

Minutes of Meeting held on Thursday, 17th November 2022

A meeting of Louth and Meath Education and Training Board commenced at 5.00 p.m.
The meeting took place in Scoil Uí Mhuiri, Dunleer.

CATHAOIRLEACH:	Cllr. John Sheridan
BAILL I LATHAIR:	Cllr. Damien O'Reilly (Leaschathaoirleach), Cllr. Marianne Butler, Cllr. Wayne Harding, Mr. Billy Doyle, Ms. Caroline Canny, Máirín Uí Fháinnín, Uasal, Cllr. Andrea McKevitt, Cllr. Amanda Smith and Ms. Siobhán Greer
BAILL I LATHAIR LÍNE:	Cllr. Gerry O'Connor, Cllr. Nick Killian, Mr. Bill Sweeney and Mr. Damian Kearns
LEITHSCEIL:	Mr. Barry McCourt, Cllr. Eileen Tully, Cllr. Maria Murphy, Ms. Malgorzata Gilani, Cllr. Paul McCabe and Mr. Paul Dermody
AR FREASTAIL:	Mr. Martin G. O'Brien, Chief Executive Ms. Fiona Kindlon, Director of Schools Ms. Sadie Ward McDermott, Director of FET Mr. Brian Murphy, Director of OSD Ms. Imelda Brehony, APO Human Resources Ms. Roisin Duffy, APO Finance Ms. Sinead Murphy, APO Land & Buildings (Baill i Lathair Líne) Mr. David O'Connor, APO ICT Department Mr. Frank Smith, APO Corporate Services Ms. Carmel McEvoy, PA to Chief Executive

1. Order of Business

Ms. Úna Kirk, Principal, Scoil Uí Mhuirí, welcomed board members and LMETB staff to Scoil Uí Mhuirí.

The Chairperson welcomed members to the meeting noting that a number of members are attending remotely via videoconference. DOSD noted that Standing Orders permit members to attend remotely in exceptional circumstances subject to three conditions, noted that the three conditions are met and accordingly it is in order to proceed with some members in attendance remotely via videoconference.

It was resolved **R. 01/11/2022** to approve the attendance of members remotely via videoconference on this occasion.

Proposed: Cllr. Andrea McKevitt

Seconded: Ms. Caroline Canny

1.1 Conflicts of interest

The chairperson noted that the conflict of interest form was being circulated to members and asked members to advise of any conflicts of interest in relation to any item on the agenda. No conflicts of interest were declared.

1.2 Apologies, condolences and congratulations

Apologies were noted from Cllr. Maria Murphy, Mr. Barry McCourt, Mr. Paul Dermody and Ms. Malgorzata Gilani.

Condolences were expressed in the usual respectful manner.

Mr. David O'Connor was congratulated on his appointment to the position of Assistant Principal Officer the IT Department.

1.3 Absences

It was resolved **R. 02/11/2022** to approve the absence of LMETB members: Mr. Barry McCourt, Cllr. Eileen Tully, Cllr. Maria Murphy, Ms. Malgorzata Gilani, Cllr. Paul McCabe and Mr. Paul Dermody.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Andrea McKevitt

2. Liam Ó Buachalla Presentation to LMETB Board

The Chairperson introduced an tUasal Tomás ÓEochaidh and Mr. Stanley Buckley who were present to speak on behalf of the Liam Ó'Buachalla Commemorative Committee. The Chairperson thanked an tUasal Ó hEochaidh and Mr. Buckley for their presentation and confirmed that LMETB would consider their request and revert.

3. Results of LMETB Board self-assessment for 2022

DOSD advised members that The Code of Practice for the Governance of ETBs requires the board to undertake a self-assessment evaluation of its own performance and that of its committees and that a survey was issued to board members to facilitate provision of responses anonymously in an efficient and comprehensive manner. DOSD noted that sixteen responses were received and that these responses together with an analysis of same have been circulated to members.

The Chairperson noted that membership of the Board is governed by the 2013 Act and that members should feel free to contact CE or Chairperson if they require information or wish to discuss issues. CE supported these comments and noted that it is important for all to understand and appreciate the democratic nature of appointment to an ETB Board. CE thanked board members for the time and effort they devote to LMETB.

It was resolved **R. 03/11/2022** to approve the board self-assessment for 2022.

Proposed: Máirín Uí Fháinnín, Uasal

Seconded: Ms. Caroline Canny

4. Minutes and matters arising

4.1 It was resolved **R. 04/11/2022** to adopt the minutes of the meeting of the Louth and Meath ETB Board held on 15th September 2022.

Proposed: Cllr. Damien O'Reilly

Seconded: Ms. Siobhán Greer

4.2 Matters Arising:

There were no matters arising.

5. Finance

5.1 Finance Update

APO Finance took members through the finance report to 31 October noting that review meetings with school principals and centre managers commenced this week and that a quarter 3 review with Further Education and Training senior management has taken place.

CE thanked APO, the finance team, principals and secretaries in schools and centres and directors for their work. In response to a question, Director of FET confirmed that LMETB is on target to utilise additional FET funding.

It was resolved **R. 05/11/2022** to approve the finance update.

Proposed: Cllr. Andrea McKeivitt

Seconded: Ms. Caroline Canny

5.2 Financial Statements for 2020

DOSD advised members that the C&AG has issued the certificate of audit on the 2020 Financial Statements.

6. Correspondence

- **Department of Education Circular Letters**

<i>C/L ref</i>	<i>RE:</i>
0061/2022	Arrangements for Inspection of Early Learning and Care (ELC) Settings September 2022 – June 2023
063/2022	Joint Data Controller Arrangement between Payroll Division, Department of Education and The Managerial Authorities of Recognised Primary, Secondary, Community and Comprehensive Schools and the Chief Executives of Education and Training Boards – Primary & Post Primary
064/2022	Revision of Teacher Salaries under Building Momentum - A New Public Service Agreement 2021-2022 ("The Agreement") Application of pay adjustments due on 2 February 2022 and 1 October 2022 – Primary & Post Primary
065/2022	Revision of Salaries for Special Needs Assistants (SNAs) under Building Momentum - A New Public Service Agreement 2021-2022 Application of pay adjustments due on 2 February 2022 and 1 October 2022 – Primary & Post Primary Schools
066/2022	Revision of salaries of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools under Building Momentum - A New Public Service Agreement 2021-2022 ("The Agreement") Application of pay adjustments due on 2 February 2022 and 1 October 2022 – Community & Comprehensive Schools
067/2022	Revision of salaries for Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme and Clerical Officers employed in Post Primary Schools under the 1978 Scheme under Building Momentum - A New Public Service Agreement 2021-2022 ("The Agreement") Application of pay adjustments due on 2 February 2022 and 1 October 2022 – Primary & Post Primary Schools
068/2022	Revision of salaries of certain grades other than Teachers and SNAs employed by ETBs under Building Momentum - A New Public Service Agreement 2021-2022 ("The Agreement") Application of pay adjustments due on 2 February 2022 and 1 October 2022 – ETB's
0071/2022	Teacher Supply Post Primary: Teaching Hours Extension Scheme for 2022/2023 – Post Primary
0072/2022	Standardisation of the School Year in respect of Primary & Post-Primary Schools for the years 2023/24, 2024/25 and 2025/26

