



wwetb

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 September 09th, 2025

Held at Wexford College of FET, Y35 XR22

Tuesday 09th September at 4.00p.m.

Waterford and Wexford Education and Training Board (WWETB)

Minutes of Meeting held 09th September at 4.00p.m.

Board Members in attendance: *Cllr. Lola O'Sullivan Chairperson, Cllr. Jim Codd, Cllr. Blaise Hannigan, Cllr. Paddy Kavanagh, Cllr. John Pratt, Cllr. Mary Farrell, Mr. Garrett Hickey, Mr. Pat Rath, Ms. Kate Miskella, Ms. Janine Flynn, Cllr. Michael Sheehan, Ms. Margaret Darrer, Mr. Niall Finn, Ms. Foluke Adewumi.*

Also in attendance: *Dr. Karina Daly, Chief Executive (CE), Mr. Fintan O'Reilly, Corporate Services (CS) Manager, Mr. Cathal Cremer, Finance Manager, Mr. Alan Quirke, (Director of Organisation Support and Development) and Mr. Michael O'Brien, (Director of Organisation Support & Development).*

Apologies: *Cllr Darragh McDonald, Cllr. Donnchadh Mulcahy, Cllr. John O'Leary, Dr Mary Meade, Cllr Bridín Murphy*

090925.01 APOLOGIES

Apologies as listed above were noted and included.

090925.02 CONDOLENCES

Ms. Siobhain Reilly, Administration team at Waterford Training Centre, on the passing of her mother, Phyllis Reilly.

Ms. Theresa Fitzpatrick, WCFE, on the passing of her husband, John Fitzpatrick.

The family of Sami Corcoran, Suir Engineering apprentice.

Ms. Tina Merriman, Deputy Principal of Enniscorthy Community College on the passing of her father, P.J. Merriman.

Ms. Statia Bennett, Secretary at Bunclody Community College, on the passing of her husband, Ger Bennett.

Mr. Kevin Barry, Teacher at Selskar College and father-in-law of Carly Whelan, Ardcavan Office, on the passing of his father, Kevin Barry.

Ms. Fran Kennedy, Adult Education Officer, Bunclody FET Centre, on the passing of her brother-in-law, James Mahon and the passing of her mother-in-law, Anne Mahon.

Mr. John Carlin, I.T. Manager on the passing of his father-in-law, P.J. O'Sullivan.

The family of Michael Weafer, Principal, Selskar College Wexford.

Mr. Patrick Weafer, Teacher at Selskar College, on the passing of his brother, Mick Weafer.

Lynn Dowling, Post Primary Teacher, Waterford College of Further Education (WCFE) on the passing of her father, Joe Dowling.

David Clooney, Post Primary Teacher, Waterford College of Further Education (WCFE) on the passing of his mother, Miriam Clooney and father, Michael Clooney.

The family of Tom Creedon (retired), formerly Waterford College of Further Education (WCFE) .

090925.03 CONGRATULATIONS

Shauna McCullough, Music Development Officer, Music Generation, on the birth of her baby boy.

Rory Sweeney, Language and Literacy, on the birth of his baby girl.

Wexford VTOS were awarded a highly commended award for small independent training provider of the year at the Vocational Training Charitable Trust Skills Excellence Awards last week.

Damian Quigley, teacher in VTOS Wexford also received the Highly Commended award for educator of the Year.

Cllr. Mary Farrell requested the board extend congratulations to recently retired Mr. Paul Glynn (Creagh Community College) and Mr. J. Murphy (Bunclody Community College).

090925.04 DECLARATION OF INTEREST – CONFLICT OF INTEREST

Conflict of interest declaration forms were issued to the Board for completion and return *{to fulfil requirements as set out in CL0083/2024 Code of Practice for the Governance of Education and Training Boards}*. No conflicts of interest were declared.

090925.05 MINUTES

The minutes of the Waterford and Wexford Education and Training Board (WWETB) meeting held on 24th May 2025 were adopted.

Proposed Cllr. John Pratt; **Seconded** Cllr. Paddy Kavanagh.

090925.06 PRESENTATION – MR. TREVOR SINNOTT, SERVICES TO BUSINESS MANAGER, WWETB.

Mr. Trevor Sinnott, Services to Business Manager, WWETB, presented an overview of an apprentice journey, highlighting the training and development service that is available to all industries with a focus on upskilling initiatives for the development of people in employment across Waterford and Wexford. He also outlined accessibility pathways, craft apprenticeship structures and scheduling, noting the typical four-year completion timeframe (over five to seven phases) and referenced the 14 craft apprenticeship programmes offered by WWETB including an agricultural training programme. He updated Board members on training allowances and the apprenticeship expo scheduled to take place on the 9th of October where over 100 employers will exhibit beside education bodies and government agencies.

