



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 March 24th, 2026

Held at Wexford College of FET, Whitemill Industrial Estate, Wexford, Y35 XR22.

Tuesday 24th March at 3.00p.m.

Waterford and Wexford Education and Training Board (WWETB)

Minutes of Meeting held 24 March at 3.00p.m.

Board Members in attendance: *Cllr. Lola O'Sullivan Chairperson, Cllr. Jim Codd, Cllr. Blaise Hannigan, Cllr. John Pratt, Cllr. John O'Leary, Mr. Pat Rath, Cllr. Michael Sheehan, Dr Mary Meade, Mr. Niall Finn, Ms. Foluke Adewumi, Cllr Aidan Browne, Ms. Kate Miskella, Ms. Janine Flynn, and Ms. Margaret Darrer*

Also in attendance: *Dr. Karina Daly, Chief Executive (CE), Mr. Michael O'Brien, (Director of Organisation Support & Development), Ms. Eimear Ryan (Director of Schools), Ms. Caitríona Cullen (Director of Further Education and Training), Mr. Mark Devereux (Director of Organisation Support & Development), Mr. Fintan O'Reilly, Corporate Services (CS) Manager and Mr. Cathal Cremer, Finance Manager.*

Apologies: *Cllr Paddy Kavanagh, Cllr. Mary Farrell, Cllr. Donnchadh Mulcahy, Cllr. Bridín Murphy, Ms. Janine Flynn, Dr. Richard Hayes and Mr. Garrett Hickey.*

240326.01 APOLOGIES

Apologies as listed above were noted and included.

Cllr Lola O'Sullivan (Chair) on behalf of the board welcomed Cllr Patricia Byrne to her first meeting.

In accordance with the recently amended standing orders, she asked all members attending remotely to confirm:-

- Cameras would be kept on for the duration of the meeting.
- That they could see and hear the meeting.
- That there were no other persons present.
- That they were not recording the meeting or using any AI enabled functionality or technology.

240326.02 CONDOLENCES

Lorraine Cleary, FABLAB Enniscorthy, on the passing of her father, James Cleary.

The family of Sharon Slammon, Special Needs Assistant, Bridgetown College.

The family of Maria Veronica Martínez Carballo, Special Needs Assistant, Gorey Hill School.

Cllr Jim Codd expressed his deepest condolences on the passing of his colleague Sharon Slammon.

240326.03 CONGRATULATIONS

St. Paul's Community College and Creagh College on reaching the finals in the Beginner and Intermediate categories Schools Chess Competition.

Sineád O'Hara and all involved in the production of 'In Harmony' held at Wexford's National Opera House on the 10th of March 2026.

Dr Karina Daly expressed congratulation to former Selskar College student Mr. Derek Kent on his appointment as GAA President.

240326.04 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.

No conflict of interest was declared.

240326.05 MINUTES

The minutes of the Waterford and Wexford Education and Training Board (WWETB) meeting held on 24th February 2026 were adopted.

Proposed Cllr. Blaise Hannigan; **Seconded** Cllr John Pratt.

Matters Arising

Mr. Michael O'Brien, Director of OSD, advised members that Mr. Fintan O'Reilly would address a matter raised at the meeting of 24th February 2026 regarding repairs to school roofing under item 9 (c).

240326.06 FINANCE

(a) Finance Update

Mr. Cathal Cremer, Finance Manager, provided a financial update to the Board. He confirmed that the February accounts are finalised and there are no financial matters to draw the Boards attention to. He advised that apprenticeship allowance rates are being closely monitored.

(b) Annual Financial Accounts 2025

A copy of the draft financial statements for the year ended 31st December 2025, draft letter of representation and draft financial statements confirmation by the Chief Executive were circulated to the board in advance of the meeting.

Cathal Cremer, Finance Manager, gave a presentation to the Board on the WWETB Annual Accounts 2025 consisting of an overview of the financial statements, approval timeline, financial summary of receipts, payments, key points and a comparison to 2024 and the budgeted Service Plan. He outlined the steps of the approval process and recommendations from: the Audit and Risk Committee following its review of Statement of Internal Control (SIC) on 11th February 2026, and the Finance Committee following its review of the Financial Statements 11th March 2026. If approved, the AFS would be submitted to the Comptroller & Auditor General (C & AG) by the statutory deadline of 1st April.

The board adopted the WWETB Financial Statements for the year ended 31st December 2025 and the Statement of Internal Control (SIC) including signature of the relevant accompanying statements by the Chairperson and Chief Executive including the SIC, Letter of Representation and Financial Statement Certificate of the Chief Executive.