- Department of Further & Higher Education, Research, Innovation and Science Letters

C/L ref	RE:

- Correspondence received from Department of Education

Date Received	Subject
15/09/2022	DoE acknowledging receipt of LMETB Annual Report 2021
15/09/2022	DoE acknowledging receipt of Department Return August 2022
15/09/2022	DoE advising that having been laid before the Oireachtas LMETB can publish Annual Report 2021 on LMETB's website
19/09/2022	DoE - Department approval of scholarships on foot of request of 24 August 2022 – Beaufort College, Ard Rí & O'Carolan College
20/09/2022	DoE re. Criteria and procedures for the filling on non-teaching posts in ETB Head Office and Schools and Colleges
22/09/2022	DoE re. Deadline for Quarterly Non-Teaching Staffing Returns - Quarter 3 2022 - Short Template
23/09/2022	DoE-ESBS re. REMINDER Pension Updates Training
28/09/2022	DoE – Minister Foley welcomes Ireland's Presidency of the European Schools system
28/09/2022	DoE Press Release Ministers Foley and Madigan announce details of €9.6 billion education funding in Budget 2023
29/09/2022	DoE Reminder re. Deadline for Quarterly Non-Teaching Staffing Returns - Quarter 3 2022 - Short Template
30/09/2022	Acknowledging email of 30/9/22 re. Annual Service Plan 2022 published on LMETB's website
03/10/2022	DoE - ETB September Monthly Return due back Thursday October 7th 2022
03/10/2022	DoE - Request submission of Q3 2022 - Early Warning Return
03/10/2022	DoE - September Monthly Return due back Friday October 7th 2022
11/10/2022	DoE - Requesting Liabilities and Assets returns Qtr. 3 2022
11/10/2022	DoE - Request for Q3 2022 Prompt Payment Returns
21/10/2022	DoE re. Questionnaire on Alternative Education Settings
26/10/2022	DoE – Monthly Return Reporting 3% arrears arising from the new pay deal.
28/10/2022	DoE acknowledging receipt of Q3 2022 - Early Warning Return
28/10/2022	DoE re. ETB October Monthly Return due back Tuesday November 8th 2022
02/11/2022	DoE re. 2022 Travel & Subsistence Claim for Teachers
07/11/2022	DoE - LMETB - DoE approval for gift and scholarship at Beaufort College
08/11/2022	DoE - REMINDER ETB October Monthly Return due back Tuesday November 8th 2022
15/11/2022	DoE - CLASS costs Temporary COVID-19 emergency substitution costs and COVID-19 Combined Cleaning Supports and Sanitiser PPE costs

- **Correspondence received from Department of Further of Further and Higher Education, Research, Innovation and Science (DFHERIS)**

<i>Date Received</i>	<i>Subject</i>
26/09/2022	DFHERIS response to email 21/9/22 re. Approval of Proposed Nominees to Governing Body of DkIT
04/10/2022	Minister Harris approval of nominees to Governing Body of DkIT
11/10/2022	Acknowledging receipt of Event checklist DFHERIS – re. Ministerial visit 17/10/22 for FET Funding Announcement
13/10/2022	Original letter – Minister’s approval re. nominees to Governing Body of DkIT

- **Correspondence received from other sources**

<i>Date Received</i>	<i>From:</i>	<i>Subject</i>
08/09/2022	Seán Ó Briain – Liam Ó Buachalla Commemorative Committee	Seán Ó Briain – Commemorating Prof Liam Ó Buachalla former President of the Irish Vocational Education Association
14/09/2022	Longwood Scouts	Longwood Scouts re. Old Secondary School Longwood
14/09/2022	DCEDIY	DCEDIY – Being LGBTQI+ in Ireland Study 2022 – Have your voice heard
15/09/2022	Ardee CS	Ardee Community School Notification of the review Child Safeguarding Policy and Risk assessment
16/09/2022	Cllr. Antóin Watters	Cllr. Antóin Watters Resignation - LMETB Board Membership
16/09/2022	O’Carolan College	O’Carolan College re. BOM Meeting Documentation & Policies – 2/6/22, 29/8/22 & 13/9/22
19/09/2022	Ashbourne CS	Ashbourne CS – Updated Admissions Documentation for ACS
19/09/2022	DAA	DAA re. Planning consent letter
21/09/2022	DCEDIY	DCEDIY – Minor Grant Application and Guidance 2022- As Gaeilge
21/09/2022	Boyne CS	Boyne CS – BoM Meeting Minutes 9/6/2022
27/09/2022	Coláiste Chú Chulainn	Principal Coláiste Chú Chulainn -Attendance of Minister Humphreys Guest of Honour at Coláiste Chú Chulainn awards on 23/9/22
28/09/2022	ETBI	ETBI – DoE Press Release Ministers Foley and Madigan announce details of €9.6 billion education funding in Budget 2023
29/09/2022	O’Carolan College	O’Carolan College – Updated Child Safeguarding Statement Notice
30/09/2022	ESRI	ESRI -Invitation Shared Island – A North-South comparison of education and training systems
01/10/2022	Cllr. Watters	Cllr. Watters re. Letter following resignation & BoM Bush PP
04/10/2022	DkIT	DkIT acknowledging receipt of email 4/10/22 re. Ministerial approval re. DkIT nominees