A series of questions from Board members followed on topics including rates of pay, allowances, the availability of apprenticeship programmes, opportunities for female crafts and the challenges around securing employment. The Board members also had questions around apprenticeship programmes for marine mechanics, particularly with growth in the offshore renewable energy space and queried how WWETB might bridge the skills gap coming down the line.

Mr. Alan Quirke, Director, advised that Rosslare Europort is on the cusp of a major transformation, with management preparing to submit a €200 million planning application which will almost double the size of the port while creating new jobs in the Offshore Renewable Energy sector. He assured board members that WWETB are actively reviewing the green space.

Cllr. Lola O’Sullivan (Chairperson) on behalf of the Board thanked Mr. Sinnott for his presentation and suggested as board members there is an opportunity to promote apprenticeship programmes as an academic route.

090925.07 FINANCE

(a) Finance Update

Mr. Cathal Cremer provided a financial update to the Board and advised that although SOLAS had communicated a national deficit of c. €40M for apprenticeship funding in June, a subsequent increase of €5.2M for WWETB was confirmed in August. This increase in funding will help to mitigate the impact on the delivery of apprenticeship programmes for the remainder of 2025. He added that discussions are ongoing regarding adult (conversation process) funding.

(b) Overdraft Facility Approval

Mr. Cremer advised board members of the Department of Education and Youth (DoEY) sanction of an overdraft facility of €3M for a 12-month period beginning on 1 January 2026.

Proposed: Cllr. Mary Farrell; **Seconded:** Cllr Paddy Kavanagh.

Mr. Cremer also updated the board of an emerging issue regarding an announcement by Energia of a 12.1% rise in electricity prices from September 2025. WWETB operates within the Office of Government Procurement (OGP) framework and is currently a customer of Energia.

(c) FET Budget – Apprenticeship programmes and the impact of SOLAS revised calendar

John Cassidy, Area Manager, Training Services, WWETB provided board members with an update on the revised apprenticeship calendar for 2025. He outlined that a shortfall in the allocated Phase 2 apprenticeship budget has delayed 24 Phase 2 courses by up to 13 weeks, impacting 336 apprentices. He advised that 96 Phase 2 apprenticeship places have been deferred until 2026. Courses deferred based on the SOLAS revised calendar are electrical courses and affect 56 places in Waterford and 40 places in Wexford.

Cllr Jim Codd and Cllr Michael Sheehan expressed concern in relation to the impact of funding on the delivery of apprenticeship programmes.

John Cassidy explained that the previous SOLAS process of bidding has been replaced with a funding allocation process that assigns a budget to ETBs, within which they must operate.

Dr Karina Daly confirmed that WWETB is in regular dialogue with SOLAS.

090925.08 CORRESPONDENCE

No items raised under correspondence.

0909.09 GOVERNANCE

(a) Risk Management:

Mr. Michael O'Brien, Director OSD informed the board that the next meeting of the ARC committee is scheduled to take place on 1st October 2025. The head of the internal audit unit will attend.

(b) Approval/ Renewal of Leases:

No Board updates regarding renewal of leases.

(c) Deed of Rectification – Adamstown, Enniscorthy, Co. Wexford.

Mr. Fintan O'Reilly updated the board on a proposed deed of rectification, adjacent to lands at Coláiste Abbáin, Adamstown. He advised the board that WWETB have reviewed a neighbours request to correctly reflect boundaries to properties and are satisfied that the

correct and rectification sought is appropriate. The school Principal has been informed and Ministerial approval will be sought in advance.

Proposed: Cllr Paddy Kavanagh **Seconded:** Mr. Niall Finn

(d) ETBI Annual Conference 2025

Cllr Lola O’Sullivan, Chair, advised board members that the ETBI Annual Conference, 2025 would take place on 9th October at the Slieve Russell Hotel, Co. Cavan and requested 6 board members volunteer to attend. The following board members were approved to attend.

- Ms. Kate Miskella
- Mr Garrett Hickey
- Cllr Mary Farrell

Proposed: Cllr Paddy Kavanagh **Seconded:** Cllr Michael Sheehan

(e) Board Evaluation

Mr. Michael O’Brien, Director, OSD advised that in accordance with the code of practice for the governance of ETBs the Board should undertake an evaluation of its own performance annually. To facilitate this a questionnaire will issue in the coming weeks and results will be presented at the next board meeting. He asked board members to provide feedback on what is working well and areas for improvement.

