required in some Schools due to Department of Education restrictions remaining in place in September.

Schools

- *Inspection:* Another positive School Inspection was recently carried out in relation to St. Declan's Community College.
- *HR Guidance Note* issued in relation to Job Share/Career Break and the employment of staff for next year.
- *Celebrations:* School awards, celebrations and retirements marked as appropriately as possible, in adherence to restrictions in place.

FET:

- *Summer Programmes:* Youthreach running summer programmes.
- *Literacy* tuition delivered mainly on line.
- *Planning* for September programmes reliant on Government decisions when issued.

(c) **Presentation: Local Training Initiatives (LTIs)**

A copy of the Presentation on LTIs was circulated to the Board and the Director of FET introduced Adult Education Officer Ms. Fran Kennedy to the Board. Ms. Fran Kennedy, one of five WWETB AEOs outlined her areas of responsibility which includes Community Education, Local Training Initiatives, Professional Learning and Development and Access and Disability and shared the Presentation on screen with the Board.

An LTI programme is a certified community-based training programme targeted at learners who wish to return to education, upskill or engage for the first time in Further Education and are run with local community based projects and funded by WWETB. WWETB currently has 15 LTI's; 10 in Waterford and 5 in Wexford and the level of certification ranges from QQ1 Level 3 to QQI Level 5 major awards.

The AEO explained the LTIs eligibility, criteria and supports available to participants and gave further details on a number of the LTI's as listed below; the majority of programmes ran on-line during the pandemic and are now in a blended form with both face to face tuition and online classes. She outlined the following LTIs with details on each, including Sponsorship Bodies, capacity, location, Co-ordinator, level and Modules offered.

Wexford LTIs

The five LTIs in Wexford run in partnership with Hook Peninsula, Gorey Youth Needs, Wexford Local Development and Access Community Education Project and include:

- *Cornmarket Project LTI New Ross - tourism entrepreneur;*
- *Hook Rural Tourism Ramsgrange;*
- *Accessing change Wexford town - Level 5: On-line learning and preparing participants for the future way of working;*
- *Courtown LTI: High level of intake, pathways to employment;*
- *Gorey Training Initiative.*

Waterford LTIs

The 10 LTIs in Waterford run in partnership with Waterford Civic Trust, BRILLFRC, Dunhill Multi Education Centre, Waterford and South Tipperary Community Youth Service, FAI, Waterford

Traveller Community Development Project, Waterford Women's Centre, Manor St. John Youth Services and Treo and include:

- *Making Connections, Lisduggan;*
- *Manor St. John Catering Support;*
- *Waterford Traveller, O'Connell Street: part time programme;*
- *Waterford Women's centre, Manor Street: an example of how uncertified informal community education has led on to pathways to Employment;*
- *Treo Dungarvan;*
- *Waterford Civic Trust Johnstown Business Park: employment opportunities and Links after this course;*
- *Tourism Trails with Smart Media Dunhill;*
- *FAI Player Development Carriganore WIT Campus: 22 major awards (33 participants) links with USA and progression to Waterford Institute of Technology.*
- *Brill Ballybeg – course level currently being reviewed;*
- *Connect Lisduggan.*

The AEO outlined the budget for LTI's which is in the region of €3.5m and acknowledged the Community Development Officers within WWETB, Ms. Susan Sheehan and Mr. Noel Hackett and the administrative personnel. The application and review process takes place annually with viable initiatives continuing. She thanked everyone for their support and questions were responded to. The Chairperson thanked the AEO for her presentation.

The Director of FET acknowledged the importance of the community element as demonstrated, to the success of LTIs and congratulated Ms. Fran Kennedy and team for their work in this area and for all accomplished. The CE paid tribute to the success of LTI's which has fostered the connection between the transition to community education and training and progression to employment and paid tribute to the AEO and team for their success in this regard.

(d) **Presentation: WWETB Self Evaluation Review of Quality Assurance for QQI**

The 'QQI Inaugural Review of QA in ETBS' -WWETB Self Evaluation report ' was circulated to the Board and the Director of FET gave a verbal report to the Board which is the first examination of WWETB's quality assurance and mandated to examine all the other elements that support the provision of FET.