04/10/2022	DkIT	DkIT advising that email of email 4/10/22 forwarded to H Nolan re. Ministerial approval re. DkIT nominees
04/10/2022	DkIT	DkIT Scanned Letter to Martin O'Brien re nomination to Governing Body – Male Academic Member
04/10/2022	Seán Ó Briain	Seán Ó Briain – Acknowledging receipt of email 3/10/22 re. Liam Ó Buachalla commemorative request
05/10/2022	Ratoath College	Ratoath College re. Morag McGowan's Resignation letter from the BOM of Ratoath College
06/10/2022	DIFE	DIFE Minutes of BoM 12/10/22
06/10/2022	Sec BoM, St. Oliver PP	Acknowledging receipt of letter on foot of LMETB BM 15/9/22
06/10/2022	Acquired Brain Injury Ireland	Acquired Brain Injury Ireland - request re. Pilot Clubhouse Project
07/10/2022	Seán Ó Briain	Seán Ó Briain – Response to email 4/10/22 re. Liam Ó Buachalla commemorative request
10/10/2022	Peter McGrath, Chair of A&R Committee	Peter McGrath – Minutes & Report re. A&R meeting 8/7/22 and A&R Self Evaluation
10/10/2022	DCEDIY	DCEDIY – Youth Information Centre Renewal Application Form 2023
11/10/2022	Dept. Public Expenditure & Reform	Dept Public Expenditure & Reform – Public Service Innovation Conference Week Update
11/10/2022	ETBI	ETBI – FET Application Process Project (formerly CAO FET Project)
13/10/2022	DkIT	DkIT advising that they will notify nominees to Governing Body of DkIT re. Ministerial approval
13/10/2022	FET Directorate	Submission Adult Education Committee Draft Minutes Meeting 6.10.22
14/10/2022	Standards in Public Office Commission (SIPO)	SIPO – Revised rates of pay updated notification forms guidelines effective from 1 October 2022
17/10/2022	Fr. Paul O'Connell, Diocese of Meath	Fr. Paul O'Connell Diocese of Meath – FAO CE re. letter to Ratoath College 14/10/22
18/10/2022	DCEDIY	DCEDIY – 20221012 ETB Youth Grant Progress Report 2021
19/10/2022	DCEDIY	DCEDIY – Payment Letter LMETB Minor Grant scheme 2022
19/10/2022	DCEDIY	DCEDIY – TYESI Update 2022
19/10/2022	Charities Regulator	Charities Regulator re. Advising Registered Submission SR74918 Louth and Meath Education and Training Board – Annual Report was completed, and Public Register updated
20/10/2022	DCEDIY	Deadline For all remaining Drawdowns 2022
24/10/2022	Boyne CS	Minutes of BoM held on 30/8/22 & 15/9/22
25/10/2022	Aisling Tormey	Aisling Tormey – Acknowledging receipt of letter on foot of LMETB BM 15/9/22
25/10/2022	ETBI	ETBI – Launch of Patrons' Framework
26/10/2022	Scoil Uí Mhuirí	Scoil Uí Mhuirí advising re. Parent Representative Appointment on BoM

26/10/2022	Meath Diocesan Offices	Meath Diocesan Offices Correspondence Ratoath College 21/10/22
27/10/2022	Seán Ó Briain	Seán Ó Briain – Response to email 27/10/22 re. Liam Ó Buachalla commemorative request
01/11/2022	Dir. Schools	DOS advising Alternative Education Settings survey completed and submitted to DoE
01/11/2022	ETTA	ETTA to CE acknowledging receipt of letter re. development of MoU
01/11/2022	ETBI	ETBI re. Number cap in ETBs
02/11/2022	Athboy CS	Athboy CS re. resignation of Cllr. McCabe from BOM
03/11/2022	Athboy CS	Athboy CS Minutes of the Board Management 08/09/2022
04/11/2022	Cllr. Sheridan	Cllr. Sheridan re. Election of new chair for LMETB Board
07/11/2022	ETBI	ETBI acknowledging email from CE's Office re. Attendees at Information on Education and Training Boards Ireland Briefing Buswells Hotel
07/11/2022	Music Generation	Music Generation acknowledging receipt of email from APOCES re. DoE approval for gift and scholarship at Beaufort College
07/11/2022	Louth Local Sports Partnership Committee	Louth Local Sports Partnership Committee - LMETB nominated Representative
08/11/2022	Quality & Qualifications Ireland	QQI - Notice of intention to deactivate unused and little used CAS awards
08/11/2022	Coláiste Clavin	LWD re. male parent nominee BoM E Forkin-Original Letter
09/11/2022	ETBI	ETBI - Increase in costs of catering contracts in ETBs
14/11/2022	Quality & Qualifications Ireland	QQI re. Consultation on Broad Award Standards at NFQ Levels 1 to 4 now open
14/11/2022	Enterprise Ireland - Dorothy Timmons	Enterprise Ireland thanking for visit to AMTCE on 10 th November 2022
14/11/2022	Enterprise Ireland – Robert Hernan	Enterprise Ireland thanking for visit to AMTCE on 10 th November 2022
14/11/2022	Bord Iascaigh Mhara	BIM thanking for visit to AMTCE on 10 th November 2022
15/11/2022	Dept Social Welfare	Dept. Social Welfare re. Schools Meals Scheme 2022-2023

- **Correspondence sent**

Date	Re:
14/09/2022	CE's Office to DoE re. submission of LMTB Annual Report 2021 – Irish & English versions
15/09/2022	APO CES to SMT – Meabhrachán Seimineáir Faisnéise – Alt 10A. – Fograíocht ag Comhlachtaí Poiblí
15/09/2022	APO L&B to Longwood Scouts – Response to email 14/9/22 re. Old Secondary School Longwood
15/09/2022	CE's Office to DoE acknowledging advisement re. LMETB – Publication of Annual Report 2021