090925.10 CHIEF EXECUTIVES REPORT

The Chief Executives Report (#3) was noted by the Board.

090925.11 BOARD/ COMMITTEE REPORTS (including Draft Reports)

The following reports (including draft reports) were noted by the Board.

- (a) WCFE BoM Meeting Minutes – 04/02/25
- (b) WCFE BoM Meeting minutes – 09/04/25
- (c) WCFE BoM Meeting Minutes – 19/06/25 Draft
- (d) Coláiste Abbáin BoM Meeting Minutes – 26/05/25
- (e) Coláiste Abbáin BoM Meeting Minutes – 16/06/25 Draft
- (f) Bunclody Community College BoM Meeting Minutes 04/06/25 Draft
- (g) Bunclody Community College BoM Meeting Minutes 08/05/25
- (h) Creagh College BoM Meeting Minutes – 25/06/25 Draft
- (i) Creagh College BoM Meeting Minutes – 20/03/25
- (j) Bunclody Community College BOM Meeting Minutes – 27/02/25
- (k) ARC committee meeting minutes – 12/02/25
- (l) Finance committee meeting minutes – 14/02/25
- (m) ARC Report to Board – 30/04/25

090925.12 CIRCULAR LETTERS: DEPARTMENT OF EDUCATION and YOUTH

{available: <https://www.education.ie/en/Circulars-and-Forms/Active-Circulars/>}

Proposed: Cllr Mary Farrell; **Seconded:** Mr. Niall Finn

- (a) **0040/2025** Revision of Capitation Grant Rates for Recognised Primary Schools in the 2025/26 school year.
- (b) **0048/2025** Teacher Supply Post Primary: Teaching Hours Extension Scheme for 2025/2026.
- (c) **0047/2025** Home Tuition Grant Scheme 2025 2026 – Special Education Component.
- (d) **0050/2025** Revision of Primary Teacher Salaries under the Public Service Agreement 2024-2026 effective from 01 August 2025.
- (e) **0051/2025** Revision of Post-Primary Teacher Salaries under the Public Service Agreement 2024-2026 effective from 01 August 2025.
- (f) **0052/2025** Revision of Salaries and Allowances of Certain Grades other than Teachers and SNAs employed by ETBs under the Public Service Agreement 2024-2026 effective from 01 August 2025.
- (g) **0053/2025** Revision of Salaries of Clerical Officers and Caretakers employed under the 1978/1979 Scheme under the Public Service Agreement 2024-2026 effective from 01 August 2025.
- (h) **0054/2025** Revision of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools effective from 1 August 2025.
- (i) **0049/2025** Cycle to Work Scheme for ETB Employees.
- (j) **0057/2025** Home Tuition Grant Scheme for Children with No School Place (NSP) 2025/2026.
- (k) **0058/2025** Grant Scheme in respect of Maternity Related Absences 2025/2026.
- (l) **0059/2025** Home Tuition Grant Scheme for Children in Care (CIC) 2025/2026.
- (m) **0061/2025** Senior Cycle Redevelopment – Prescribed Material for the Leaving Certificate Drama, Film and Theatre Studies examination 2027, 2028, 2029 (for student cohort commencing 5th year in September 2025, 2026 and 2027).

0909.13 PRESS RELEASES DEPARTMENT OF EDUCATION and YOUTH

{available: <https://www.education.ie/en/Press-Events/>}

- (a) Minister McEntee and Minister of State Moynihan publish Education Plan 2025.
- (b) Primary schools to benefit from additional capitation funding from September.
- (c) Ministers McEntee and Moynihan announce the publication of the Report on the Review of the Education for Persons with Special Educational Needs Act 2004.
- (d) Minister McEntee announces extension of teacher supply measures.
- (e) Minister McEntee announces 37 organisations to benefit from music education grants.
- (f) Minister McEntee announces publication of the 2023 Cineáltas Implementation Report.
- (g) Minister McEntee announces pilot Single Application System for Post-Primary School Admissions.