Proposed: Cllr John Pratt; **Seconded:** Mr. Niall Finn.

240326.07 PRESENTATION

Dr. Karina Daly introduced Ms. Laura Power, Project Manager, Waterford Learning City who presented an overview of Waterford's designation as a UNESCO Learning City. She noted that Waterford currently ranks 7th out of 8 regions across the island of Ireland for participation in lifelong learning, indicating significant room for improvement. The Learning City vision is being developed in partnership with SETU, Waterford Co. Council, WWETB, local organisations and regional bodies with the aim of building a broader learning region. The city is targeting a 20% lifelong learning participation rate by 2030. Under its theme "Learners, Makers, Innovators", Waterford aims to champion and celebrate creativity while supporting technological and entrepreneurial growth. A lifelong learning festival is being held on the 15th, 16th and 17th April and Ms. Power invited board members to attend. Cllr Lola O'Sullivan on behalf of the Board thanked Laura for attending and said it was great to see so many positive initiatives and opportunities for citizens to get involved in lifelong learning.

240326.08 CORRESPONDENCE

No correspondence was circulated.

240326.09 GOVERNANCE

(a) Attendance of the Chair of the Audit and Risk Committee – Mr. Jim Moore

Mr. Jim Moore, Chair of the ARC Committee attended and thanked the Board for the opportunity to provide an update. He highlighted two reports – the ARC Board Report for 2025 and the ARC Report to the Board following the committee's first meeting of 2026 on 11th February. He noted that the committee had reviewed the corporate risk register and recommended adding delivery timelines and a clear markup of any future amendments. The committee also reviewed several audit documents including a follow up audit on the implementation findings of ISMS audit area's 1-3, SOLAS Strategic Infrastructure Upgrade Fund and Devolved Capital Funding and FET Managing Accounting Process and Budgetary Controls Audit as well as Sectoral audits on pensions and the LTI. Mr. Moore acknowledged the positive engagement with the executive and highlighted emerging challenges in ICT, cyber security, and AI. He noted that the ARC was updated on a data breach at their meeting on 11th February. He confirmed that the Statement of Internal Control (SIC) was reviewed and approved. He advised as Chair of the ARC, he had met separately with the Chair of the Board and confirmed that the ARC is satisfied with overall progress.

He also highlighted ongoing difficulties in filling committee vacancies and suggested more funding may be required to address emerging issues in ICT. Cllr O'Sullivan thanked Mr. Moore for attending and expressed appreciation for the committee's work in supporting the Board.

(b) Risk Management

Mr. O'Brien raised no matters under risk management following Mr. Moore's update.

(c) Approval/ Renewal of Leases:

Due to their membership of Waterford County Council, the following members of the Board left the meeting room during discussion of this matter including Cllr Lola O'Sullivan, Cllr Blaise Hannigan, Cllr John O'Leary and Cllr John Pratt.

In her absence, Cllr O'Sullivan nominated Ms. Kate Miskella to stand in as deputy Chairperson.

Mr. Fintan O'Reilly, Corporate Services Manager, advised the board that WWETB had received a request from Waterford City and Co. Council requiring the transfer of a strip of land on the eastern boundary of St. Paul's Community College. Purchase of this strip of land is required to widen the existing walkway under the Active Travel plan. Mr. O'Reilly presented a map of the proposed land and suggested widening of the walkway would also make it safer for students at the school.

It was resolved to dispose of the land as described to Waterford County Council subject to Ministerial approval.

Proposed Mr. Niall Finn; **Seconded** Mr. Pat Rath.

Mr. Fintan O'Reilly addressed a matter raised by members at the February meeting in relation to roofing issues at Bridgetown Community College and Coláiste an Atha. Mr. O'Reilly advised that the buildings team are looking for quotes under emergency works for the roof in Bridgetown. Regarding Coláiste an Atha, he advised that a consultant had been appointed.

This was noted by the board.

(d) Nominations for Boards of Management

- (i) Meánscoil San Nioclás – Board of management nominee's
Ms. Siobhán de Faoite, Cáit Mhic Craith, Cearúilín Ní Riagáin and
Leanne Uí Shioradáin

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

Cllr. Michael Sheehan asked for an update on committees. Michael O'Brien said he would prepare a presentation for the next meeting.

240326.09 POLICIES

No policies were presented to the Board for noting.

240236.10 CHIEF EXECUTIVES REPORT – Update on Tertiary Campus

Dr Karina Daly, Chief Executive, provided an update on plans underway for development of a tertiary campus at Ballynagee, Wexford. She advised that WWETB is continuing to work with SETU on a business case for the campus. A governance structure has been agreed, and a steering group has been set up with members from WWETB and SETU senior management. A number of working groups that include capital, programme, governance and communications have already commenced in preparation for the business case. She advised that this is a priority for WWETB.