15/09/2022	CE's Office to LMETB Members re. ETBI Annual General Meeting Conference – 28 th -29 th September 2022
16/09/2022	APO CES to DoE – Request for approval of scholarships – Beaufort College & Bush PP
20/09/2022	DOSD to HR – DoE re. Criteria and procedures for the filling on non-teaching posts in ETB Head Office and Schools and Colleges
20/09/2022	APO CES to Principal Ard Rí CNS – advising of Ministerial approval of gift-donation
20/09/2022	APO CES to Principal Beaufort College – advising of Ministerial approval of gift-donation
20/09/2022	APO CES to Principal O'Carolan College – advising of Ministerial approval of gift-donation
21/09/2022	CE's Office to Ashbourne CS acknowledging receipt of email re. Updated Admissions Documentation for ACS
21/09/2022	Procurement Office to ETBI re. Submission LMETB Corporate Procurement Plan & Multi Annual Procurement Plan 2022
21/09/2022	CE's Office to DFHERIS requesting update on approval of proposed Nominees to Governing Body of DkIT
22/09/2022	CE's Office to Finance Committee – advising School Accounts August 2022 uploaded to Sharepoint
22/09/2022	Leave Management to All Staff re. Recent Circular letters on Leave Schemes released by the Department of Education
22/09/2022	CE's Office to DoE – Submission of LMETB Chairperson's Report 2021 in Irish & English
26/09/2022	APO L&B Response to email 23.9.22 – Post Primary School Capacity Data
29/09/2022	CE's Office to LMETB Members – DoE Press Release Ministers Foley and Madigan announce details of €9.6 billion education funding in Budget 2023
29/09/2022	DOS to School Leaders – Minister Foley launches inaugural Computer Science week 8-15 October 2022
29/09/2022	APO CES to DoE re. Request for approval of scholarships- Beaufort College
30/09/2022	CE's Office to Dir. FET & DOS Re. ESRI Invitation Shared Island – A North-South comparison of education and training systems
30/09/2022	CE's Office to DoE – Advising that LMETB's Annual Service Plan 2022 published on LMETB's website
30/09/2022	CE's Office to DoE – Advising that LMETB's Annual Service Plan 2022 published on LMETB's website
30/09/2022	CE's Office to Finance Committee re. Gaeltacht Spend
30/09/2022	CE's Office to Cllr. Watters – Letter following resignation from LMETB Board
30/09/2022	ETBI – Invitation to FET Conference Oct 26 th and 27 th
01/10/2022	CE to Cllr. Watters – Response to email 1.10.22 re. Letter following resignation & BoM Bush PP
03/10/2022	CE's Office to Cllr. Watters re. Membership of Committees following resignation from LMETB Board
03/10/2022	CE's Office to S Ó Briain – acknowledging email of 8.9.22 re. Commemorating Prof Liam Ó Buachalla former President of the Irish Vocational Education Association
04/10/2022	CE's Office to DOSD & HR re. Pension Update from ESBS
04/10/2022	CE's Office to DkIT – Ministerial approval re. DkIT nominees
04/10/2022	CE's Office to Hugh Nolan DkIT – Ministerial approval re. DkIT nominees
04/10/2022	CE's Office to DkIT acknowledging receipt of email re. Scanned Letter to Martin O'Brien re Male Academic Staff nominee to Governing Body

06/10/2022	CE's Office to LMETB Members re. LMETB Board self-assessment 2022
06/10/2022	DOS to School Leaders re. Temporary changes to the Career Break Scheme for Registered Teachers employed in Recognised Primary and Post Primary Schools – 2022/23 School Year
06/10/2022	CE's Office to Seán Ó Briain re. presentation on Liam Ó Buachalla to LMETB Board at next board meeting
09/10/2022	DOS to Donegal ETB – Extending sympathy on the loss of those who died in the Creeslough tragedy
13/10/2022	APO CES to DkIT requesting that nominees to Governing Body of DkIT be notified re. Ministerial approval
13/10/2022	DOS to School Leaders re. Section 29 Face to Face Oral Hearings to re-commence
13/10/2022	Dir. FET to Acquired Brain Injury Ireland re. Pilot Clubhouse Project
17/10/2022	DOS to School Leaders re. Drinkaware Alcohol Education Programme
17/10/2022	DOS to School Leaders re. Ministers Foley and Madigan announce €40 million Summer Programme 2023 alongside a review of the programme
18/10/2022	DOS to School Leaders re. DoE Press Release – Junior Certificate Results 2022
19/10/2022	APO CES to Charity Regulator - Submission of Annual Report to Charity Regulator for 2021 - SR74918
19/10/2022	APO CES to Board Members requesting Information for Charity Regulator
19/10/2022	DOSD advising that additional superannuation deduction declaration of payment emailed and posted to DoE
20/10/2022	Leave Management to All Staff - Procedure with regard to the processing of illness benefit deductions while absent on sick leave for more than 3 days for all Employees who pay 'A' Class PRSI
26/10/2022	CE's Office to DOS & Dir FET re. email 21.10.22 DoE re. Questionnaire on Alternative Education Settings
26/10/2022	CE's Office DoE - Submission of Q3 2022 - Early Warning Return
27/10/2022	CE's Office to Seán Ó Briain requesting names of attendees re. presentation to LMETB Board - Liam Ó Buachalla Commemorative Request
28/10/2022	CE's Office to LMETB Board Members Reminder re. submission of LMETB Board self-assessment 2022
01/11/2022	DOS to Athboy CS re. BOM Nominee for Athboy CS following resignation of Cllr. McCabe
01/11/2022	CES Office to All Staff re. Irish Language in Navan Information Night - Navan Library 1st Nov 7pm
01/11/2022	CE's Office to DFHERIS acknowledging receipt of signed correspondence from Minister Simon Harris T.D.
01/11/2022	CE to ETTA re. development of MoU
02/11/2022	CE's Office to Board Members advising of extended closing date re. LMETB Board self-assessment 2022
03/11/2022	CE's Office to Seán Ó Briain acknowledging names of attendees re. presentation to LMETB Board - Liam Ó Buachalla Commemorative Request
07/11/2022	CE's Office to ETBI re. Attendees at Information on Education and Training Boards Ireland Briefing Buswells Hotel
07/11/2022	APO CES to Beaufort College & Music Generation Re Ministerial Approval granted for Beaufort Proposal
08/11/2022	DOS to School Leaders - Minister Foley welcomes agreement of extension of bereavement leave in Education Sector
08/11/2022	Finance to DoE Submitting October 2022 Department Return

09/11/2022	CE's Office to Louth CoCo re. Update on Louth CoCo Nominee to Board of LMETB
11/11/2022	DOS to School Leaders re. Min. Madigan announces significant expansion of the National Council for Special Education (NCSE)
11/11/2022	DOS to School Leaders re. Letter CL 0071/2022 Teacher Supply Post Primary Teaching Hours Extension Scheme for 2022-2023
11/11/2022	DOSD to C&AG Acknowledging receipt of Louth Meath ETB 2020 Audit Cert
14/11/2022	APO IT to All Staff re. LMETB Cyber Security Awareness Campaign Introduction
15/11/2022	DOS to School Leaders re. Standardisation of the School Year in respect of Primary & Post-Primary Schools for the years 2023/24, 2024/25 and 2025/26
15/11/2022	CE's Office confirming LMETB Board Meeting 17 November 2022