The document forms part of the QQI Inaugural Review of QA and reviewed existing elements of the FET division and supporting structures, based on independent evidence, processes as well as other policies, procedures and legislation throughout the organisation. He gave an overview of the report structure comprising an introduction to each of the areas reviewed, what is working, needs improvement, identified actions, summary points and conclusions. It aids reflection on achievements, identification of perceived gaps and measures to address and resolve same, with evidence of many good practices emerging throughout the organisation. Quality and Qualifications Ireland (QQI) to review, revert and issue a Recommendation Report by Spring 2022.

He thanked Mr. Alan O'Gorman, AEO – Quality Manager and Mr. Alan Larkin, QA Officer in the structure, development and volume of work that the report entailed and the contributions from FET Practitioners.

The Chairperson thanked the Director of FET and team for compiling the Evaluation Report.

290621.11 BOARD/COMMITTEE REPORTS (including draft reports if not stated)

The following items were noted by the Board:

(a) **Board of Management Reports:**

- *Bridgetown College reports of meetings held 6th May, 24th March and 28th January;*
- *Bunclody Vocational College reports of meeting held 24th May, 23rd March;*
- *Selskar College report of meeting held 9th June;*

- *St. Paul's Community College reports of meetings held 11th May and 26th March;*
- *Waterford College of Further Education reports of meetings held 20th May and 28th January;*
- *Kilnamanagh Community National School reports of meetings held 14th June, 22nd March and policies.*
- *Youthreach Board of Management Report of meeting held 9th March 2021.*

(b) **Committee Report:** Report of Waterford City and County Area Committee meeting held 29th April 2021 was circulated to the Board.

(c) **Local Youth Club Grant Scheme (LYCGS)** - Proposed Allocations: A list of proposed Allocations and criteria under the LYCGS in the WWETB area was circulated to the Board - the total amount allocated to clubs was €115,974.15.

290621.12 ETBI (Education and Training Boards Ireland) (ETBI)

(a) *ETBI Reserve Members Forum:* Cllr. Kathleen Codd-Nolan gave a brief verbal update of recent meeting - written report to be available for next Board meeting.

290621.13 CIRCULAR LETTERS: Department of Education

{available: <https://www.education.ie/en/Circulars-and-Forms/Active-Circulars/>}. The following Circular Letters were adopted: Proposed Ms. Finola Walsh; Seconded Ms. Mary Ryan.

- (a) 0035/2021: Parent's Leave Scheme for Special Needs Assistants employed In Recognised Primary and Post Primary Schools.
- (b) 0033/2021: Arrangements for Inspectorate Engagement with Post- Primary Schools 2021/2022 School Year.
- (c) 0032/2021: Arrangements for Inspectorate Engagement with Primary and Special Schools 2021/2022 School Year.
- (d) 0031/2021: Coronavirus (COVID-19):Arrangements for Staff other than Teachers and Special Needs Assistants who are employed in ETBs.
- (e) 0030/2021: Parent's Leave Scheme For Registered Teachers employed In Recognised Primary and Post Primary Schools.
- (f) 0029/2021: Special Needs Assistant Allocations for the 2021/22 School Year for Mainstream Classes in Primary and Post Primary Schools.

290621.14 PRESS RELEASES: Department of Education

{available: <https://www.education.ie/en/Press-Events/Press-Releases/2020-press-releases/>}. The following Press Releases were brought to the attention of the Board and noted (Item 290621.16(2) also refers):

- (a) 09 June, 2021 – Minister Foley sends best wishes to Leaving Certificate class of 2021.
- (b) 08 June, 2021 – Ministers Foley and Madigan launch Department of Education Statement of Strategy 2021-2023.
- (c) 04 June, 2021 – Minister Foley invites applications from schools for new arts in education initiative – BLAST 2021.
- (d) 02 June, 2021 – Minister Foley announces Leaving Certificate results to issue on 3 September.
- (e) 01 June, 2021 - Minister Foley welcomes inclusion of major education programme totalling €66.5 million in the National Recovery and Resilience Plan 2021.
- (f) 31 May, 2021 – Minister Foley announces new language sampler module for third to sixth class pupils in primary and special schools.
- (g) 28 May, 2021 – Minister Madigan welcomes publication of special class list for 2021/2022 school year.
- (h) 26 May, 2021 – Online Teacher Artist Partnership (TAP) Continuous Professional Development 2021 offers free course for teachers.
- (i) 11 May, 2021 – Ministers Foley and Madigan announce expanded summer provision for pupils with complex special educational needs and those at greatest risk of educational disadvantage.