- (h) Minister McEntee announces details of Creative Youth programmes including new data mapping tool.
- (i) Minister McEntee announces establishment of Commission of Investigation into historical sexual abuse in schools and appointment of Chair.
- (j) Ministers McEntee, Lawless and Foley announce publication of Education Indicators for Ireland 2024.
- (k) Minister McEntee announces €498,000 for youth climate projects.
- (l) Department of Education and Youth Inspectorate report published on inspections of courses in Irish colleges.
- (m) Minister Helen McEntee announces National Convention on Education.
- (n) Ministers McEntee and Moynihan welcome increase in schools participating in 2025 Summer Programmes.
- (o) Minister McEntee Secures €7.55 billion in funding under National Development Plan.
- (p) Minister McEntee welcomes new streaming service for teachers to support new Leaving Certificate Drama, Film and Theatre studies.
- (q) National Parents and Students Leaving Certificate Helpline opens 22 August at 10am.
- (r) Minister McEntee visits Youth Work Ireland Midlands - Athlone Youth Project as part of the Summer 2025 Holiday Meals Pilot Programme.
- (s) Ministers congratulate over 65,000 students receiving their Leaving Certificate examination results today.
- (t) Minister Helen McEntee Announces Funding for Ten New UBU Services to Support Young People

090925.14 PRESS RELEASES: DEPARTMENT 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}

- (a) Minister Lawless obtains Government approval to draft legislation to amend National Training Fund Act, unlocking funding packing of€1.5 billion.
- (b) Minister Lawless signs the European Quantum Pact.
- (c) Minister Lawless opens European Astronomical Society meeting.
- (d) Minister Lawless announces the publication of the Design Guide for State Sponsored Student Accommodation.
- (e) Ministers Lawless and Chambers bring memo to Government to update on the Public Service Apprenticeship Plan.
- (f) Minister Lawless announces €23 million for early- career researchers.
- (g) Minister Lawless announces commencement of construction of five new higher education buildings.
- (h) Minister Lawless invites expressions of interest to fill a vacancy on the Board of Directors of Skillnet Ireland.
- (i) Minister Lawless outlines delivery progress of 11 STEM buildings across Irish Technological Universities.
- (j) Launch of National Skills Council's Inaugural Publication, Providing First Strategic Advice to Government on Skills Priorities.
- (k) Ministers McEntee, Lawless and Foley announce publication of Education Indicators for Ireland 2024.
- (l) Government approves final steps to join CERN.
- (m) Minister Lawless champions Ireland's bid for an AI Factory Antenna.
- (n) Minister Lawless announces launch of Global Talent Ireland to attract work-class researchers.

- (o) Minister Lawless engages with EU R&I Ministers on a bold new vision for research and innovation.
- (p) Minister Lawless to begin weeklong mission in Japan and Singapore to build research and innovation connections.
- (q) Minister Lawless secures €4.55 billion under National Development Plan to drive research, education and innovation.
- (r) Minister of State Marian Harkin welcomes strengthened investment in Further Education and Training under the revised National Development Plan.
- (s) Minister Lawless completes mission in Japan.
- (t) Minister Lawless concludes mission to Singapore deepens research and skills cooperation.
- (u) Students and their families are urged to check if they are eligible for expanded SUSI supports ahead of the new academic year.
- (v) Ministers Lawless and Harkin reflect on the first half of 2025.
- (w) Taoiseach and Minister Lawless announce outcomes of the second call for the North-South Research Programme.
- (y) Minister Lawless congratulates students on receiving their Leaving Certificate results.
- (x) Minister Lawless congratulates students on receiving their CAO offers.
- (z) Ministers Lawless and Harkin launch WorldSkills Ireland 2025.

090925.15 A.O.B.

- Cllr Michael Sheehan raised a query regarding capacity issues at Wexford Youthreach. Cllr Sheehan was advised that this matter would be followed up.

090925.16 DATE OF NEXT MEETING

The next Board meeting will take place on Tuesday 11th November 2025 at 4.00pm, Waterford Training Centre, Waterford Industrial Park, Cork Road, Waterford X91 PX02.

Signed: Lola O'Sullivan

Date: 11-11-25

Documents circulated:

Agenda: meeting of 09/09/25
 Minutes of WWETB meeting held 24th June 2025
 Conflict of Interest Declaration Forms
 Finance Update
 Overdraft Facility Approval letter
 FET Budget – Apprenticeship Programmes and Impact of SOLAS revised calendar.
 Deed of Rectification – Adamstown
 ETBI Annual Conference 2025
 Chief Executives Report #3
 Board of Management Minutes for WCFE, Coláiste Abbáin, Bunclody Community College, Creagh College
 ARC Committee meeting minutes 12/02/25
 Finance Committee meeting minutes – 14/02/25
 ARC Report to Board 30/04/25