• **Correspondence sent on foot of Board meeting held on 15th September 2022**

Date	Re:
19/09/2022	CE to DAA & APO L&B re. Planning consent letter - noise monitoring station Ratoath College
08/11/2022	Condolence Cards/Letters sent to the Families of: Ms. Marjorie McGeady, Ms. Rusa Maria, Mr. Michael Egan, Mrs. Pauline O'Daly
06/10/2022	CE's Office to Dir. OSD re. Finance Update, HR Report, Minutes & Reports of Gifts, Trusts & Scholarships & L&B Committees, IPB Insurance Member's Forum, Updated Executive Orders, Stock Report, Threshold for recording Assets on Asset Management System, Donations recommended by Gifts, Trusts & Scholarships Committee, Data Breach Reports and Risk Management Report, CPP & MAPP, Compliance with Charities Governance Code.
06/10/2022	CE's Office to Dir. FET re. Report, Minutes, Membership of Committees & Policies
06/10/2022	CE's Office to Chair Gifts, Trusts & Scholarships Committee re. Recommendations, Minutes & Report
06/10/2022	CE's Office to Chair Land & Buildings Committee re. Minutes, Report, Leases/Licenses/Short Term Rentals/Property & Developments & updates on Land & Buildings
06/10/2022	CE's Office to Dir. Schools re. Minutes of School BoM's, Memberships of BoM's & School Policies
06/10/2022	CE's Office to nominee Ms. Catherine Ward – teacher nominee to BoM of Dunshaughlin CNS
06/10/2022	CE's Office to nominee Cllr. Gerry O'Connor – LMETB nominee to BoM of Dunshaughlin CNS
06/10/2022	CE's Office to nominee Cllr. Damien O'Reilly –Chairperson to BoM of Dunshaughlin CNS
06/10/2022	CE's Office to nominee Mr. John Dunne – male parent nominee to BoM of Dunshaughlin CNS
06/10/2022	CE's Office to nominee Ms. Laura Murphy – female parent nominee to BoM of Dunshaughlin CNS
06/10/2022	CE's Office to nominee Mr. Ciaran Quinn – male teacher nominee to BoM of Boyne CS
06/10/2022	CE's Office to nominee Ms. Monica Seery – female teacher nominee to BoM of Boyne CS

06/10/2022	CE's Office to nominee Ms. Aisling Naughton – BoM nominee to BoM of Enfield CC
06/10/2022	CE's Office to Sec BoM Beaufort College re. BoM Minutes & School Policies
06/10/2022	CE's Office to Sec BoM Coláiste Chú Chulainn re. BoM Minutes & School Policies
06/10/2022	CE's Office to Sec BoM Coláiste de Lacy re. School Policies
06/10/2022	CE's Office to Sec BoM Coláiste na hInse re. BoM Minutes & School Policies
06/10/2022	CE's Office to Sec BoM Coláiste na Mí re. School Policies & Nomination to BoM deferred
06/10/2022	CE's Office to Sec BoM Enfield CC re. Minutes of BoM & School Policies
06/10/2022	CE's Office to Sec BoM Coláiste Clavin re. School Policies
06/10/2022	CE's Office to Sec BoM O'Fiaich PLC re. School & FET Policies
06/10/2022	CE's Office to Sec BoM St Oliver PP, Oldcastle re. BoM Minutes & School Policies
06/10/2022	CE's Office to Sec BoM St Oliver's CC re. BoM Minutes & School Policies
06/10/2022	CE's Office to Sec BoM Ratoath College re. BoM Minutes & School Policies
06/10/2022	CE's Office to Sec BoM Ard Rí CNS re. BoM Minutes & School Policies
06/10/2022	CE's Office to Sec BoM Dunshaughlin CNS re. School Policies
06/10/2022	CE's Office to Sec BoM Faughart CNS re. School Policies
06/10/2022	CE's Office to Sec BoM Athboy CS re. BoM Minutes and deferral of consideration of nominee to BoM
06/10/2022	CE's Office to Sec BoM Boyne CS re. BoM Minutes
06/10/2022	Oifig an PF chuig Runaí BB Coláiste Pobail Ráth Chairn maidir le Ballraíocht Bhord Bainistíochta & Polaisí Scoile
06/10/2022	CE's Office to Sec BoM Enfield CC re. Nominee to BoM - Letter on foot of LMETB BM 15/9/22

The Chairperson invited questions and comments from members.

7. Committees and Reports

7.1 Director of Further Education and Training Report

Director of Further Education and Training briefed members on highlights from the report and answered questions from members. The Chairperson complimented the Director and her staff on their work. The report of Director of Further Education and Training was noted.

7.1.1 Further Education and Training Committee/Board of Management Minutes

The minutes of the meeting of the Board of AMTCE which took place on 8th June 2022 were noted.

The minutes of the Board of Management of DCFE which took place on 24th May 2022 were noted.

The minutes of the meeting of the Board of Management of DIFE which took place on 31st May 2022 were noted.

7.1.2 Membership of Committees

It was resolved **R. 06/11/2022** to approve the nomination of Mr. Patrick McCormick as male academic staff nominee to the Governing Body of DkIT to replace Dr. Thomas Dooley who has retired.

Proposed: Cllr. Marianne Butler

Seconded: Cllr. Andrea McKevitt

7.1.3 Further Education and Training Policies

The LMETB Programme Development and Approval Policy and Procedures were noted.

7.1.4 Proposed Contributions/Fees

There was no business under this heading.

7.1.5 LMETB Minor Grant Scheme for Youth Services and Youth Clubs 2022

Director of FET briefed members on the scheme and proposed grants.

It was resolved **R. 07/11/2022** to approve the proposed grants.

Proposed: Máirín Uí Fháinnín, Uasal

Seconded: Mr. Billy Doyle

7.1.6 Reach funding

Director of FET briefed members on the scheme and proposed grants.

It was resolved **R. 08/11/2022** to approve the proposed grants.

Proposed: Cllr. Wayne Harding

Seconded: Cllr. Andrea McKevitt

7.2 Director of Schools Report

Director of Schools briefed members on highlights from the report and answered questions from members. The report of the Director of Schools was noted.