Cllr Michael Sheehan asked if any board members would be called upon for representation. It was explained that the work of the steering group and working groups is entirely operational. The Board will have a critical role during key milestones of the project.

This was noted by the committee.

240326.11 COMMITTEE REPORTS / MINUTES TO BOARD

The following committee reports and minutes were noted by the Board.

- (a) Minutes of the Finance Committee from meeting of 12/02/2026.
- (b) ARC Report to Board #4 2025
- (c) Finance Report to Board #4 2025
- (d) Finance Report to Board #1 2026
- (e) ARC Report to Board #1 2026
- (f) Annual Report of ARC 2025

Committee reports and minutes were noted by the board.

240326.12 BOARD OF MANAGEMENT MEETING MINUTES

- (a) Bridgetown College BoM Minutes 04.02.26 - Draft
- (b) Bridgetown College BoM Minutes 17.12.25
- (c) St. Pauls CC BoM Minutes 09.12.25
- (d) St. Pauls CC BoM minutes 10.02.26 - Draft
- (e) Selskar College BoM Minutes 13.11.25
- (f) Selskar College BoM Minutes 03.03.26 - Draft
- (g) Kilnamanagh CNS BoM Minutes 20.11.2025
- (h) Coláiste Abbáin BoM Minutes 21.01.26
- (i) Coláiste Abbáin BoM Minutes 04.03.26 - draft

240326.13 CIRCULAR LETTERS: DEPARTMENT OF EDUCATION and YOUTH

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

- (a) **0020/2026:** Revision of the process set out in Circular 0023/2025 which set out the Implementation of the Recommendations of the Expert Group on Fixed-Term and Part-Time Employment in Primary and Second Level Education in Ireland (Primary Schools)
- (b) **0021/2026:** Revision of the process set out in Circular 0024/2015 which set out the Implementation of the Recommendations of the Expert Group on Fixed-Term and Part-Time Employment in Primary and Second Level Education in Ireland (Primary Schools).
- (c) **0024/2026:** Prescribed Material for the Leaving Certificate English Examination in 2028.

240326.14 PRESS RELEASES DEPARTMENT OF EDUCATION and YOUTH

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

- (a) Statement from the Minister for Education & Youth
Hildegarde Naughton.
- (b) Minister Naughton invites survivors of residential institutional abuse to apply for new supports.
- (c) Ministers Naughton and Moynihan celebrate Record-Breaking Summer Programme as 40,000 Students participate 2025.
- (d) Ministers Naughton and Carroll MacNeill unveil education services for children at the new National Children's Hospital Ireland.

240326.15 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 launches Horizon Europe Action Plan with major push to boost SME participation.
- (b) Minister Lawless unveils €75m capital programme under Project Ireland 2040 for healthcare education and training capacity expansion.
- (c) Minister Lawless appoints first members of new National Science Advice Forum.
- (d) Minister Lawless highlights skills, training and Erasmus+ collaboration at inaugural Equine Summit at the Curragh Racecourse in Kildare.
- (e) Minister's Lawless and Harkin launch €2million Transport Fund for Learners with intellectual Disabilities in Further Education and Training.
- (f) Minister Lawless begins St. Patrick's visit to Australia.

240326.16 A.O.B.

- Cllr John Pratt thanked WWETB for a wonderful evening of music at the 'In Harmony' event at the National Opera House on 10th March 2026. Cllr Pratt said he attended as Deputy Mayor of Waterford and extended his congratulations to everyone involved.
- Cllr Lola O'Sullivan advised that ETBI's Annual Congress will take place on 15th October in Tralee.

240326.17 DATE OF NEXT MEETING

The next Board meeting will take place on Tuesday 12th May 2026 at 3.00pm, Waterford Training Centre, Waterford Industrial Park, Cork Road, Waterford X91 PX02.

Signed: Lola O'Sullivan Date: 12-03-26

Documents circulated:

Agenda: meeting of 24/03/26
Minutes of WWETB meeting held 24th
February 2026
Conflict of Interest Declaration
Forms
Draft Annual Financial Statements
2025 (including Statement of
Internal Control) and associated
documentation
Context of Sale of Land at St. Pauls
Nominations to Boards of
Management
Minutes of Finance Committee
from meeting of 12/02/2026
ARC Report to Board #4 2025
Finance Report to Board #4 2025
Finance Report to Board #1 2026
ARC Report to Board #1 2026
Annual Report of ARC 2025