290621.15 PRESS RELEASES: Dept. of Further and Higher Education, Research, Innovation and Science {available: https://www.gov.ie/en/search/?type=press_releases&organisation=department-of-higher-education-innovation-and-science}. (Item 290621.16(3) also refers). The following Press Releases were brought to the attention of the Board and noted:

- (a) 22 June 2021: Record number of Erasmus+ applications - Minister Harris.
- (b) 21 June 2021: Project to make 5,000 dairy farms climate neutral awarded €2 million by Minister Harris.
- (c) 17 June 2021: Government welcomes financing from Council of Europe Bank for Student Accommodation.
- (d) 14 June 2021: 10,000 free courses for unemployed, self-employed or returners to work announced by Ministers Harris and Collins.
- (e) 11 June 2021: National consultation on the future of research and innovation in Ireland launched by Minister Harris.
- (f) 7 June 2021: €12 million to improve energy efficiency and support decarbonisation in higher education - Ministers Harris and Ryan.
- (g) 1 June 2021: Minister Harris announces €225 million investment in further and higher education and research under National Recovery and Resilience Plan:
- (h) 1 June 2021: Creating Our Future - Minister Harris announces a national conversation on research and science.
- (i) 25 May 2021: Minister Harris meets National Skills Council to discuss the skills needed for remote working and the benefits for regional development.
- (j) 20 May 2021: Tánaiste and Minister Harris welcome decision by redundant Debenhams workers to accept €3m retraining fund.
- (k) 19 May 2021: Minister Harris meets European Commissioner Gabriel to discuss Education, Innovation and Research.
- (l) 18 May 2021: Ministers Harris and Foley announce new partnership to support education and public engagement in science, technology, engineering and maths.
- (m) 14 May 2021: Minister Harris commits to new Skills Pact with business as he addresses IBEC's National Council.

290621.16 ADDENDUM

(1) Corporate Procurement Plan (CPP)

The Corporate Procurement Plan was circulated to the Board and the Corporate Services Manager gave timeline to the completion of the Plan which sets out WWETB's approach to procurement in conjunction with all ETBs, ETBI and the Office of Government Procurement (OGP) and how WWETB intends to comply with the requirements of OGP for the procurement of goods and services. The main supports of the CPP is our Multi-Annual Procurement Plan (MAPP) which is set out each year in September.

He advised that the CPP is retrospective due to a number of influencing factors and the 2021 Plan is in progress. The Plan has been presented to the Audit and Risk and Finance Committees respectively.

The Corporate Procurement Plan was noted by the Board.

(2) Press releases: Department of Education

{available: <https://www.education.ie/en/Press-Events/Press-Releases/2020-press-releases/>} (item 290621.14 also refers). The following Press Release was brought to the attention of the Board and noted:

- (a) 24 June, 2021 – Minister Foley publishes two guides for Gaeltacht Schools on how to strengthen partnerships with naíonraí and with Gaeltacht communities to promote the use of Irish.

(3) **PRESS RELEASES: Dept. of Further and Higher Education, Research, Innovation and Science** {available: https://www.gov.ie/en/search/?type=press_releases&organisation=department-of-higher-education-innovation-and-science}. (29061.15 also refers). The following Press Release was brought to the attention of the Board and noted.

(a) 23 June 2021: Apprenticeship Incentivisation Scheme for employers extended to December 2021 - Ministers Harris and Collins.

290621.17 A.O.B.

The Chairperson thanked all for their efforts over the year as evidenced in the various reports and acknowledged the resilience demonstrated during what has been a testing time for all concerned. The CE on behalf of the Executive extended appreciation to the Chairperson, Deputy Chairperson and Board Members for their support over the last year and commended the Senior Management Team (SMT) for their continuing work and commitment.

290621.18 DATE OF NEXT MEETING

The next meeting of WWETB is scheduled to take place on Tuesday, **14th September 2021**.

Signed:

Date:


Ben Foley
14/9/2021

Documents circulated:

Agenda
Conflict of Interest Declaration Forms
Minutes of WWETB meeting held 11th May 2021
Audit and Risk Committee report of meeting held 23rd June 2021
Finance Committee report of meeting held 26th May 2021
Draft 2020 WWETB Annual Report 2020
Draft Chairpersons Comprehensive Report
Chief Executive's Report
Presentation on LTIs
Presentation: WWETB Inaugural Review Self Evaluation
Waterford City and County Area Comm. Report of meeting held 29th April 2021
Local Youth Club Grant Scheme (LYCGS) list of proposed allocations
Addendum
Draft Corporate Procurement Plan