7.2.1 Minutes of Boards of Management meetings

School	Date of Meeting
Bush PP	01/06/2022
Coláiste Clavin	30/08/2022
Coláiste na Mí	15/03/2022
Coláiste na Mí	10/05/2022
Coláiste Ríoga	08/06/2022
Coláiste Ríoga	24/08/2022
Coláiste Ríoga	12/09/2022
Dunshaughlin CC	22/06/2022
O'Carolan College	06/04/2022
O'Carolan College	02/06/2022
Ratoath College	15/06/2022
Scoil Uí Mhuirí	06/06/2021
Scoil Uí Mhuirí	14/09/2021
Scoil Uí Mhuirí	02/11/2021
Scoil Uí Mhuirí	20/01/2022
Scoil Uí Mhuirí	10/03/2022
Scoil Uí Mhuirí	22/03/2022
Scoil Uí Mhuirí	12/05/2022
Scoil Uí Mhuirí	30/08/2022
Scoil Uí Mhuirí	27/09/2022
St. Oliver PP, Oldcastle	25/08/2022
St. Oliver's CC, Drogheda	12/09/2022
St. Peter's College, Dunboyne	13/06/2022
Faughart CNS	14/06/2022
Faughart CNS	01/09/2022
Joint Patronage Schools	
Athboy CS	28/08/2022
Athboy CS	08/09/2022
Athboy CS	12/10/2022
Boyne CS	15/09/2022

The minutes of the above meetings were noted.

7.2.2 Memberships of Boards of Management

It was resolved **R. 09/11/2022** to affirm that Cllr. Antóin Watters remains as LMETB Nominee to the Board of Management of Bush Post Primary School following his resignation from the LMETB Board.

Proposed: Máirín Uí Fháinnín, Uasal

Seconded: Cllr. Marianne Butler

It was resolved **R. 10/11/2022** to approve the nomination of Ms. Denise Farrell as Teacher nominee to the Board of Management of Coláiste Clavin to replace Mr. Niall Hughes.

Proposed: Cllr. Andrea McKevitt

Seconded: Cllr. Marianne Butler

It was resolved **R. 11/11/2022** to approve the nomination of Mr. Edward Forkin as parent nominee to the Board of Management of Coláiste Clavin to replace Mr. Enda Quirke.

Proposed: Mr. Billy Doyle

Seconded: Cllr. Wayne Harding

Consideration of a nominee to the Board of Management of Coláiste na Mí to replace Ms. Jenny D'Arcy as LMETB Nominee was deferred.

It was resolved **R. 12/11/2022** to approve the nomination of Cllr. Tommy Reilly as Chairperson of the Board of Management of Coláiste na Mí.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Amanda Smith

It was resolved **R. 13/11/2022** to approve the nomination of Ms. Denise Morgan as female teacher nominee to the Board of Management of Coláiste na Mí to replace Ms. Shona McKeon.

Proposed: Cllr. Marianne Butler

Seconded: Ms. Caroline Canny

Consideration of a nominee to the Board of Management of Coláiste Pobail Ráth Chairn to replace Bríd Uí Chofaigh, Uasal as Ainmní Tuismitheoirí was deferred.

It was resolved **R. 14/11/2022** to approve the nomination of Ms. Lorraine O'Hara as Board of Management nominee to the Board of Management of Coláiste Ríoga.

Proposed: Cllr. Damien O'Reilly

Seconded: Ms. Siobhán Greer

It was resolved **R. 15/11/2022** to approve the nomination of Ms. Ann McLoughlin as Board of Management nominee to the Board of Management of Coláiste Ríoga.

Proposed: Cllr. Gerry O'Connor

Seconded: Cllr. Nick Killian

Consideration of a nominee to the Board of Management of Ó'Fiaich College to replace Cllr. Antóin Watters as LMETB Nominee was deferred.

It was resolved **R. 16/11/2022** to approve the nomination of Ms. Kathryn Ryan as parent nominee to the Board of Management of Ratoath College to replace Ms. Morag McGowan.

Proposed: Cllr. Nick Killian

Seconded: Máirín Uí Fháinnín, Uasal

It was resolved **R. 17/11/2022** to approve the nomination of Mr. Kenneth Carroll as parent nominee to the Board of Management of Ratoath College to replace Mr. Aidan Falvey.

Proposed: Cllr. Nick Killian

Seconded: Ms. Siobhán Greer

It was resolved **R. 18/11/2022** to approve the nomination of Mr. Niall Kelly as parent nominee to the Board of Management of St. Peter's College, Dunboyne to replace Mr. Gerry Walsh.

Proposed: Ms. Caroline Canny

Seconded: Cllr. John Sheridan

It was resolved **R. 19/11/2022** to approve the nomination of Ms. Annette Kelly as parent nominee to the Board of Management of Scoil Uí Mhuirí to replace Ms. Paula Callan.

Proposed: Cllr. John Sheridan

Seconded: Cllr. Marianne Butler

It was resolved **R. 20/11/2022** to approve the nomination of Mr. Frank Gallogly as Board of Management nominee to the Board of Management of Dunshaughlin CNS.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Gerry O'Connor

It was resolved **R. 21/11/2022** to approve the nomination of Ms. Elaine McCormack as Board of Management nominee to the Board of Management of Dunshaughlin CNS.

Proposed: Cllr. Andrea McKevitt

Seconded: Máirín Uí Fháinnín, Uasal

Consideration of a nominee to the Board of Management of Athboy Community School to replace Cllr. Nick Killian as LMETB Nominee was deferred.

Consideration of a nominee to the Board of Management of Athboy Community School to replace Cllr. Paul McCabe as LMETB Nominee was deferred.

The Chairperson suggested that, in the interest of administration, members intending to resign from the LMETB Board flag their intention in advance to CE.

7.2.3 School Based Policies:

School	Policy
Bush PP	Child Safeguarding Statement
Bush PP	Critical Incident Management Plan 2022
Bush PP	Permission to Suspend for up to 3 and 5 Days 2022
Coláiste Clavin	Critical Incident Policy
Coláiste na Mí	Child Safeguarding Statement
Coláiste na Mí	Critical Incident Policy
Coláiste Ríoga	Administration of Medicines
Coláiste Ríoga	Admissions Policy 23-24
Dunshaughlin CC	Child Safeguarding
Dunshaughlin CC	Critical Incident Plan 2022
Scoil Uí Mhuirí	Admissions Policy
Scoil Uí Mhuirí	Child Safeguarding Statement
St. Oliver PP	Student Drivers Policy
St. Oliver's CC, Drogheda	Child Protection Review Oct 2022
St. Oliver's CC, Drogheda	SPHE Policy
Ratoath College	Anti-Bullying Policy
Ratoath College	Child Safeguarding
Faughart CNS	Homework Policy
Faughart CNS	Homework Policy Ratification
Faughart CNS	SPHE Plan
Faughart CNS	SPHE Policy Ratification
Joint Patronage Schools	
Ashbourne CS	Admission Policy
Ashbourne CS	Child Safeguarding Statement Review & Notice
Ballymakenny College	Admission Policy
Ballymakenny College	Anti-Bullying Review & Notification
Ballymakenny College	Child Safeguarding Statement
Ballymakenny College	Child Safeguarding Risk Assessment & Notification Review
Boyne CS	Admission Policy
Boyne CS	Anti-Bullying Policy
Boyne CS	BoM Notice 30/08/2022
St. Ciaran's CS, Kells	Admission Policy

The above policies were noted.

8. OSD Matters

8.1 Human Resources Update

APO Human Resources briefed members on human resource matters. The report was noted.

8.2 Minutes:

It was resolved **R. 22/11/2022** to approve the minutes of the Audit and Risk Committee meeting held on 8th July 2022.

Proposed: Cllr. Andrea McKevitt

Seconded: Ms. Siobhán Greer

It was resolved **R. 23/11/2022** to approve the minutes of the Finance Committee meeting held on 23rd June 2022.

Proposed: Mr. Billy Doyle

Seconded: Máirín Uí Fháinnín, Uasal

8.2.3 It was resolved **R. 24/11/2022** to approve the minutes of the Gifts, Trust and Scholarships Committee held on 7th September 2022.

Proposed: Cllr. John Sheridan

Seconded: Cllr. Andrea McKevitt

8.3 Reports:

It was resolved **R. 25/11/2022** to approve the report on foot of the Audit and Risk Committee meeting held on 8th July 2022.

Proposed: Cllr. Andrea McKevitt

Seconded: Ms. Caroline Canny

It was resolved **R. 26/11/2022** to approve the report on foot of the Finance Committee meeting held on 23rd June 2022.

Proposed: Mr. Billy Doyle

Seconded: Ms. Siobhán Greer

8.4 Terms of Reference

It was resolved **R. 27/11/2022** to approve the updated terms of reference of the Finance Committee.

Proposed: Máirín Uí Fháinnín, Uasal

Seconded: Cllr. Andrea McKevitt

The proposed unchanged terms of reference of the Audit and Risk Committee was noted.

8.5 Memberships and Chairpersons of Committees

It was resolved **R. 28/11/2022** to approve the nomination of Cllr. Wayne Harding to the Land & Buildings Committee to replace Cllr. Antóin Watters.

Proposed: Ms. Caroline Canny

Seconded: Cllr. Andrea McKevitt

It was resolved **R. 29/11/2022** to approve the nomination of Cllr. Wayne Harding to the ETBI Reserve Members Forum for a period of two years commencing at the conclusion of the ETBI AGM held on 21st September 2022.

Proposed: Ms. Caroline Canny

Seconded: Máirín Uí Fháinnín, Uasal

8.6 Policies

The proposed updated procurement policy was noted.

The ICT - LMETB Virus Malware Protection Policy was noted.

The ICT - LMETB Phishing Awareness and Training Policy was noted.

The ICT - LMETB ICT Patch and Configuration Policy was noted.

The ICT - LMETB ICT Framework Policy was noted.

The ICT - LMETB Firewall Policy was noted.

The ICT - LMETB Backup and Restore Policy was noted.

8.7 Gifts, Trust and Scholarships

8.7.1 Cllr. Sheridan, reported on behalf of the Gifts, Trust and Scholarships Committee. Cllr. Sheridan advised that the Committee met on 7th November 2022 at which it approved minutes of the meeting held on 7th September 2022 and considered donations and reports by the CE therein.

Cllr. Sheridan advised that the Committee resolved to recommend approval by the Board of the following donations:

1: Donation of complimentary passes by Arc Arena Navan to Beaufort College

Details of the Donor: Arc Arena

Details of the gift: 24 Complimentary passes worth €360 to cinema or bowling

Purpose of the Gift: To be used as prizes to best attendees as part of an attendance promotion initiative

It was resolved **R. 30/11/2022** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Marianne Butler

2: Donation of €300 by Lunch Bag to Ard Rí CNS

Details of the Donor: Lunch Bag (School lunch providers)

Details of the gift: €300

Purpose of the gift: Will be used to buy fitness and sports equipment for the school

It was resolved **R. 31/11/2022** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Marianne Butler

3: Donation of €5,000 by Dundalk Institute of Technology to Coláiste Chú Chulainn

Details of the Donor: Dundalk Institute of Technology

Details of the gift: €5,000 provided through the PATH 3 College Connect project's emerging needs of Covid 19 funding stream

Purpose of the gift: To purchase learning materials for the use of students from the Traveller and/or Roma communities

It was resolved **R. 32/11/2022** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Marianne Butler

4: Sponsorship of soccer kit by TFW Food Services to Beaufort College

Details of the Donor: TFW Food Services (current school meals provider in the school)

Details of the gift: Sponsorship of junior soccer kit to the value of €1,000

Purpose of the gift: To support the school junior soccer team

It was resolved **R. 33/11/2022** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Marianne Butler

5: Donation of €1,000 by Niamh Cagney to St. Peter's College, Dunboyne

Details of the Donor: Niamh Cagney (local business person)

Details of the gift: €1,000

Purpose of the gift: To support exam year students who have difficulty paying for their school books and trips

It was resolved **R. 34/11/2022** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Marianne Butler

6: Donation of €5,000 from The Society of Saint Vincent de Paul to O Fiaich College

Details of the Donor: The Society of Saint Vincent de Paul

Details of the gift: €5,000

Purpose of the Gift: To be used to fund pastoral care services such as counselling and psychological assessment for students from deprived backgrounds

It was resolved **R. 35/11/2022** to approve the recommendation of the Gifts, Trusts and Scholarships Committee to approve the donation, subject to Ministerial approval.

Proposed: Cllr. Damien O'Reilly

Seconded: Cllr. Marianne Butler

8.7.2 Reports of the Chief Executive under Section 29 of the 2013 ETB Act.

It was resolved **R. 36/11/2022** to approve the Reports of the Chief Executive under Section 29 of the 2013 ETB Act.

Proposed: Cllr. John Sheridan

Seconded: Cllr. Damien O'Reilly

8.8 Data Breach Report

DOSD advised that two data breaches have been reported, details of which had been provided to members.

DOSD noted that LMETB assessed that there is a low risk of the breaches posing a substantial risk to the rights and freedoms of data subjects in each instance.

Members noted the Data Breach Report.

8.9 Risk Management Report for Quarter 4 2022

DOSD noted that 23 risk items are currently listed on the LMETB corporate risk register. 10 are designated as high risk and 13 as medium risk. DOSD noted that the Audit and Risk Committee has decided that a working group consisting of Committee and Executive nominees be established to carry out a detailed review of the risk register and report back to the Committee.

Members noted the Risk Management Report.

DOSD advised members that LMETB executive will be working with the Audit and Risk Committee to complete a detailed review and update of the Risk Register.

APO CES noted that a Risk Appetite Statement was approved by the LMETB Board in February 2021 on foot of recommendation by the Audit and Risk Committee and that subsequently ETB representatives nationally worked with IPB to develop a Risk Appetite template for the sector which culminated in the issue of a template to the sector earlier this year which can be tailored by each ETB to its own circumstances. APO CES advised that LMETB examined the template and prepared a draft updated Risk Appetite Statement for consideration by the Audit and Risk Committee. APO advised that the draft presented for Board consideration has been recommended for approval by the Audit and Risk Committee.

It was resolved **R. 37/11/2022** to accept the recommendation of the the Audit and Risk Committee to approve the updated Risk Appetite Statement.

Proposed: Cllr. Andrea McKevitt

Seconded: Máirín Uí Fháinnín, Uasal

8.10 Update on IT security and risk mitigation

APO IT briefed members on initiatives in respect of IT security.

8.11 Results of Audit and Risk Committee self-assessment for 2022

It was resolved **R. 38/11/2022** to approve the Audit and Risk Committee self-assessment for 2022.

Proposed: Ms. Siobhán Greer

Seconded: Mr. Billy Doyle

8.12 Provision of Board member addresses to the Charity Regulator

APO CES noted that LMETB is a registered charity and is therefore obliged to report to the Charity Regulator and that one of the pieces of information which the regulator requires is the address of trustees (i.e. board members). APO advised that LMETB has this information on file and will be providing same to the regulator. No objections were raised by members to such release. APO noted that the regulator's office has confirmed that addresses are not made public.

9. Land and Buildings

9.1 Leases/Licenses/Short Term Rentals/Property

9.1.1 Consideration for the renewal of the lease for Unit 11 DCFE for 5 years for FET programmes.

It was resolved **R. 39/11/2022** to approve the renewal of the lease for Unit 11 DCFE for 5 years for FET programmes.

Proposed: Cllr. Wayne Harding

Seconded: Cllr. Andrea McKevitt

9.1.2 Consideration for renewal of licence agreement for Boomerang Café, 62 Fair Street for 1 year

It was resolved **R. 40/11/2022** to approve the renewal of the licence agreement for Boomerang Café, 62 Fair Street for 1 year.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Marianne Butler

9.1.3 To approve signing of lease of the Drogheda Electrical Training Centre as approved by SOLAS in correspondence dated 11th November 2022.

It was resolved **R. 41/11/2022** to approve the signing of lease of the Drogheda Electrical Training Centre as approved by SOLAS in correspondence dated 11th November 2022.

Proposed: Cllr. Wayne Harding

Seconded: Cllr. Andrea McKevitt

9.1.4 Request approval for Ganson Contractors to install a 125mm ESB duct required from the existing substation on LMETB property at Coláiste Ríoga, Dunshaughlin to cross into the nursing home site.

It was resolved **R. 42/11/2022** to approve Ganson Contractors to install a 125mm ESB duct required from the existing substation on LMETB property at Coláiste Ríoga, Dunshaughlin to cross into the nursing home site

Proposed: Máirín Uí Fháinnín, Uasal

Seconded: Ms. Siobhán Greer

9.1.5 Request approval for Ganson Contractors to install a new 225mm diameter storm line running parallel to the R147 across the partially constructed new entrance at Coláiste Ríoga, Dunshaughlin.

It was resolved **R. 43/11/2022** to approve Ganson Contractors to install a new 225mm diameter storm line running parallel to the R147 across the partially constructed new entrance at Coláiste Ríoga, Dunshaughlin.

Proposed: Ms. Siobhán Greer

Seconded: Cllr. Marianne Butler

9.2 Developments and Updates on Land and Buildings

APO Land and Buildings and CE briefed members on developments and updates. Chairperson commended LMETB on the breadth and scale of projects being progressed.

It was resolved **R. 44/11/2022** to approve the Developments and Updates on Land and Buildings.

Proposed: Cllr. John Sheridan

Seconded: Ms. Siobhán Greer

10. Nomination of new Chairperson

Cllr. Sheridan advised members that he had informed the Chief Executive of his intention to step down as Chairperson at the end of today's meeting. Cllr. Sheridan thanked Board members and LMETB staff for their engagement and wished his successor well. CE thanked Cllr. Sheridan for being an excellent Chairperson noting that he discharged his role in an open, accessible, professional and fair manner and represented LMETB very well.

Cllr. Sheridan invited members to nominate a new Chairperson.

It was resolved **R. 45/11/2022** to appoint Cllr. Damien O'Reilly as Chairperson of LMETB.

Proposed: Cllr. Nick Killian

Seconded: Cllr. Wayne Harding

Cllr. O'Reilly thanked Cllr. Sheridan for his service as Chairperson and noted that he looks forward to working with the Board and LMETB staff.

Cllr. O'Reilly noted that his nomination leaves a vacancy in the role of Deputy Chairperson and invited members to nominate a new Deputy Chairperson.

It was resolved **R. 46/11/2022** to appoint Cllr. Andrea McKeivitt as Deputy Chairperson of LMETB.

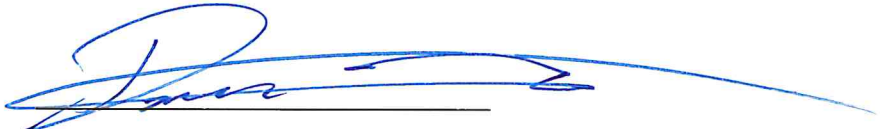
Proposed: Cllr. Amanda Smith

Seconded: Cllr. Wayne Harding

11. Any Other Business

As there was no other business the Chairperson extended his gratitude and best wishes to all and brought the meeting to a conclusion.

SIGNED:


CATHAOIRLEACH

DATE:

