



**lmetb**

*Bord Oideachais agus  
Oiliúna Lú agus na Mi*  
Louth and Meath Education  
and Training Board

## Louth and Meath Education and Training Board

# Annual Report 2024

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# Chairperson's Introduction



I rith 2024 onóir mhór dom gur ainmníodh mé do phost Chathaoirleach Bhord Oideachais agus Oiliúna Lú agus na Mí. Cúis áthais dom Tuarascáil Bhliantúil Bhord Oideachais agus Oiliúna Lú agus na Mí le haghaidh 2024 a chur in bhur láthair.

During 2024 I was honoured to be nominated to the position of Chairperson of the incoming Louth and Meath Education and Training Board. I am delighted to now present the Annual Report for Louth and Meath Education and Training Board for 2024.

I would like to acknowledge the work of the previous Board and of Cllr. Wayne Harding, the former Chair. I look forward to working with the new Board to deliver on LMETB's service plan and mission to deliver excellence and innovation in the education and training of learners through the provision of dynamic services delivered by professional staff. Is mór an onóir dúinn bheith ag obair ar son phobal Co. Lú agus Co. na Mí. We are proud to work with our educational partners and to contribute to the development and growth of education and training provision in the region. We aim to be the leading provider of quality education and training in Louth and Meath through the management and delivery of a diverse range of accessible, progressive and responsive programmes.

The built environment continues to be enhanced with the support of our parent Departments and SOLAS. Projects which are scheduled to commence on site this year include new permanent schools for Dunshaughlin Community National School, Coláiste Ríoga in Dunshaughlin, and Enfield Community College. I also welcome the move to phase 2 of Coláiste de Lacy, being delivered under the Department of Education's 'Adapt' scheme, which received planning permission in the fourth quarter of 2024. LMETB will continue to work closely with the Department to support these projects, ensuring schools are furnished and equipped to the highest standard.

During 2024 LMETB continued to progress the business case for a new state-of-the-art Further Education and Training College of the Future in Dunboyne in collaboration with SOLAS and DFHERIS. LMETB expects to sign contracts for the 25-acre site in the third quarter of 2025 and extends special thanks to Minister Donovan and his officials at DFHERIS and SOLAS for their commitment to this project.

I would like to acknowledge and to thank Minister Norma Foley for the support afforded to LMETB during the life of the previous government and to wish Minister McEntee every success as Minister for Education and Youth. I would also like to acknowledge and thank Minister Donovan for his support to the ETB sector and to wish Minister Lawless well as Minister for Further and Higher Education, Research, Innovation and Science. We also look forward to working with the relevant Ministers' of State to deliver on our mission and strategic goals.

In addition to the ongoing collaborative efforts with our funders in the Department of Education, the Department of Further and Higher Education, Research, Innovation and Science and SOLAS, during 2024 LMETB continued to work closely with stakeholders at both a regional and national level including Local Authorities, Enterprise Ireland, SEAI and IHREC to develop far reaching initiatives to enhance the lives of the communities we serve in an equitable and sustainable manner mindful always of our public sector duty in this regard.

I would like to thank Mr. Michael Keogh who chaired the work of the Drogheda Implementation Board. The project has now concluded but the ripples of benefit from this focus on innovation and cooperation across the range of public services in Drogheda will continue to deliver for the people of Drogheda for years to come.

Finally, I would like to thank the management and staff of LMETB for their diligence and commitment to delivering on our shared vision for the organisation during 2024 and to thank the parents, guardians and learners who put their trust in us for their future. I look forward to the ongoing delivery against our strategic goals in 2025.

**Ní neart go cur le chéile.**

A handwritten signature in black ink, appearing to read 'Nick Killian'.

**Cllr. Nick Killian**  
Cathaoirleach

# Chief Executive's Foreword



Cúis áthais dom, mar Phríomhfeidhmeannach Bhord Oideachais agus Oiliúna Lú agus na Mí (LMETB), Tuarascáil Bhliantúil 2024 a chur i láthair.

I am pleased, as Chief Executive of Louth and Meath Education and Training Board (LMETB), to present the Annual Report for 2024.

I want to first acknowledge the exceptional work of staff and in particular to pay tribute to long serving staff who departed the organisation during the year. I would also like to offer my sincere sympathies to any and all who have experienced loss or ill-health.

LMETB is acutely aware of emerging trends globally that impact future opportunities for our students and learners, in this context we continually strive to offer cutting edge education and training courses, traineeship and apprenticeship that both serve the needs of our population and meet those of enterprise and business.

Demographic changes and population growth in both counties have contributed to a very exciting and challenging period for LMETB. Data from the census indicates that Louth and Meath is one of the fastest growing regions in the country with an 11% increase in population to almost 360,000 since 2016. Increased enrolments and the commencement of new schools and building projects in both counties reflect these changes.

As part of its 2022-2026 strategy, LMETB committed to acting sustainably. I am pleased that a sustainability strategy has been approved by our Board. This will enable us to support and develop the good work which is going on throughout the organisation. Energy Audits have taken place in over 85% of our building stock and I am pleased to report that LMETB's Climate Action Roadmap is in place which is a key driver and aid toward reaching our public sector targets. LMETB are delighted to have also put in place a dedicated resource to manage this important body of work which underpins our commitment to acting sustainably. I am pleased that LMETB has successfully secured funding under the REPowerEU Pathfinder Programme for a significant deep retrofit of Coláiste Pobail Rath Chairn. This Department-led project, set for completion during the summer of 2025, will deliver substantial improvements to the school's building fabric, enhancing energy efficiency and sustainability. LMETB have applied for inclusion in the Further Education pathfinder programme.

During 2024, LMETB's new electrical training centre in Drogheda made a huge contribution to addressing the backlog in electrical craft apprenticeship with a further 308 apprentice intakes to the centre planned for 2025. This Centre of Excellence for electrical apprenticeship in Ireland will assist Government in reaching their targets set out in the new Action Plan for Apprenticeships 2021 – 2025. The centre won a prestigious award at the Irish Construction Excellence awards in 2024.

LMETB opened its first Community Special School, Cara Community Special School, in Enfield, Co. Meath in 2024. Cara Community Special School provides an appropriate education for students, aged 4 to 18 years old, who have a diagnosis of Autism and complex learning needs, with a professional recommendation for a Special School. I am very pleased to support the Department of Education in bringing this school to Enfield and delighted that these students and their parents now have this school.

Following the announcement by Minister Harris, LMETB looks forward to progressing the construction of a purpose built, state of the art, further education and training college of the future in Dunboyne. Our application to SOLAS for funding to secure a suitable site for Dunboyne College of the Future was approved and agreement has now been reached with the owner of the preferred site. I look forward to concluding the contract for sale shortly and taking ownership of this 25-acre site in 2025. I would like to take this opportunity to pay tribute to those whose vision, perseverance and dedication led to the successful identification and procurement of the preferred site. I want to record my sincere appreciation to the Principal, Mr. Denis Leonard, who has led this college since its foundation and has provided professional leadership of the highest standard.

LMETB look forward to exciting and innovative future development opportunities in the FET area and have significantly advanced the development of the Advanced Manufacturing Technology Training Centre of Excellence (AMTCE) in

Dundalk during 2024. The AMTCE is located on the Dublin to Belfast Economic Corridor and provides the advanced manufacturing and technology skills needed for the future of manufacturing in the region. This centre empowers enterprise and manufacturing industries to take advantage of lean processes, additive manufacturing, robotics, automation, virtual reality and augmented reality. It is envisaged that this will boost participating companies' productivity and competitiveness and support the adoption of new technologies to meet global/Brexit challenges and withstand global shocks. Phase II works to the centre concluded in 2024 together with an additional five electrical apprenticeship workshops at this facility.

I wish to acknowledge also the increased capital support from SOLAS and DFHERIS through the Capital Devolved Budget, Repairs and Maintenance budgets, Emergency Works budgets, and the SOLAS Strategic Infrastructure Investment Fund (€100,000–€5 million). Recent developments include planning permission received for a multi-tertiary education project at Drogheda Institute of Further Education and a retrofit of Abbey Road campus for Navan Youthreach and Further Education services (preliminary design stage). Additionally, a new roof and insulation upgrade at Chapel Street, Dundalk, is complete, with a new heating system set for installation in Q1.

I would like to thank Mr. Michael Keogh who chaired the work of the Drogheda Implementation Board. The project has now concluded but it leaves behind a positive legacy for the people of Drogheda and its environs who aspire to City status. The cross sectoral working groups and the participation of key local stakeholders were key to delivering on the Guerin Report.

Responding to the Government's "Housing for all - a new housing plan for Ireland" we are continuing with plans to expand the construction sector workforce. This will require a further ramp-up in education and training opportunities, in particular in the area of apprenticeships. The Action Plan on Apprenticeship 2021- 25 contains an ambitious commitment to increase apprenticeship registrations to 10,000 per annum, almost double the 2020 intake. A key priority area for LMETB training provision in support of same, is to maximise participating numbers in the craft apprenticeship area, with particular focus on areas such as electrical and toolmaking.

LMETB is leading the charge in adopting modern methods of construction, taking a significant step towards upskilling the national workforce through the provision of a comprehensive range of training courses tailored to equip the construction sector to operate 3D construction printing technology to deliver housing. Following, training initiatives to support modern methods of construction, and in particular the utilisation of 3D concrete printing technologies, we were delighted to showcase two 3D printed houses in Drogheda. I would like to acknowledge the leadership and decisiveness of Ms. Joan Martin, former Chief Executive of Louth County Council who in 2024 confirmed the first ever housing scheme to be delivered using 3D construction technology. The Grange Close pilot project involved a unique collaboration between Louth County Council, LMETB, Harcourt Technologies Ltd and Roadstone Ltd, using 3DCP technology with the aim of providing a pathway towards an increased output of more sustainable, affordable, and efficient housing. The project utilised 3D construction printing technology to provide three three-bedroom terraced units covering an area of c. 110 m<sup>2</sup> at Grange Close, Dundalk.

LMETB is cognisant of the partnership approach taken by our colleagues in both Louth and Meath County Councils for the betterment of the citizens of both counties and in particular I would like to thank Ms. Joan Martin, Chief Executive, Louth County Council, Mr. Kieran Kehoe, Chief Executive, Meath County Council and his predecessors Ms. Fiona Lawless, Ms. Jackie Maguire and their teams.

Under our new Strategic Performance Agreement 2022 - 2024, key target areas identified included: supporting jobs, creating pathways, fostering inclusion, upskilling through lifetimes and careers and targeting key skills needs. LMETB look forward to continued partnership with SOLAS to support and enhance our ambitious plans over the lifetime of its successor agreements.

Over the course of 2024, the AMTCE provided training to a total of 1,977 learners. This comprised of 1,412 Skills to Advance learners, 70 Apprenticeships (Electrical Phase 2), 47 Trainees and 432 learners on other training initiatives. AMTCE, launched initiatives to address specific skills shortages, including a robotic welding course for DSP (Department of Social Protection) candidates and the Using Robotics in Advanced Manufacturing (URAM) QQI Level 6 Special Purpose Award, focusing on robotics and automation in advanced manufacturing.

I am very pleased that several school building projects were completed in 2024, including St. Peter's National School, Dunboyne, Phase II of Bush Post Primary School and Blocks A & B of Coláiste na Mí, Navan. Ongoing projects set for completion in 2025 include the final phase of Bush Post Primary School's major devolved extension, a new 575-student school with a four-class Special Needs Unit at O'Carolan College, Nobber, and the final phase of Coláiste na Mí, incorporating a listed building and a new school for St. Mary's Special School, Navan. Modular accommodation will also be installed at St. Oliver's Community College, Drogheda, and at Ard Rí Community National School and Beaufort College in Navan.

Projects at design stage at the end of 2024 included a major extension at Dunshaughlin Community College (Stage 2a) and extensions at St. Oliver Post Primary, Oldcastle, and St. Oliver's Community College, Drogheda (Stage 1). Those in the planning phase include Beaufort College, Navan, Coláiste na hInse, Laytown, and Ard Rí Community National School, which includes a special school for St. Ultan's, Navan. LMETB is also awaiting Department approval to proceed to tender for its new headquarters in Drogheda.

LMETB continues to support non-ETB schools at the Department of Education's request. Current projects include a permanent extension at St. Ciarán's Community School, Kells (Stage 3: contractor tender), and an extension at Loreto Secondary School, Navan (planning phase). The Special Needs Unit at Skerries Educate Together National School has completed Stage 2b, with construction set to commence in Q2 2025. St. Francis National School, Blackrock, Co. Louth, is progressing through Stage 2a. These projects will enhance school facilities and learning environments for both staff and students alike and LMETB are pleased to be able to assist in delivering these important projects.

Upcoming Department-led projects include new permanent schools for Dunshaughlin Community National School, Coláiste Ríoga, and Enfield Community College. Phase 2 of Coláiste de Lacy, part of the Department's 'Adapt' scheme, received planning approval in late 2024. I look forward to collaborating with the Department to ensure these schools are progressed as swiftly as possible.

I am delighted that LMETB secured funding from the Large-Scale Sport Infrastructure Fund (LSSIF) to develop a sports facility at St. Oliver's Community College, also serving Drogheda Wolves Basketball Team. The project includes a sports hall, boxing arena, fitness suite, social areas, and offices. Our thanks also to Minister of State at the Department of the Taoiseach and the Department of Foreign Affairs with special responsibility for European Affairs, and at the Department of Defence, Thomas Byrne TD, for his support through the Community Sports Facilities Fund. LMETB has also received €480,000 to refurbish and expand the running track at Bush Post Primary School, Co. Louth.

LMETB continues to work to incorporate its public sector duty with regard to equality into both its strategic approach and our service planning with a view to best serving the learner for a fully inclusive, life-long education and training experience.

LMETB looks forward confidently to continuing to work with the communities it serves with the support of its Board, Committees, Boards of Management, parent departments and funders. All members of the Board, current and former, have played a crucial role in supporting the collective achievements of LMETB and it is important to acknowledge their contribution. I, and they, look forward to many important development opportunities in 2025. The term of the previous LMETB Board and its many committees and Boards of Management expired in 2024. I want to acknowledge the time and work which members have dedicated to their important roles over the last five years and to thank them for that and the invaluable contribution which they made to LMETB during that time. I also wish the new Board, its committees, and Boards of Management every success during their terms of office.

I would like to thank Minister Norma Foley for the support afforded to LMETB during the life of the previous government and to wish Minister McEntee every success in her new role as Minister for Education and Youth. I would also like to acknowledge and thank Minister Donovan for his support to the ETB sector and to wish Minister Lawless well as Minister for Further and Higher Education, Research, Innovation and Science. We also look forward to working with the relevant Ministers of State to deliver on our mission and strategic goals.

Tá ardmholadh tuillte ag gach duine. Is deis atá sa tuarascáil seo léargas a thabhairt ar an obair iontach atá á déanamh ag an bhfoireann ar fad a oibríonn go dícheallach chun oideachas den chéad scot a chur ar fáil do leanaí agus d'aoisigh i Lú agus sa Mhí. Táim ag súil le hathbhreithniú a dhéanamh ar níos mó forbairtí úra, nua agus spreagúla in 2025 agus ina dhiaidh sin agus na forbairtí sin a chur i bhfeidhm.

Well done one and all. This report is an opportunity to showcase the excellent work of all the staff who work tirelessly to provide a top-class education to children and adults across Louth and Meath. I look forward to reviewing and implementing further fresh, new and exciting developments into 2025 and beyond.

Martin G O'Brien

**Mr. Martin G. O'Brien**

Chief Executive

# Ráiteas Misin

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Tá Bord Oideachais agus Oiliúna Lú agus na Mí (BOOLM) tiomanta do bharr feabhas agus nuálaíocht in oideachas agus in oiliúint foghlaimeoírí trí sheirbhísí dinimiciúla a sholáthar a chuireann baill foirne gairmiúla ar fáil. Cúis bhróid dúinn is ea freastal ar phobail Lú agus na Mí, a bheith ag obair lenár gcomhpháirtithe oideachais agus a bheith ag cur le forbairt agus fás an tsoláthair oideachais agus oiliúna sa réigiún. Is é an aidhm atá ag BOOLM a bheith ar an bpriomhsholáthraí oideachais agus oiliúna ardchaighdeáin i Lú agus sa Mhí trí réimse éagsúil de chair inrochtana, fhorásacha agus fhreagracha a bhainistiú agus a sholáthar.

## Mission Statement

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Louth and Meath Education and Training Board (LMETB) is committed to excellence and innovation in the education and training of learners through the provision of dynamic services delivered by professional staff. We are proud to serve the communities of Louth and Meath, to work with our educational partners and to contribute to the development and growth of education and training provision in their region. LMETB aims to be the leading provider of quality education and training in Louth and Meath through the management and delivery of a diverse range of accessible, progressive and responsive programmes.



Official Opening of Ashbourne Community National School, May 2024

# Louth and Meath Education and Training Board Statement

Louth and Meath Education and Training Board was established under the Education and Training Boards Act 2013 and is responsible and accountable for the proper direction and control of its functions in the Louth and Meath local authority areas.

Louth and Meath Education and Training Board complies with the Code of Practice for Governance of Education and Training Boards, Department of Education and Skills Circular 0083/2024. The purpose of the code is to ensure that the principles of good governance and management are applied by Louth and Meath Education and Training Board.

## Functions of the ETB Board

Decisions taken by the Board are reserved functions and are set out in Section 12 (2) of the Education and Training Board Act 2013 and in Circular 0083/2024 Code of Practice for the Governance of Education and Training Boards, with a full schedule set out in Appendix A of the Code. Decisions not specified in the Code are deemed to be Executive Functions for the Chief Executive. The Board is satisfied that the Chief Executive delegates functions where appropriate and in accordance with the Education and Training Board Act 2013.

## Responsibilities of the Board

The Board is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Board and which enable it to ensure that the Financial Statements comply with section 51 of the Education and Training Boards Act 2013. The Board is also responsible for safeguarding its assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Board considers that the Annual Financial Statements properly present the income and expenditure of the Board and the state of affairs of the Board.

In preparing those accounts, the Board is required to:

- apply the standard accounting policies for the preparation of ETB financial statements
- make judgements and estimates that are reasonable and prudent
- disclose and explain any material departures from the standard accounting policies

During 2024 the Board approved documentation and matters including;

- Adoption of the Annual Report and Chairperson's Report
- Adoption of the Financial Statements including Statement of System of Internal Control
- Adoption of the Service Plan
- Letter of Representation
- Memoranda of Understanding
- Gifts and Scholarships in accordance with the 2013 Act
- Recommendations by the Land and Buildings Committee
- Appointment of members to Committees and Boards of Management
- Minutes and reports on foot of Committee meetings
- Compliance with Charities Governance Code in respect of 2023

The Board ensured accurate records were kept of meetings and decisions.

## **Board Meetings**

During the year the Board met on 8 occasions, with details of attendance outlined in the table on page 14.

## **Finance Committee Meetings**

During the year the Finance Committee met on 4 occasions, with details of attendance outlined in the table on page 17.

## **Audit and Risk Meetings**

During the year the Audit and Risk Committee met on 5 occasions, with details of attendance outlined in the table on page 16.

## **Risk Management**

The Board maintains active oversight of risk management and confirms that it has carried out an assessment of the principal risks, associated mitigation measures and reviewed the effectiveness of these measures in 2024. The Board manages risk for the organisation through a structured risk management programme. The Board is assisted in its risk management function by the Audit and Risk Committee. The Board also relies on the Internal Audit Unit (IAU) and its reports, on the C&AG annual audit and any external Audit such as an ESF audit and/or Revenue Audit. In addition, there is a review of Internal Controls performed on an annual basis.

Risk Management is a standing item at all Board meetings and consideration includes:

- Risk reports from Senior Management
- Reports of the Audit and Risk Committee
- Changes in risk ratings
- Audit Register

Details of the principal risks and associated mitigation measures or strategies have been included in the Statement of Internal Control as part of the audited financial statements which will be published within one month of receipt from the Office of the Comptroller and Auditor General and as an appendix to the Chairperson's Comprehensive Report.

## **System of Internal Controls**

The Board confirms that there has been a review of the effectiveness of the system of internal control and that the Statement of Internal Control, which is subject to change until the external audit is completed, has been included in the Annual Financial Statements (AFS) for the year ended the 31st of December 2024 which will be published within one month of receipt from the Office of the Comptroller and Auditor General and as an appendix to the Chairpersons Comprehensive Report that has been submitted to the Minister.

## **Procurement Policy and Procedures**

The Board confirms that the organisation is adhering to the relevant aspects of the Public Spending Code and affirms adherence to the relevant procurement policy and procedures and the development and implementation of the Corporate Procurement Plan.

## **Taxation**

I confirm that LMETB has complied with its obligations under tax law.

## Financial Statements for 2024

The Annual Financial Statement for the year ended on 31<sup>st</sup> December 2024 is subject to audit by the Office of the Comptroller and Auditor General (C&AG) at the time of publication of the Annual Report 2024. LMETB will publish the audited financial statements as soon as practicable after they have been signed off on by the C&AG.

Financial data in relation to the following are included in the Annual Financial Statement:

- Details of non-salary related fees paid in respect of Board Members analysed by category of fees
- Aggregate details of compensation of key management analysed by the following categories including management compensation in total;
  - Salaries and short-term employee benefits
  - Post-employment benefits
  - Termination benefits
- Key management compensation if any
- Details of the number of employees whose total employee benefits (excluding employer pension cost) for the reporting period fell between €0 and €59,999 and within each pay band of €10,000 and €60,000 upwards and an overall figure for total employer pension contributions.

Signed:



Date: 15<sup>th</sup> May 2025

Cllr. Nick Killian

Cathaoirleach

Louth and Meath ETB

# Overview and Résumé of Services

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LMETB is a local statutory education and training authority with responsibility for education, youth work and a range of other statutory functions. LMETB manages and operates:

- 18 Post Primary Schools including 1 with PLC provision
- 2 PLC Colleges
- 4 Community National Schools
- 1 Community Special School
- 1 Centre for European Schooling
- 2 Training Centres
- 1 Advance Manufacturing Training Centre of Excellence
- 8 Youthreach Centres
- 7 multi-use FET campuses/centres offering a range of Further Education and Training programmes and services
- 2 Music Education Partnerships in Louth and Meath
- Joint Patron of 6 Community Schools at: Ardee, Kells, Trim, Athboy, Ashbourne and Ballymakenny College, Drogheda

LMETB is active in local communities through the direct provision of training and education programmes delivered in Training Centres, Colleges and other training and educational settings. LMETB seeks to make a real difference to the lives of the people it serves. A prime example of this is Drogheda Implementation Board, which was resourced by Department of Justice funding through dormant accounts and administered by LMETB.

# The Board of LMETB

Following local elections in June 2024, a new Board of twenty-one members was formed in accordance with Part 3, Sections 30 and 31 of the Education and Training Board Act 2013. The following table provides details of the members of the board in 2024.

Current LMETB Board: Constituted August to December 2024	Outgoing LMETB Board: January to August 2024	Nominated By
<b>Cllr. Andrea McKeitt</b>	Cllr. Andrea McKeitt	Louth County Council
<b>Cllr. Anne-Marie Ford</b>	Cllr. Eileen Tully	Louth County Council
<b>Cllr. John Sheridan, Leaschathaoirleach</b>	Cllr. John Sheridan	Louth County Council
<b>Cllr. Kevin Meenan</b>	Cllr. Kevin Meenan	Louth County Council
<b>Cllr. Ciarán Fisher</b>	Cllr. Marianne Butler	Louth County Council
<b>Cllr. Caroline O'Reilly</b>	Cllr. Caroline O'Reilly	Meath County Council
<b>Cllr. Gerry O'Connor</b>	Cllr. Gerry O'Connor	Meath County Council
<b>Cllr. Maria Murphy</b>	Cllr. Maria Murphy, Leaschathaoirleach	Meath County Council
<b>Cllr. Nick Killian, Cathaoirleach</b>	Cllr. Nick Killian	Meath County Council
<b>Cllr. Wayne Harding</b>	Cllr. Wayne Harding, Cathaoirleach	Meath County Council
<b>Cllr. Maria White</b>	Cllr. Paul McCabe	Meath County Council
<b>Cllr. Carol Lennon</b>	Cllr. David Gilroy <sup>(2)</sup>	Meath County Council
<b>Mr. Paul Harkin</b>	Ms. Caroline Canny	LMETB Staff
<b>Ms. Paula Clinton</b>	Mr. Barry McCourt	LMETB Staff
<b>Ms. Sinéad Edmonds</b>	Ms. Małgorzata Gilani	Parents of pupils
<b>Mr. Sean Peters</b>	Mr. Damian Kearns	Parents of pupils
	Mr. Bill Sweeney	Representative of Business, Industry and Employers
<b>Máirín Úí Fháinnín, Uasal</b>	Ms. Tara Walker	Representative of Business, Industry and Employers
<b>Mr. Barry Williams</b>	Mr. Billy Doyle	Representative of Learners
<b>Mr. Bill Sweeney</b>		Representative of Learners
<b>Mr. Paul McCabe</b>	Ms. Siobhán Greer	Representative of Management of, or leadership in, recognised schools
<b>Ms. Angela McGarvey</b>		Representative of Management of, or leadership in, recognised schools
	Máirín Úí Fháinnín, Uasal	Nominated by Foras na Gaeilge

## Notes

1) The current board was constituted over several meetings in line with the requirements of the 2013 Education and Training Boards Act.

2) Cllr. Amanda Smith resigned on 27 December 2023 and was replaced by Cllr. David Gilroy on 4 March 2024

## Gender Balance in the Board membership

As at 31 December 2024, the Board had 10 (48%) female and 11 (52%) male members, with 0 positions vacant. The Board therefore meets the Government target of 40% representation of each gender in the membership of State Boards.

The following measures are planned to maintain and support gender balance on this Board:

- Letters to designated bodies advise that male and female nominees must be provided
- Male and female Council nominees are also provided
- The Board are advised, when considering nominees, to be cognisant of maintaining gender balance
- Hybrid meetings

## LMETB Board Members as at 31 December 2024



Cllr. Andrea McKevitt



Cllr. Anne Marie Forde



Cllr. Carol Lennon



Cllr. Caroline O'Reilly



Cllr. Ciarán Fisher



Cllr. Gerry O'Connor



Cllr. John Sheridan



Cllr. Kevin Meenan



Cllr. Maria Murphy



Cllr. Maria White



Cllr. Nick Killian



Cllr. Wayne Harding



Ms. Angela McGarvey



Mr. Barry Williams



Mr. Bill Sweeney



Ms. Máirín Uí Fháinnín  
(Maureen Fanning)



Mr. Paul McCabe



Mr. Paul Harkin



Ms. Paula Clinton



Mr. Martin Seán Peters



Ms. Sinéad Edmonds

## LMETB Board Meetings/Attendance and Fees

Details of the non-salary-related fees paid in respect of Committee members analysed by category of fees are included in the Annual Financial Statements for the year ended the 31st of December 2024 which will be published within one month of receipt from the Office of the Comptroller and Auditor General. The table below details attendance by board members at meetings during 2024.

Outgoing LMETB Board up to August 2024	Current LMETB Board from August 2024	Dates of Meetings									No. of Board Meetings Attended/ Eligible to Attend
		09/01/2024	29/02/2024	28/03/2024	09/05/2024	15/08/2024	15/08/2024	19/09/2024	21/11/2024		
Cllr. Andrea McEvitt	Cllr. Andrea McEvitt		✓		✓	✓	✓	✓	✓	6/8	
Cllr. Eileen Tully					✓					1/4	
	Cllr. Anne-Marie Ford					✓	✓	✓	✓	4/4	
Cllr. John Sheridan	Cllr. John Sheridan, Leaschathaoirleach	✓	✓	✓	✓	✓	✓	✓	✓	8/8	
Cllr. Kevin Meenan	Cllr. Kevin Meenan			✓	✓	✓	✓		✓	5/8	
Cllr. Marianne Butler		✓	✓	✓	✓					4/4	
	Cllr. Ciarán Fisher					✓	✓	✓	✓	4/4	
Cllr. Caroline O'Reilly	Cllr. Caroline O'Reilly	✓	✓	✓	✓	✓	✓	✓		7/8	
Cllr. Gerry O'Connor	Cllr. Gerry O'Connor	✓	✓	✓	✓	✓	✓	✓	✓	8/8	
Cllr. Maria Murphy, Leaschathaoirleach	Cllr. Maria Murphy	✓	✓	✓	✓	✓	✓	✓	✓	8/8	
Cllr. Nick Killian	Cllr. Nick Killian, Cathaoirleach	✓	✓	✓	✓	✓	✓	✓	✓	8/8	
Cllr. Wayne Harding, Cathaoirleach	Cllr. Wayne Harding	✓	✓	✓	✓	✓	✓	✓	✓	8/8	
	Cllr. Maria White					✓	✓	✓		3/4	
Cllr. David Gilroy <sup>(2)</sup>				✓						1/4	
	Cllr. Carol Lennon							✓	✓	2/4	
Ms. Caroline Canny		✓	✓	✓	✓					4/4	
	Mr. Paul Harkin					✓	✓	✓	✓	4/4	
Mr. Barry McCourt			✓	✓	✓					3/4	
	Ms. Paula Clinton					✓	✓	✓	✓	4/4	
Ms. Małgorzata Gilani		✓								1/4	

	Ms. Sinéad Edmonds						✓	✓	✓	3/3
Mr. Damian Kearns		✓								1/4
	Mr. Martin Seán Peters						✓	✓		2/3
Mr. Bill Sweeney	Mr. Bill Sweeney	✓			✓			✓	✓	4/6
Máirín Uí Fháinnín, Uasal	Máirín Uí Fháinnín, Uasal	✓	✓	✓	✓				✓	5/6
Ms. Tara Walker		✓	✓		✓					3/4
Mr. Billy Doyle			✓	✓	✓					3/4
	Mr. Barry Williams							✓	✓	2/2
Ms. Siobhán Greer			✓	✓						2/4
Cllr. Paul McCabe	Mr. Paul McCabe	✓	✓	✓				✓		1/2
	Ms. Angela McGarvey							✓	✓	2/2

## LMETB Committees

Following the constitution of the current Board, several committees were established in accordance with the Education and Training Boards Act 2013.

### Audit and Risk Committee

Membership in 2024 under New Board		Membership in 2024 under Previous Board		
<b>Mr. Hugh Farrell (Chairperson)</b>		Mr. Peter McGrath (Chairperson)		
<b>Ms. Jackie Maguire (Deputy Chairperson)</b>		Mr. Hugh Farrell (Deputy Chairperson)		
<b>Ms. Berni Power</b>		Mr. Brendan McKenna		
		Mr. Paddy Malone		
<b>Mr. Bill Sweeney</b>		Mr. Bill Sweeney		
<b>Cllr. Wayne Harding</b>		Cllr. Wayne Harding		
<b>Cllr. Nick Killian</b>				

LMETB Audit and Risk Committee held **five** meetings in 2024. The table below shows attendance by committee members at those meetings.

Membership in 2024 under New Board	Membership in 2024 under Previous Board	Date of meeting 2024					No. of Meetings Attended/Eligible to Attend
		13 March	22 March	26 March	4 Nov	20 Dec	
<b>Mr. Hugh Farrell, (Chairperson)</b>	Mr. Hugh Farrell, (Deputy Chairperson)	✓	✓	✓	✓	✓	5/5
<b>Ms. Jackie Maguire, (Deputy Chairperson)</b>					✓	✓	2/2
<b>Ms. Berni Power</b>					✓	✓	2/2
<b>Mr. Bill Sweeney</b>	Mr. Bill Sweeney	✓	✓	✓	✓	✓	5/5
<b>Cllr. Wayne Harding</b>	Cllr. Wayne Harding						0/5
<b>Cllr. Nick Killian</b>						✓	1/1
	Mr. Peter McGrath, (Chairperson)	✓	✓	✓			3/3
	Mr. Brendan McKenna						0/3
	Mr. Paddy Malone	✓	✓				2/3

### Finance Committee

Membership in 2024 under New Board		Membership in 2024 under Previous Board	
Mr. Bill Sweeney (Chairperson)		Mr. Bill Sweeney (Chairperson)	Board Member
		Cllr. Nick Killian	Board Member
		Mr. Billy Doyle	Board Member
Mr. Barry Williams			Board Member
Mr. Hugh Farrell (Deputy Chairperson)		Mr. Hugh Farrell	Non-Board Member

Ms. Berni Power		Non-Board Member
	Mr. Brendan McKenna (Deputy Chairperson)	Non-Board Member
	Ms. Mary McArdle (Oliver)	Non-Board Member

LMETB Finance Committee held **four** meetings in 2024. The table below shows attendance by committee members at those meetings.

Membership in 2024 under New Board	Membership in 2024 under Previous Board	Date of meeting 2024				No. of Meetings Attended/ Eligible to Attend
		16 Feb	26 March	19 Nov	16 Dec	
Mr. Bill Sweeney (Chairperson)	Mr. Bill Sweeney (Chairperson)	✓	✓	✓		3/4
	Cllr. Nick Killian	✓	✓			2/2
	Mr. Billy Doyle	✓	✓			2/2
Mr. Barry Williams				✓	✓	2/2
Mr. Hugh Farrell (Deputy Chairperson)	Mr. Hugh Farrell	✓	✓	✓	✓	4/4
Ms. Berni Power				✓	✓	2/2
	Mr. Brendan McKenna (Deputy Chairperson)					0/2
	Ms. Mary McArdle (Oliver)		✓			1/2

### Land and Buildings Committee

Membership in 2024 under New Board	Membership in 2024 under Previous Board	
Mr. Bill Sweeney (Chairperson)	Mr. Bill Sweeney (Chairperson)	Board Member
Cllr. John Sheridan	Cllr. John Sheridan	Board Member
Cllr. Nick Killian	Cllr. Nick Killian	Board Member
Cllr. Maria Murphy	Cllr. Maria Murphy	Board Member
Cllr. Wayne Harding	Cllr. Wayne Harding	Board Member
Cllr. Gerry O'Connor	Cllr. Gerry O'Connor	Board Member

LMETB Land and Buildings Committee **four** meetings in 2024.

### Youthwork Committee

Membership in 2024 under New Board	Membership in 2024 under Previous Board	
Cllr. Maria Murphy – (Chairperson)	Cllr. Marianne Butler (Chairperson)	Board Member
Cllr. Kevin Meenan	Cllr. Maria Murphy	Board Member
Mr. Barry Williams	Cllr. Kevin Meenan	Board Member
Mr. Graham Russell (Louth Sports Partnership)	Mr. Graham Russell (Louth Sports Partnership)	Non-Board Member
Garda Anita O'Shea (Garda Juvenile Liaison Officer, Drogheda Station)	Ms. Jennifer D'Arcy	Non-Board Member
Mr. Leonard Callaghan (CYPSC/Tusla)	Mr. Leonard Callaghan (CYPSC/Tusla)	Non-Board Member
Ms. Ger Hogarty (Youth Work Ireland)	Garda Catherine Cronin (Garda Juvenile Liaison Officer, Meath Garda Division)	Non-Board Member
Mr. Rhys Murphy (Louth Comhairle na nÓg)	Ms. Geraldine Hogarty (Youth Work Ireland)	Non-Board Member
Mr. Kevin Moran (Voluntary Youth Sector)	Ms. Clodagh O'Mahony (Community Representative)	Non-Board Member
Ms. Mary Murphy (Meath Local Partnership) (1)	Ms. Siún Smith (Meath Comhairle na nÓg)	Non-Board Member

Ms. Sheola Boshell (Meath Comhairle na nÓg)	Ms. Sheola Boshell (Meath Comhairle na nÓg)	Non-Board Member
	Mr. Shane Kerr (Louth Comhairle na nÓg)	Non-Board Member

Note: 1. Ms. Mary Murphy advised not taking up the position.

### **Gifts, Trusts and Scholarships**

Membership in 2024 under New Board	Membership in 2024 under Previous Board	
Cllr. John Sheridan - Chairperson	Cllr. John Sheridan - Chairperson	Board Member
Mr. Bill Sweeney	Mr. Bill Sweeney	Board Member
Mr. Paul McCabe	Cllr. Andrea McKeitt	Board Member
Cllr. Andrea McKeitt	Cllr. Paul McCabe (1)	Board Member

Note: 1. Following Cllr. Amanda Smith's resignation from LMETB board on 27/12/23 she was replaced on the Gifts, Trusts & Scholarships Committee by Cllr. Paul McCabe at Board Meeting of 29/2/24.

LMETB Gifts, Trusts and Scholarships Committee held **four** meetings in 2024.

## LMETB Senior Management

Mr. Martin G. O'Brien	Chief Executive
Ms. Fiona Kindlon	Director of Schools
Ms. Sadie Ward McDermott	Director of Further Education & Training
Mr. Brian Murphy	Director of Organisation Support & Development
Ms. Sinéad Murphy	Director of Organisation Support & Development (Capital, Estates, Climate Action and Sustainability)

### Key Management Personnel Compensation

In accordance with Section 6.4(vi) and Section 6.4 (vii) of the 2024 Code of Practice for Education and Training Boards, details on the remuneration benefits of the key management in LMETB, which would include the Chief Executive, and details of the number of employees whose total employee benefits (excluding employer pension costs) for the reporting period fell between €0 and €59,999 and within each pay band of €10,000 from €60,000 upwards and an overall figure for total employer pension contributions are provided in the Annual Financial Statements (AFS) for the year ended the 31st of December 2024 which will be published within one month of receipt from the Office of the Comptroller and Auditor General.



Spot the robotic dog debuted at the 2024 Meath Apprenticeship Expo

# Schools' Directorate

## Introduction

LMETB is the largest comprehensive educational provider in the Louth and Meath region with a range of service from primary to post primary levels. LMETB is committed to excellence and innovation in the education of young people through the provision of dynamic services by professional staff. LMETB is proud to serve the communities of Louth and Meath, working with our educational partners and other agencies and contribute nationally to the continued development and growth of CNS and post primary education services.

## Breakdown of LMETB CNS and Post Primary Schools by county in 2024

Primary/Post Primary School	Louth	Meath
Primary LMETB sole patron	1	3
Post Primary LMETB sole patron	5	13
Community Special School	-	1*
Centre for European Schooling	-	1
Community Schools LMETB joint patron	2	4

\*Cara Community Special School opened in September 2024 in Enfield, Co. Meath with an enrolment of 18 students with Autism and Complex Learning Needs

All LMETB schools are multi-denominational. English is the main medium of instruction in 22 schools, Irish is the medium of instruction in Coláiste Pobail Ráth Chairn, and Coláiste Chu Chulainn's Aonad\*. The Centre for European Schooling teaches through the medium of various languages.

\*For the academic year 2024/2025 there were no students in the Aonad.

## 15 of LMETB's schools have special class provision for students with Autism and Complex Learning Needs:

Beaufort College	Coláiste Chu Chulainn
Coláiste Clavin	Coláiste na hInse
Coláiste na Mí	Coláiste De Lacy
Coláiste Ríoga	Enfield Community College
O'Carolan College	Ratoath College
Scoil Uí Mhúirí	St. Oliver Post Primary
St. Oliver's Community College	St. Peter's College
Ashbourne CNS	



## 11 of LMETB's schools provide Department of Education School Meals Programme:

Beaufort College	Bush Post Primary
Coláiste Chú Chulainn	Coláiste Clavin
O'Carolan College	O'Fiaich College
Scoil Uí Mhúirí	St. Oliver's Community College
Ard Rí CNS	Faughart CNS
Ashbourne CNS	

# LMETB Schools and Colleges

## 4 Community National Schools

### Ard Rí CNS, Navan, Co. Meath

Principal	Mr. Darragh Roe
Deputy Principal(s)	Ms. Catherine Dooley
Phone	087 1341007
Website	<a href="http://www.ardricns.ie">www.ardricns.ie</a>

### Ashbourne CNS, Ashbourne, Co. Meath

Principal	Ms. Jenny Byrne
Deputy Principal(s)	Mr. Eoin Murphy
Phone	086 8522068
Website	<a href="http://www.ashbourne CNS.ie">www.ashbourne CNS.ie</a>

### Faughart CNS, Dundalk, Co. Louth

Principal	Ms. Jacqui McCusker
Deputy Principal(s)	Ms. Saoirse Ní Dhíarmada
Phone	042 9371931
Website	<a href="http://www.faughartcns.ie">www.faughartcns.ie</a>

### Dunshaughlin CNS, Dunshaughlin, Co. Meath

Principal	Ms. Yvonne Slevin
Deputy Principal(s)	Ms. Catherine Ward
Phone	086 8522070
Website	<a href="http://www.dunshaughlin CNS.ie">www.dunshaughlin CNS.ie</a>

## 1 Community Special School

### Cara CSS, Enfield, Co. Meath

Principal	Ms. Katie Callaghan
Deputy Principal(s)	Mr. Ruairí McGorman
Phone	086 2033403
Website	<a href="mailto:caracss@lmetb.ie">caracss@lmetb.ie</a>

## 18 Post Primary Schools

### Beaufort College, Navan, Co. Meath

Principal	Mr. Ken Flynn
Deputy Principal(s)	Ms. Karen Tobin
	Ms. Suzanne Markey
Phone	Mr. Dominic Philips
Website	<a href="http://www.beaufortcollege.ie">www.beaufortcollege.ie</a>
DEIS/Non DEIS	DEIS

### Bush Post Primary School, Dundalk, Co. Louth

Principal	Mr. Kevin Joyce
Deputy Principal(s)	Ms. Sinead McDonnell
	Ms. Rosanna Hart
Phone	042 9376246
Website	<a href="http://www.bpps.ie">www.bpps.ie</a>
DEIS/Non DEIS	DEIS

### Coláiste Chú Chulainn/Coláiste Lú, Dundalk, Co. Louth

Principal	Mr. Thomas Sharkey
Deputy Principal(s)	Mr. Richard Melaniphy
	Ms. Niamh O' Neill
Phone	042 9354553
Website	<a href="http://www.colaislecc.ie">www.colaislecc.ie</a>
DEIS/Non DEIS	DEIS

### Coláiste Clavin, Longwood, Co. Meath

Principal	Ms. Eimear Flanagan
Deputy Principal(s)	Ms. Orla McBride
Phone	046 9555018
Website	<a href="http://www.colaisleeclavine.ie">www.colaisleeclavine.ie</a>
DEIS/Non DEIS	DEIS

### Coláiste na hInse, Laytown, Co. Meath

Principal	Ms. Eilis Flood
Deputy Principal(s)	Ms. Sarah Ross
	Ms. Gabrielle Harte
Phone	Mr. Martin Mc Cabe
Website	<a href="http://www.colaisleehinse.ie">www.colaisleehinse.ie</a>
DEIS/Non DEIS	Non DEIS

### Coláiste na Mí, Navan County Meath

Principal	Ms. Louise Kearns
Deputy Principal(s)	Ms. Gemma O'Hart
	Mr. Michael McCarthy
Phone	046 9012130
Website	<a href="http://www.colaislenami.ie">www.colaislenami.ie</a>
DEIS/Non DEIS	Non DEIS

**Coláiste Pobail, Ráth Chairn, Co. Meath**

<b>Principal</b>	Ms. Róisín Ní Dhúshláíne
<b>Deputy Principal(s)</b>	Mr. Proinsias Ó Luachra
<b>Phone</b>	046 9432722
<b>Website</b>	<a href="http://www.cprathcairn.ie">www.cprathcairn.ie</a>
<b>DEIS/Non DEIS</b>	Non DEIS

**Coláiste De Lacy, Ashbourne, Co. Meath**

<b>Principal</b>	Ms. Janice Uí Bheoláin
<b>Deputy Principal(s)</b>	Mr. Barry O'Higgins
<b>Phone</b>	Ms. Stephanie Spillane
<b>Website</b>	Ms. Anne Marie McCarrick
<b>DEIS/Non DEIS</b>	01 5241075
	<a href="http://www.colaistedelacy.ie">www.colaistedelacy.ie</a>
	Non DEIS

**Coláiste Ríoga, Dunshaughlin, Co. Meath**

<b>Principal</b>	Mr. Declan Clarke
<b>Deputy Principal(s)</b>	Ms. Shabana Hussain Dowd
<b>Phone</b>	087 - 6117987
<b>Website</b>	<a href="http://www.colaisterioga.ie">www.colaisterioga.ie</a>
<b>DEIS/Non DEIS</b>	Non DEIS

**Dunshaughlin Community College, Dunshaughlin, Co. Meath**

<b>Principal</b>	Ms. Bridget Bennett
<b>Deputy Principal(s)</b>	Ms. Cathy Byrne
<b>Phone</b>	Mr. Kevin Reilly
<b>Website</b>	Ms. Marie Gaffney
<b>DEIS/Non DEIS</b>	01-825 9137
	<a href="http://www.dunshaughlincc.ie">www.dunshaughlincc.ie</a>
	Non DEIS

**Enfield Community College, Enfield, Co. Meath**

<b>Principal</b>	Mr. Shane Foley
<b>Deputy Principal(s)</b>	Mr. Gordon Mc Donnell
<b>Phone</b>	086 0432500
<b>Website</b>	<a href="http://www.enfieldcc.ie">www.enfieldcc.ie</a>
<b>DEIS/Non DEIS</b>	Non DEIS

**O'Carolan College, Nobber, Co. Meath**

<b>Principal</b>	Mr. Brian Goggins
<b>Deputy Principal(s)</b>	Ms. Carmel Quigley (Acting)
<b>Phone</b>	Mr. Cathal Rogers
<b>Website</b>	046 9052177
<b>DEIS/Non DEIS</b>	<a href="http://www.ocarolancollege.ie">www.ocarolancollege.ie</a>
	DEIS

**Ó Fiaich College, Dundalk, Co. Louth**

<b>Principal</b>	Mr. Padraig Mc Govern
<b>Deputy Principal(s)</b>	Mr. John Caraher
	Ms. Audrey Flood
	Mr. Conor Rafferty
<b>Phone</b>	042-9331398
<b>Website</b>	<a href="http://www.ofiaichcollege.ie">www.ofiaichcollege.ie</a>
<b>DEIS/Non DEIS</b>	DEIS

**Ratoath College, Ratoath, Co. Meath**

<b>Principal</b>	Mr. Seamus Meehan
<b>Deputy Principal(s)</b>	Mr. John Mc Carthy
	Ms. Donna Kelly
	Mr. Colm Connolly
<b>Phone</b>	01-8254102
<b>Website</b>	<a href="http://www.ratoathcollege.ie">www.ratoathcollege.ie</a>
<b>DEIS/Non DEIS</b>	Non DEIS

**Scoil Uí Mhúirí, Dunleer, Co. Louth**

<b>Principal</b>	Ms. Úna Kirk
<b>Deputy Principal(s)</b>	Mr. Daniel Dennehay
	Ms. Anna Mc Cready
<b>Phone</b>	041-6851344
<b>Website</b>	<a href="http://www.scoiluimhuri.ie">www.scoiluimhuri.ie</a>
<b>DEIS/Non DEIS</b>	DEIS

**St. Oliver's Post Primary School, Oldcastle, Co. Meath**

<b>Principal</b>	Mr. Brendan Corcoran
<b>Deputy Principal(s)</b>	Mr. Micheal Mc Cafferty
<b>Phone</b>	049-8541180
<b>Website</b>	<a href="http://www.stoliverspps.ie">www.stoliverspps.ie</a>
<b>DEIS/Non DEIS</b>	Non DEIS

**St. Oliver's Community College, Drogheda, Co. Louth**

<b>Principal</b>	Mr. John Halpin
<b>Deputy Principal(s)</b>	Mr. John Heeney
	Ms. Trudy Rossiter
	Mr. Ian Gardiner
<b>Phone</b>	041-9838390
<b>Website</b>	<a href="http://www.socc.ie">www.socc.ie</a>
<b>DEIS/Non DEIS</b>	DEIS

**St. Peter's College, Dunboyne, Co. Meath**

<b>Principal</b>	Ms. Deirdre Maye
<b>Deputy Principal(s)</b>	Ms. Leonora Acton
	Ms. Gretta Judge
	Mr. Brian Mc Namara
<b>Phone</b>	01-8252552
<b>Website</b>	<a href="http://www.stpeterscc.ie">www.stpeterscc.ie</a>
<b>DEIS/Non DEIS</b>	Non DEIS

## 1 European School

### Centre for European Schooling, Dunshaughlin, Co. Meath

**Principal** Ms. Nollaig Gavin  
**Phone** 01-8259679  
**Website** [www.europeanschooling.eu](http://www.europeanschooling.eu)

### LMETB is also joint patron of 6 schools

Ardee Community School	Principal: Ms. Mary Jackson
Ashbourne Community School	Principal: Mr. Pat Moriarty
Athboy Community School	Principal: Ms Clare Garrihy
Ballymakenny College, Drogheda	Principal: Mr. Alan Mynes
Boyne Community School, Trim	Principal: Ms. Jean Ryan
St. Ciarán's Community School, Kells	Principal: Ms. Cara O'Sullivan

Individual school related updates are available from the minutes of school Board of Management meetings, school website, school prospectus documents and school social media accounts, where applicable.

### LMETB Schools & Colleges Enrolment figures as at September 2024 (CNS Schools Annual Census) and October 2024 (Post Primary Schools October Returns)

School Name	Enrolment as at October 2024
Ard Rí CNS	361
Ashbourne CNS	303
Dunshaughlin CNS	116
Faughart CNS	92
Cara Community Special School	18
Beaufort College	918
Bush Post Primary	854
Coláiste Chú Chulainn	900
Coláiste Clavin	517
Coláiste de Lacy	913
Coláiste na hInse	1031
Coláiste na Mí	873
Coláiste Pobail Ráth Chairn	138
Coláiste Ríoga	194
Dunshaughlin Community College	1135
Enfield Community College	532
O'Carolan College	678
Ó Fiaich College	312
Ratoath College	1112
Scoil Uí Mhuirí	657
St. Peter's College	1227
St. Oliver Post Primary	641
St. Oliver's Community College	1519
<b>Total (not incl. CES*)</b>	<b>15,041</b>

\*Centre for European Schooling (CES) enrolment was 44 including 20 primary and 24 post primary students (post primary included with Dunshaughlin Community College figure above).

## Department of Education Programmes Offered in LMETB Schools and Colleges 2024/2025 Academic Year

School	Junior Cycle	Junior Certificate Schools Programme	Transition Year	Leaving Certificate	Leaving Certificate Vocational Programme	Leaving Certificate Applied
Beaufort College	Yes	Yes	Yes	Yes	Yes	Yes
Bush Post Primary	Yes	Yes	Yes	Yes	Yes	Yes
Coláiste Chú Chulainn	Yes	-	Yes	Yes	Yes	Yes
Coláiste Clavin	Yes	Yes	Yes	Yes	Yes	Yes
Coláiste na hInse	Yes	-	Yes	Yes	Yes	Yes
Coláiste na Mí	Yes	-	Yes	Yes	-	Yes
Coláiste Pobail Ráth Chairn	Yes	-	Yes	Yes	Yes	-
Coláiste de Lacy	Yes	-	Yes	Yes	-	Yes
Coláiste Ríoga	Yes	-	Yes	Yes	-	-
Dunshaughlin Community College	Yes	-	Yes	Yes	Yes	Yes
O'Carolan College	Yes	Yes	Yes	Yes	-	Yes
Enfield Community College	Yes	-	Yes	Yes	-	Yes
Ó Fiaich College	Yes	Yes	Yes	Yes	Yes	Yes
Ratoath College	Yes	-	Yes	Yes	-	Yes
Scoil Uí Mhuirí	Yes	Yes	Yes	Yes	Yes	Yes
St. Oliver Post Primary School	Yes	-	Yes	Yes	Yes	Yes
St. Oliver's Community College	Yes	Yes	Yes	Yes	Yes	Yes
St. Peter's College	Yes	-	Yes	Yes	-	Yes
Ard Rí CNS	Primary School Curriculum					
Faughart CNS	Primary School Curriculum					
Dunshaughlin CNS	Primary School Curriculum					
Ashbourne CNS	Primary School Curriculum					
Cara CSS	Primary School Curriculum & Post Primary Subjects					
Centre For European Schooling	Students attending the Centre for European Schooling are enrolled in either St. Seachnall's Primary School or Dunshaughlin Community College and follow the programmes of the respective schools					

### Newly Appointed/Returning Principals and Deputy Principals in 2024

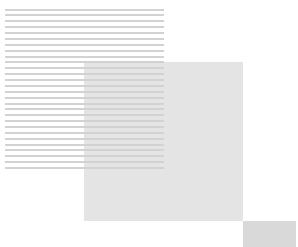
Cara Community Special School – Ms. Katie Callaghan – Principal

Cara Community Special School – Mr. Ruairí McGorman – Deputy Principal

Ashbourne Community National School – Mr. Eoin Murphy – Deputy Principal

Beaufort College – Mr. Dominic Phillips – Deputy Principal

Coláiste De Lacy – Ms. Anne Marie McCarrick – Deputy Principal



# Schools Directorate Priorities 2024

Principals Meetings

Child Protection and Child Safeguarding CPD

School Buildings and Accommodation

School Leaders Forum

Planning for introduction of Special Classes and SET allocation

Gaeltacht Recognition Scheme & Gaeltacht Scholarships

Finance, HR, ICT and Procurement Meetings

School Leadership and Management Posts – Review of School Needs and Priorities

Provision Mapping ETBI Project

Looking at our Schools

Cross Border Initiatives and Projects

School Self Evaluation

Promotion of STEM and STEAM

Induction for newly appointed School Leaders

Anti Bullying & Cinealtais

Teacher Supply

Induction for newly appointed teachers, tutors & for PME students on placement

Sustainability Education and Initiatives for Schools

Assessment of Need

DEIS Meetings

Core Values & Ethos in Schools

Management Information System for Schools

Board of Management Governance Meetings

Teacher Allocation and Utilisation & Review of Timetables

School Policies

Digital Learning Plans

Attendance support and initiatives

Meeting with Guidance Counsellors & SET Co-ordinators

Inclusion and Diversity

Department Inspections and Follow up on Recommendations

Academic Awards Ceremony 2024

ETBI Director of Schools Meetings and CPD Session

## Gaeltacht Recognition Scheme Coláiste Pobail Ráth Chairn

Lean Coláiste Pobail Ráth Chairn (CPRC) ag forbairt agus ag cur i bhfeidhm a bpleananna mar chuid den Scéim Aitheantais Scoileanna Gaeltachta agus bronnadh aitheantas oifigiúil 'Scoil Ghaeltachta' orthu le linn na bliana 2024. Cuireadh leithdháileadh breise teagaisc ar fáil don scoil mar chuid den scéim chomh maith le deontas d'áiseanna múinteoirachta agus foghlama, seimineár eolas agus ócáidí CPD agus tacaíocht cigireachta.

Coláiste Pobail, Ráth Chairn (CPRC) have continued to progress and implement their plans as part of the Gaeltacht Recognition Scheme and achieved official recognition as a Gaeltacht school during the year 2024. As part of the scheme, the school availed of additional teaching allocation, a grant for teaching and learning resources, information seminars and CPD events and Inspectorate support.

## LMETB Representatives on ETBI Committees/Fora & LMETB Committees during 2024

ETBI & LMETB Ethos & Core Values CPD	John Halpin, Principal, St. Oliver's Community College, Drogheda
ETBI Principals Forum Network	Brendan Corcoran, Principal, St. Oliver Post Primary School, Oldcastle
ETBI CNS Principals Forum	All four LMETB CNS Principals
ETBI Líonra Gaeloideachais	Róisín Ní Dhúshláine - Príomhoide - Coláiste Pobail Ráth Chairn
ETBI Provision Mapping Project	Ms. Gillian Pender, Coláiste Ríoga, Dunshaughlin, Co. Meath
LMETB Attendance Initiative Support Group	Mr. John Caraher, Deputy Principal, Ó Fiaich College & Ms. Sinead Donnelly, REALT Co-ordinator

## LMETB FET/Schools Partnership Projects 2024

LMETB AMTCE FET Schools Advanced Manufacturing Pathways Project	LMETB Post Primary Schools
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## FET/Schools Inter ETB Partnership Projects 2024

LMETB AMTCE FET Schools Advanced Manufacturing Pathways Project	LMETB and Kerry ETB Post Primary Schools
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## Cross Border Initiatives and Projects 2024

Advanced Manufacturing Pathways Schools Project A Cross Border Initiative	Coláiste Chú Chulainn, Dundalk Bush Post Primary School, Dundalk Ó Fiaich College, Dundalk Scoil Uí Mhuirí, Dunleer St. Oliver's Community College, Drogheda
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Entwined Futures Project	Faughart Community National School, Dundalk Coláiste Chú Chulainn, Dundalk Bush Post Primary School, Dundalk St. Oliver's Community College, Drogheda
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## National Professional Development Courses supported by LMETB during 2024

### Post Graduate Diploma in School Guidance Counselling Maynooth University

At individual school level teachers can access a variety of CPD events including National CPD events as scheduled by Department of Education Support Services and other CPD events related to the development of curriculum, initiatives, policies, processes and student supports at school level e.g., restorative practices, building learning power, instructional leadership, wellbeing initiatives etc.

### Leadership and Management Posts in LMETB Schools and Colleges 2024

Advertisements and interviews for Leadership and Management posts in schools continued throughout 2024 and post holders were as appropriate within the school environment. During 2024 a number of reviews of School Needs and Priorities were carried out in schools in line with the relevant Circular Letters pertaining to Leadership and Management Posts in Schools. Reviews of School Needs and Priorities were carried out in schools in line with the relevant Circular Letters pertaining to Leadership and Management Posts in Schools.

### Regional Education and Language Teams (REALT)

LMETB hosted the Department of Education REALT Team and engaged in REALT Co-ordination during 2024. The primary role of the Regional Education and Language Teams (REALT) Coordinator is to assist the transition of Ukrainian, Non Ukrainian pupils and students and their families into Irish schools by assisting them in securing school places and in providing education support structures and related services.

The REALT Coordinator for Louth and Meath, Ms. Sinéad Donnelly supports schools in the Louth and Meath area to meet the needs of these children as they emerge, to advise and support the Department in developing new capacity where required, and to co-ordinate the provision of education services to schools and families. These teams are ensuring that clear, accessible information flows are in place between schools, local education support services and national support structures in relation to people arriving from Ukraine.

The Louth and Meath REALT Co-Ordinator can be contacted at [realt@lmetb.ie](mailto:realt@lmetb.ie) and on 086 1036571.



LMETB Annual Induction event for new appointed Schools and FET directorate staff, August 2024

## The Schools of Choice for Parents/Guardians – Why demand for places is high for LMETB Schools and Colleges

Provision of Excellence and Innovation in Education in all LMETB Schools and Colleges.

LMETB schools and colleges provide a welcoming atmosphere for students, staff, parents and the local communities in which they operate.

The LMETB school/college experience is one where a warm relationship exists between teachers and learners and the atmosphere in lessons is positive and conducive to learning.

LMETB schools and colleges provide a broad and balanced curriculum with a diverse range of co-curricular and extra-curricular activities where the aptitudes of students are central to its design.

Each LMETB school and college has built a very positive reputation in the local communities in which they operate and each school continues to enjoy a strong visible presence and positive relations and feedback locally.

A highly skilled, experienced and committed leadership and staff team who facilitate high quality teaching, learning and assessment for our students/learners.

Demand for school places in LMETB schools and colleges continues to grow with demand for school places exceeding supply in many of the larger areas in which our schools and colleges are located.

Students are motivated and provided with opportunities to become active and responsible participants in their own learning.

Our schools and colleges promote high standards of behaviour centered on respect including respect for self, staff, other students, visitors to the school and respect for property.

Students attending LMETB schools and colleges have a school uniform which gives students a sense of belonging to a particular school and creates an identity in the community.

Senior Management teams are ably assisted by the Assistant Principal I, Assistant Principal II, teaching teams and in-house committees in promoting top quality leadership for learning at the school. Secretarial, caretaking and cleaning staff are on hand to support school management and parents/guardians throughout each academic year.

Each LMETB school and college has a Board of Management responsible for high standards of governance at the school. The Principal keeps the Board of Management well informed on school matters. A Financial Report is provided to the Board of Management at each meeting for discussion on school finances. At the end of all Board of Management meetings, the Board compiles an agreed report and a written copy of this is circulated to the relevant stakeholders. The Board are responsible for ensuring that a very effective system of policy development and review is in place and that all stakeholders, including students, staff, parents and the Board of Management are consulted in policy formulation, development and review.

Board of Management members are provided with training by LMETB to assist them in fulfilling their role as members of the school's Board of Management. LMETB commit to providing the Board of Management of schools and colleges with a range of professional support in the areas of Educational Leadership, Human Resources, Finance and Administrative matters, Capital Works, Information and Communications Technologies and Corporate Governance and Audit back up and support.



O'Carolan College at AMTCE FET Pathways Schools Project Final 2024

LMETB schools and colleges have clear Child Safeguarding Statements and Risk Assessments in place and on display in each school/college. The name of the designated liaison person for child protection matters is prominently displayed in the school's reception area. All teachers are aware that they are mandated persons and of their responsibilities in that regard.



O’Fiaich College at AMTCE FET Pathways Schools Project Final 2024

Digital technology, has transformed the world we live in and students attending LMETB schools and colleges must become engaged thinkers, active learners, knowledge constructors and global citizens to flourish in modern society and the economy. LMETB schools and colleges facilitate a targeted and innovative use of technology to enrich teaching, learning and assessment.

LMETB schools and colleges facilitate a series of themed weeks for implementation during the academic year. The purpose of these weeks are to complement teaching and learning experiences in the classroom and to raise awareness around various themes and topics.

Student Councils at LMETB Schools and Colleges are a valuable resource for management, staff and students as they provide the opportunity for Student Voice and enable students to have an active role in the many school related areas including policy making for the school. The Student Councils are also a means of communication between the students, staff and management. The councils have opportunities to discuss issues of concern raised by students and bring their concerns and suggested solutions to the notice of management for consideration. The councils also organise fundraising events, thus raising awareness and funds for various charities. Opportunities are also provided for the Student Council to meet with the Board of Management and discuss their plans for an academic year. In LMETB Schools and Colleges, a link teacher normally works with the Student Council throughout the course of an academic year.

In developing leaders of the future, students attending LMETB schools and colleges have opportunities to assume other leadership roles including peer mentoring programmes, Head Boy, Head Girl, prefect system, green schools committee, amber flag committee, yellow flag committee and school digital leaders.

Care for students is a major priority for students attending LMETB schools and colleges. Care structures are well supported by staff in key positions such as class teachers and members of the student services team including Guidance Counsellors at our schools. LMETB schools and colleges also consider how the school community is responding to student needs and in particular those students dealing with particular challenges. Effective partnerships continue to be maintained with the TESS, TUSLA, National Educational Psychological Services (NEPS) and the National Council for Special Education (NCSE).

In all LMETB schools and colleges effective structures are in place to support students with Special Educational Needs (SEN). In class support and team teaching models continue to be developed in our schools and colleges. Student Support Files are developed for SEN students in partnership with students, staff, parents and external agencies working with the student including NCSE, HSE and NEPS.

To ensure each student is supported in achieving their potential, schools engage in ongoing monitoring and tracking of student progress over the course of their time in the school. Regular reports are provided to parents/guardians to advise them of academic progress. Class teachers, special education teachers, care support team and the school Deputy Principal and Principal are always available to advise students and their parents/guardians regarding progress to date, target setting and any additional supports needed to reach specific targets.

9

Numerous opportunities are scheduled in LMETB schools and colleges to reward students for their achievements and successes throughout the academic year. The school communicates successes and achievements to parents through a selection of methods including post cards home, awards ceremonies, graduation ceremonies, school newsletters, letters/notes of commendation sent home and regular updates on the school's website, Facebook and/or twitter pages. Regular awards include those in the areas of attendance, subject achievement, extra - curricular achievement, co-curricular achievement, student of the year and student leadership awards.

Parents Associations are an integral part of the school community. Parents Associations make vital and valuable contributions to the school's promotion, growth and development and are consulted on a selection of school policies. LMETB Parents Association also invest a huge amount of their free time, energy and commitment into the organisation of fundraising activities to improve the resources available to the young people in our schools. Requests for fundraisers are approved by the school Boards of Management and documented in the minutes of meetings.

LMETB Schools and Colleges are progressing a Sustainability Agenda with the support and development of the Green Schools Committee in LMETB Schools and Colleges and with a range of measures taken in the area of Energy Management within School Buildings. LMETB are extremely proud of our students' initiatives to contribute to the Green Agenda locally, regionally and nationally.

Support for LMETB Schools & Colleges is provided through the LMETB administrative offices which are currently based in Abbey Road, Navan, Co. Meath and Chapel Street, Dundalk, Co. Louth. The LMETB Director of Schools also supports the leadership team and staff at LMETB schools and colleges in each of the areas of Leadership of Teaching and Learning, Governance and Management, Workforce Planning and Performance Management and co-ordination of the ETB's Management Team. The LMETB provides a comprehensive CPD programme for its Schools Leadership Team through regular workshops, conferences and school visits. School Leadership Teams also have access to the LMETB School Leadership Forum and a School Leaders Online Platform of resources to support leading teaching, learning and assessment in our schools.

LMETB students have excelled in State Examinations and the collective results of all our examination students are outstanding. Achievements like this demonstrate that commitment and hard work on the part of students is rewarded with fantastic results. These excellent results also demonstrate the competence, expertise and the experience of our teaching staff who guide students towards exam success. In general, across LMETB schools and colleges there has been a marked increase in the numbers of students taking higher level papers in a range of subjects and this is a trend that should continue in the future. Exceptional results were achieved in a range of subjects and indeed many subject departments across our schools report results above the national averages. A number of Leaving Certificate students have achieved well over 500 points and are currently pursuing courses and careers in a range of areas. As mentioned earlier student tracking and monitoring of progress has greatly assisted all members of the school community in ensuring that students are working to the best of their potential and securing the results they deserve.

The high numbers of students achieving scholarships and awards is one to be celebrated in LMETB schools and colleges.



St. Oliver Post Primary at AMTCE FET Pathways Schools Project Final 2024

## Selection of Key Challenges (General) in LMETB Primary and Post Primary Schools and Colleges 2024

Teacher Supply – lack of suitably qualified teachers in a range of subject areas including Maths (Higher Level Leaving Certificate), Modern Foreign Languages, Sciences, SEN, Guidance, Home Economics, Irish and Technology subjects. The lack of suitably qualified teachers with an ability to teach through the medium of Irish places considerable pressures on the provision of Irish Medium education at Coláiste Pobail, Ráth Chairn.

Lack of availability of suitably qualified substitute teachers and the need for School Leaders including Principals and Deputies to supervise and/or teach classes. This reduces the time available for leading teaching, learning and assessment in schools and also impacts on time available to school leaders for the administrative and governance elements of their post.

No final decision on National Governance of School Completion Programme operating in LMETB DEIS Schools.

Increase in number of students presenting in schools with Mental Health Issues and delays in students accessing CAMHS.

The costs associated with ensuring schools meet their Health and Safety Requirements and the impact of same on school budgets. Where new schools are built the costs of maintaining compulsory contracts pertaining to Health and Safety and maintenance of buildings attribute to a large portion of expenditure for schools.



Minister Norma Foley visits St. Oliver's Community College to see work on eight new classrooms, October 2024

# Further Education and Training Directorate

## Introduction

In 2024, LMETB's Further Education and Training services demonstrated yet again its agility and ability to pivot courses and programmes to meet the needs of a multiplicity of stakeholders and funder requirements. LMETB FET services are tasked with addressing the needs of stakeholders in line with the key priorities as detailed in the FET strategy **Transforming Learning**.

This strategy is based around three core pillars, underpinned by enabling themes:

Building Skills

Fostering Inclusion

Facilitating Pathways

With its breadth of reach, LMETB FET services works to support the implementation of key government related policies in the areas of skills development, per the 2025 National Skills Strategy. The strategy is targeted at ensuring the relevance of education and training to the needs of learners, society and the economy. It is based on active involvement of employers and delivery of quality teaching and learning, delivered with a perspective of lifelong learning and inclusion.

The detail herein, gives voice to LMETB's achievements in supporting our stakeholders to actively participate in all aspects of education and training, from participation in courses and programmes, to supporting identification of needs, to providing feedback on services, to participating in curricula development and review processes as relevant.

In 2024, LMETB demonstrated its ability to meet a multiplicity of needs in education and training across a range of services. This was achieved by providing courses and programmes which enable engagement and tentative steps for those unsure of a first step, facilitated through a wide variety of pathway initiatives into Further Education at all levels on the National Framework of Qualifications (NFQ). Courses and programmes endeavour always to support active inclusion. Teaching and learning strategies used by staff teams in LMETB FET services adopt the Universal Design for Learning (UDL) approach. Learners have in 2024 been supported in centres with initiatives, including disability supports and REACH funding initiatives which are targeted in nature to facilitate increased participation and learner engagement.

Use of innovative and cutting-edge technologies as part of LMETB's FET delivery mechanisms has ensured that LMETB is leading the way in providing for the needs of industry and workforce development, at all NFQ levels, so as to ensure companies have appropriate access to relevant upskilling and reskilling opportunities to enable growth and development.

LMETB's FET services recognise that the work in which we are engaged is supported significantly by our industry partners, the state agencies with whom we work in partnership and our funders SOLAS, DFHERIS and DCEDIY.

## Beneficiaries 2024: FET Programmes

Programme	Number of learner beneficiaries in 2024
Community Training Centres	89
Local Training Initiatives	270
PLC	6361
Specialist Training Providers	385
Specific Skills Training	1425
Traineeship Training	187
VTOS Core	292
Apprenticeship Phase 2-7	2142
Youthreach	608
<b>Subtotal Full time</b>	<b>11,759</b>
Adult Literacy Groups	2439
Bridging and Foundation Training	3
BTEI Groups	1925
Blended Training	6
Community Education	3350
ESOL	6005
Evening Training	121
ITABE	267
Online e-College	261
Refugee Resettlement	8
e-Learning	1434
Other Funding	896
Skills for Work	272
Skills to Advance	2015
FET Pathways from School	425
Voluntary Literacy Tuition	40
<b>Subtotal Part time</b>	<b>19,467</b>
Self-Financing Programmes	1378
Adult Guidance Services	4997
Co-operation Centres	762
<b>Total</b>	<b>38,363</b>

## Further Education and Training Colleges – Post Leaving Cert Programmes

There are three FET colleges within LMETB:

- ❖ Drogheda Institute of Further Education, Drogheda, Co. Louth
- ❖ Dunboyne College of Further Education, Dunboyne, Co. Meath
- ❖ O'Fiaich Institute of Further Education, Dundalk, Co. Louth

Each college provides a high quality, comprehensive and inclusive Further Education service to the people of Louth and Meath in co-operation with existing educational providers and industry.

As per the 2024 October Returns, a total of 3,577 learners were enrolled in LMETB FET Colleges, an increase of 406 learners from the previous year.

LMETB FET Colleges prepare students for employment or progression to further study. Courses offered are full-time programmes for students who have completed the Leaving Certificate (including LCVP & LCA), or equivalent, or for adults returning to education.

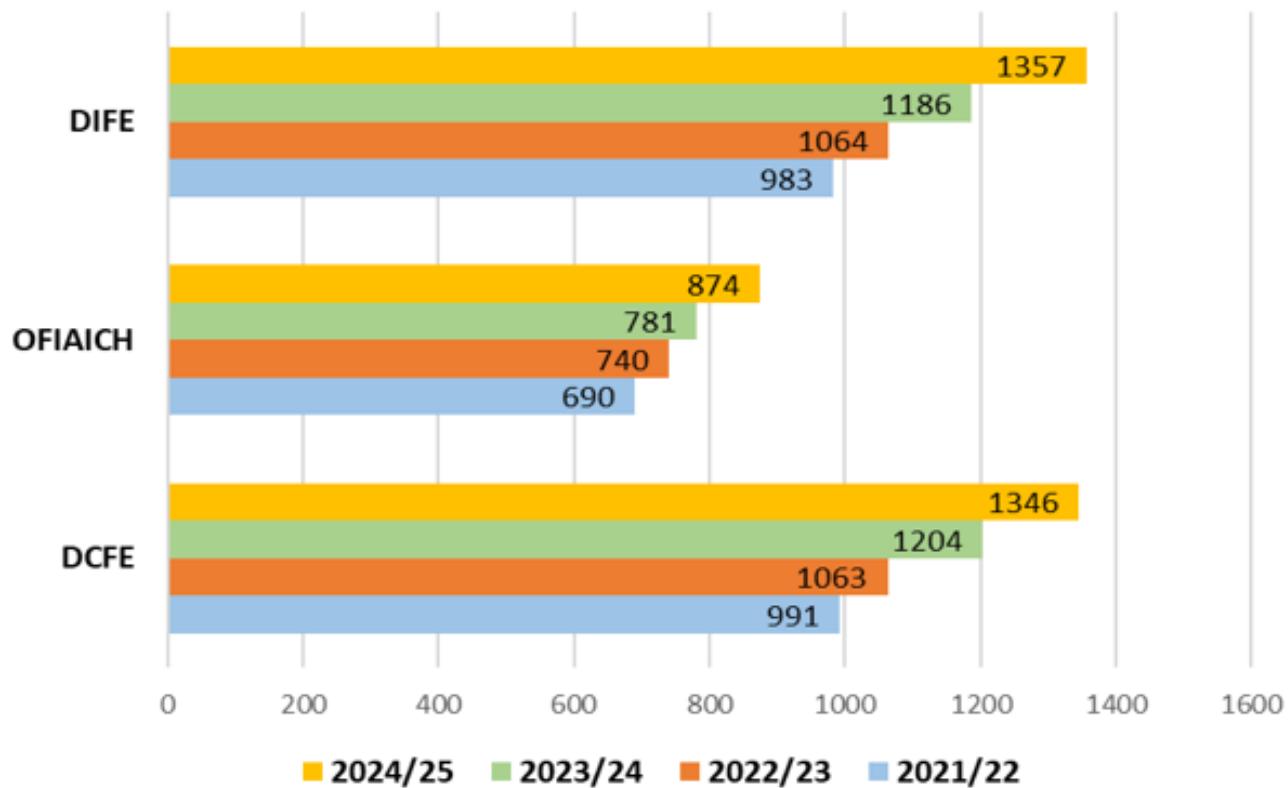
In 2024, a total of 194 Level 5 and 6 courses were offered throughout LMETB FET Colleges. All courses are fully accredited at QQI level 5 and 6 and/or other relevant professional examining bodies.

LMETB PLC programmes have excellent pathways to both Higher Education (HE) and/or employment and provide students with an opportunity to gain valuable experience in local and national industry sectors. Learners can progress to Higher Education through the Higher Education Links Scheme for places reserved for FET learners in Universities and Institutes of Technology. In addition, LMETB has developed significant direct progression links with HE providers in Ireland, UK and in Europe.

Many of our courses are also employment focused for learners who are looking to gain industry recognised qualifications in a short course and progress directly to employment in areas such as childcare, healthcare, beauty therapy, hairdressing, pharmacy, animal care, dental nursing, health and fitness sectors.

In 2024, LMETB FET Colleges also implemented industry training for local employers under the Skills to Advance initiative. This programme offers upskilling and reskilling opportunities to employees in lower skilled jobs in the region. It supports and benefits employees and small or medium sized enterprises (SMEs) through education and training intervention.

### **Growth PLC learners per College 2021-2024 (as per October Returns)**



## Adult Learning Service

The Adult Learning Service (ALS) in LMETB has its three main centres located in Drogheda, Dundalk and Navan with satellite delivery across the two counties including Mosney Village, Ardee, Kells, Trim, Ashbourne and Oldcastle.

ALS provision encompasses delivery of courses in Literacy, ESOL, Numeracy, Digital Literacy, Skills for Work, Family Learning and themed learning (e.g. literacy through cooking, craft, etc.).

In 2024, ESOL provision has continued apace with a high demand for classes. In addition to the basic English language classes other notable programmes included:

- ❖ An intensive English summer programme aimed at improving language skills and social integration
- ❖ A well-being project for women from Mosney Village focusing on social inclusion and community-building
- ❖ Basic Irish classes run in conjunction with Conradh na Gaeilge aimed at supporting cultural integration
- ❖ A collaboration with Meta to provide workshops to improve digital confidence and access to online services.

Learners from ALS Meath took part in the 'Voices of Hope' event in Kells as part of World Refugee Week in May 2024 and had the opportunity to network with various agencies providing services for refugees and international protection applicants.

There has been an expansion of Family Learning provision with the aim of encouraging parents to engage with their children's education, e.g. courses such as 'Read to Succeed', 'Maths for Parents' and 'ESOL for Communication with Schools'.

Volunteer tutor training was provided by all three ALS centres in the Autumn of 2024 with a focus on digital skills, ESOL and literacy. The new volunteer tutors bring a wealth of experience to the Literacy Service from a diverse range of professional backgrounds.

As part of the Skills for Work initiative, ALS Dundalk delivered an 'Introduction to Microsoft Office' course for a company in Dundalk to assist employees who will be made redundant in 2025. ALS Dundalk also offered their ESOL learners the opportunity to take part in a 'Reduce Your Use' workshop which aimed to familiarise learners with the topic and vocabulary associated with sustainability. The course included a visit to the Rediscovery Centre in Dublin where learners took part in a workshop about waste.

The ALS centres in Dundalk and Meath ran a 'The Lifetime Learners: Crafting and Connecting' course in late 2024, with funding from the Adult Literacy for Life Collaboration and Innovation fund. This programme brought together women from diverse backgrounds, with participants from Ireland, Ukraine, Syria, South Africa and members of the Irish Traveller community. Over an 8-week programme, the learners developed their Literacy and Digital Literacy skills, while exploring crafting techniques from each other's cultures. In Meath, the highlight of the course was a field trip to attend a needle felting workshop in Crafts of Ireland, a craft studio in Co. Cavan. In Dundalk, learners had a chance to try different crafts thanks to a collaboration with Creative Sparks which provided printing and sewing workshops.



ALS Learners taking Part in the 'The Lifetime Learners: Crafting and Connecting' Course

## Back to Education Initiative (BTEI)

LMETB focuses on offering an integrated Adult Education Service, with accreditation from Levels 1- 6, on the National Framework of Qualifications. As part of this service, BTEI works closely with Adult Learning Services, VTOS and the LMETB Adult Educational Guidance Service to provide learner progression options specific to the geographical area and the needs of learners.

BTEI liaise with PLCs, Training Provision and Youthreach Co-ordinators to ensure delivery of feeder programmes at Level 4 onto Level 5 PLC programmes. BTEI focuses primarily on delivering QQI Level 4 courses with Levels 3 and 5 being delivered at a lesser level. These courses provide a progression route from lower-level courses and progression onto PLC and training centre courses.

BTEI has offered standalone modules to Major Awards including:

- Health Service Skills
- Pre-Nursing
- Applied Social Studies
- Hairdressing
- Office Administration Office Skills
- ELC – Early Learning & Care
- Horticulture Level 4 & Level 5
- Beauty Therapy
- Barbering
- ICDL
- Bookkeeping & Accounts Level 4 & 5
- Special Needs Assisting Level 5

Offering our Major Awards part-time over the academic year has allowed many learners to progress to university for further studies via the CAO, in 2024.

Some other highlights include:

- All 16 Learners from the Health Service Skills secured employment from their work experience placement.
- Pre-Nursing Studies Level 5 was offered for the first time in September 2024, 9 learners are now in employment and 5 of the class are applying via the CAO for September 2025.
- Two of our Applied Social Studies students have secured permanent employment due to their work placement.
- In 2024, BTEI Meath collaborated with the NLN (National Learning Network) and MOT (Meath Opportunities for Training) and offered a range of courses to their clients including a Level 3 Major Award over the Academic Year allowing them progression to Level 4 and further studies.
- One of the Level 5 Horticulture learners was successful in his application to BLOOM and displayed a post card garden in BLOOM over the Bank Holiday weekend in June 2024.

## Community Education

Community Education refers to adult education and learning, generally outside the formal education sector, which aims to enhance learning, empower people and contribute to society. It promotes personalised learning and flexibility across a range of local interest based voluntary and community groups in Counties Louth and Meath.

Participants are involved as equal partners in identifying needs, designing and implementing programmes, and adapting them on an ongoing basis. The goals of Community Education in LMETB include not just individual development but also community advancement, especially in marginalised communities.

LMETB Community Education provision delivered 357 courses in 2024 and there were approximately 3,300 beneficiaries throughout the year—demonstrating strong ongoing demand for our programmes.

A new administration and reporting IT system was implemented in December 2024, enhancing operational efficiency and data management in this area.

Male participation has increased since 2023, and the Community Education Team aim to build on this growth in the coming year.



Men's Shed - Community Group Meath

New courses introduced in 2024/2025 include: Eating Freely; Finding a New Me; Introduction to Regenerative Agriculture; Lifestyle Medicine; Mandela Mural Art; Neurographic Art; Photography Using AI, Peace Education, Positive Communication, Positive Leadership, Puppy Love, and Self-Care for Parents.

For groups with limited time availability, the Community Education Team now offer specialised workshops such as: Declutter (home), Headspace (all aspects of life), Appointment with Self (how to make the most of time), Be the Best You Can Be (setting achievable goals), Self-Talk and Mindset (understanding the impact of our internal narratives), The Power of Nature (reconnecting with self through nature), Seeds of Change (sowing the seeds that help us grow), Resilience (balancing personal life and work through engaging activities), Bloom Where You're Planted (maximising personal potential in your environment and community).

All courses and workshops now incorporate climate justice themes to promote green skills and sustainable living.



ICA - Community Group Louth

## Quality Assurance and Enhancement Updates 2024

Some key developments in LMETB's Quality Assurance processes and procedures in 2024 are outlined below. These initiatives were supported by the Quality Assurance and Enhancement Service (QAES) which encompasses the following FET functions: Quality Assurance, Programme Development, Professional Learning and Development (PLD), FET Communications, Learner Support and Technology Enhanced Learning (TEL).

### LMETB Interim Quality Report

LMETB submitted their Interim Quality Report to QQI in February 2025. This report details the progress made in 2024 on the recommendations from QQI's Inaugural Review of Quality Assurance processes which took place in 2022. This review of the implementation and effectiveness of the quality assurance procedures within LMETB's Further Education and Training Directorate was a very positive experience for LMETB FET. Significant areas of very good practice in quality assurance process and procedures were identified along with a number of recommendations. QQI require an annualised report process to support preparation for the next review planned for 2027. In this regard, the 2024 Interim Quality report is a follow up both to LMETB's Action Plan submitted to QQI in 2022 which detailed LMETB's response to the recommendations from the Inaugural Review Report and to the QA Review Follow-Up Report submitted to QQI in late 2023.

### Application to QQI regarding blended and online delivery

LMETB notified QQI in late December 2024 of its intention to apply to QQI in 2025 to extend its scope of provision to include blended and online delivery. As part of the application process, LMETB submitted a Blended Learning Action Plan in late January 2025 outlining planned actions that LMETB will undertake in developing its application to QQI. These actions include the establishment of a Blended Learning Working Group, the development of an LMETB Blended Learning Strategy, the

review and update of current LMETB policies and procedures to reflect blended learning delivery, and a review of learner and teacher supports to enable blended learning delivery.

## New Policy Development in 2024

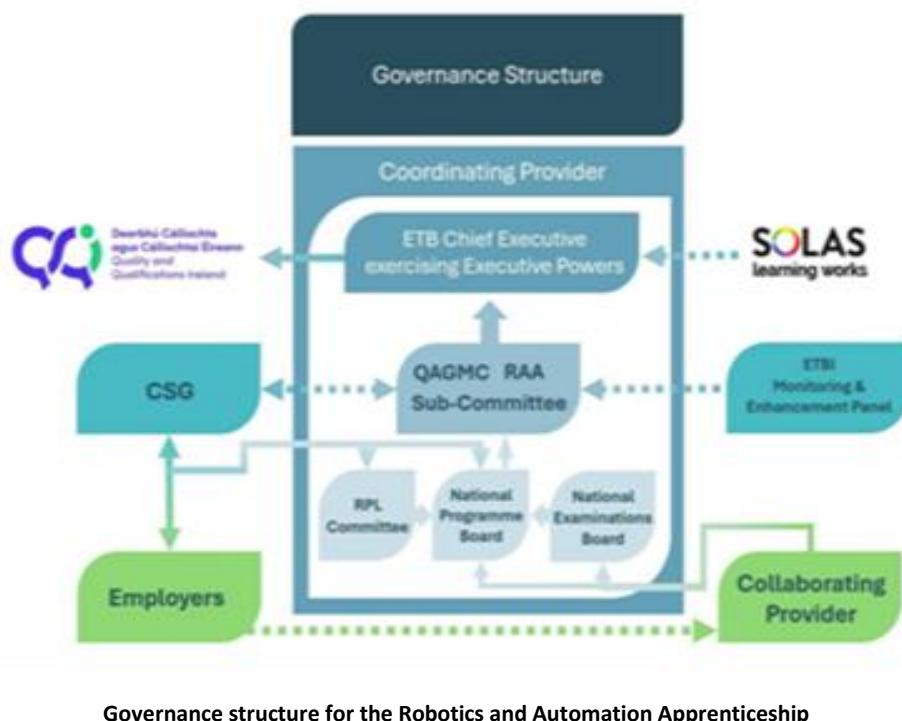
New and revised policies are brought before the QA Sub-Committee for recommendation to LMETB's overarching quality governance committee, the QAGMC for final approval.

In 2024 LMETB FET developed and/or revised the following:

- ❖ Over twenty LMETB policies and procedures were developed and approved during the preparation of the Robotics and Automation Apprenticeship (RAA) validation application which was successfully validated by QQI in Q4 2024.
- ❖ LMETB Work Based Learning Policy and Procedure, encompassing resources for centres, a Learner Pack and Employer Pack
- ❖ LMETB Maladministration Policy.

## QA Governance

The remit of the QAGMC is being extended to manage the Robotics and Automation (RAA) apprenticeship programme in 2025 to accommodate the necessary governance changes required for the administration of post-2016 apprenticeships. LMETB was validated by QQI for this apprenticeship programme in Q4 of 2024, please see Figure 1 below for the governance diagram of the RAA apprenticeship. Nominations from suitable industry/academic stakeholders are being sought to effect this change of responsibility.



## FET Support Event

The first annual FET Support event incorporating input from the QAES was held in December 2022. A second FET Support event was held in October 2024 and was attended by FET centre management, teaching staff and administrative staff. The aim of the event was to share internal best practice in the areas of Quality Assurance, Teaching Learning and Assessment and TEL. The event showcased activities which the QAES staff had been working on, with a focus on new LMETB policy developments and associated procedures, the sharing of any recent sectoral developments, highlighting new TEL areas of potential interest to teaching staff and introducing the work of the Learning Support Officer. The event also provided a networking space for FET Leaders and FET administrators where they could share any challenges they had experienced regarding operational aspects of QA, data collection, etc as well as providing an opportunity to feed back their perspectives on the support provided by the QAES. Concurrently, time was given to participating FET educators at the event to network

with teachers from other centres and to join relevant Communities of Practice (CoPs) to encourage a sense of collegiality and the sharing of best practice in different subject areas.

## **QA Monitoring**

A 'QA Check-In' survey was sent out to all FET centres and PLC colleges in September 2024. The survey looked to gain an overview of practices around data capture, pre-assessment practices, internal verification, external authentication, knowledge of LMETB FET policies and procedures, communication to learners and post-submission processes. On the basis of the survey findings, additional training in uploading to the QBS system was provided in Q4 of 2024. Refresher Internal Verification training is due to be delivered in Q1 of 2025.

A follow-up action from the QA Check-In survey is a site visit to each FET college and centre to discuss the findings from the survey. In 2024, members from the QAES visited provision across FET including Drogheda College, VTOS and LMETB's three PLC colleges. In-person visits to the rest of LMETB's FET centres by QAES staff will be carried out in 2025 with the aim of increasing the visibility of QA supports available to centres.

## **QA Frameworks**

Work has started in 2024 on an LMETB FET Teaching, Learning and Assessment (TLA) Strategic Framework which will set out LMETB's strategic priorities in relation to TLA, providing a framework for ensuring that these are used to promote learner achievement in line with the vision and priorities in LMETB's Statement of Strategy 2022-2026.

Given the specialised nature of provision in the AMTCE, with its focus on supporting industry involved in advanced manufacturing, another aspect of this continuing work on the Quality Framework is the development of a Guiding QA Framework for third party delivery of education and training courses. This Guiding QA Framework will encompass the complexity of the broad range of both the AMTCE and other LMETB provision in delivering focused, industrially relevant training so as to ensure a quality assured learning experience for all.

## **Sectoral CAS Module Update Process**

During Q4 of 2024, LMETB along with the fifteen other ETBs, has been involved in the pilot sectoral review and update of selected CAS modules. A total of twenty-eight modules at levels 4, 5 and 6 were chosen for review in the pilot phase of the programme. LMETB is developing two Level 6 modules: Training Needs Identification & Design and Training Delivery & Evaluation. Work is currently underway to review these modules, resulting in modified minimum intended module learning outcomes (MIMLOs) that remain true to the original learning outcomes for each module. Once re-drafted modules have been through a rigorous review process with input from teachers who deliver the module, the curriculum writer, and an External Authenticator, the revised modules will be, subject to internal governance, rolled out for sharing with all ETBs at the end of the pilot phase in late April 2025. A sectoral review of the pilot phase will be conducted by the FET Quality Network in order to learn from the process and to aid in planning the next steps in a sectoral approach to CAS programme review. Learning from this process will be used to build programme development capacity in ETBs, in terms of resourcing and staffing, with a view to a systematic review of existing CAS programmes over the next few years.

## **Recognition of Prior Learning Pilot**

In Autumn 2023, ten members of LMETB FET staff attended a six-week in-house Recognition of Prior Learning (RPL) training course, which was facilitated by an experienced practitioner. This course provided an introduction and overview of the RPL process, with a particular focus on using RPL for gaining a QQI award. Following this training and, as part of LMETB's phased approach to RPL aimed at building RPL capacity among staff, a number of FET educators successfully completed a programme of study in 2024, utilising an RPL approach, securing QQI accredited awards in areas ranging from Work Experience to Culinary Skills.

Aligning with this phased approach, a pilot RPL programme was implemented in Dunboyne College of Further Education (DCFE) during 2024. The pilot was run with a view to enhancing skills, knowledge and competencies in the RPL area, and also to facilitate cascading of the training across FET staff teams. In tandem with this work, an RPL Policy together with an RPL Handbook was developed in 2024 for use in the pilot phase of implementing the RPL process.

An LMETB RPL Working Group was set up in Autumn 2024 and will meet four times per annum with the intention of reviewing the pilot phase and making further applications for awards through the RPL process. The pilot will be reviewed in Q3 of 2025 and amendments to policy and practice will be made where necessary.

In terms of networking and sharing of practice, LMETB's AEO with responsibility for QA is a member of the newly formed sectoral FET RPL Network. The QA Officer is a member of the sectoral RPL Practitioner Network and attended their national event 'People, Validation and Power (Sharing, Learning)' in Q4 2024.

## Academic Integrity Update

The Turnitin Artificial Intelligence (AI) Checker was introduced in relevant FET centres/colleges in 2024. This checker enhances academic integrity by providing educators and learners with a reliable tool to identify AI-generated content. Both learners and educators can generate a report to identify the potential of AI-generated content. This ensures that submitted work reflects a genuine effort from the learner. Work has begun in Q1 of 2025 to update LMETB's Assessment Malpractice policy to encompass developments in the potential use and misuse of Generative AI (Gen-AI) tools and the threat to academic integrity of contract cheating sites since this policy was last revised. Guideline documents for both learners and teaching staff in relation to the ethical use of Gen AI in assessment will also be developed.

## Programme Development Updates for 2024

### New award development

- ❖ A new Level 5 Special Purpose Award in **3D Construction Print Methods** is being prepared for submission to QQI for validation. This has been a collaboration with Industry partners, and it is planned for 2025 validation.
- ❖ A new Level 3 Special Purpose Award in **Science Technology, Engineering, Arts and Maths (STEAM)** was submitted to QQI for validation in November 2024. This award was developed in collaboration with the National Youth Council of Ireland. QQI conducted a Panel Review of the award in February 2025, and LMETB is currently awaiting confirmation of validation.
- ❖ In 2024, LMETB led the development and validation of the QQI Special Purpose Award in **Barista Skills Level 4**. This award is now being delivered and made available for delivery to other ETBs nationally also.

**Special Purpose Awards** have been made available to LMETB for differential validation. The following Special Purpose Awards were validated for LMETB delivery in 2024:

- ESOL Level 1
- ESOL Level 2
- Introduction to Climate Justice Level 3
- Digital Citizenship Level 4
- Social Innovation in the Community Level 4
- Special Purpose Award in Immersive Wind Energy with Immersive Technologies Level 5
- Special Purpose Award in Immersive Technology Level 5
- Sustainable Supply Chain Procurement Level 5
- Lean Practice for Sustainable Business Level 5
- Digital Assisted Eco Driving Level 5
- Digital Assisted Eco Driving (Coach & Bus) Level 5
- The Circular Economy in the Workplace Level 6
- Mentorship Practice Level 6

**Vendor Certified Awards** that were approved for delivery by LMETB's QAGMC in 2024 include:

- Hydraulics - vendor certified by Delta P Hydraulics
- Proportional Hydraulics – vendor certified by Delta P Hydraulics
- Certificate in Industrial Instrumentation Calibration- (Vendor ESS)

- 3D Essential AutoCAD Civil - (Vendor HTL Harcourt Technologies Ltd)
- Essentials of Revit Architecture- (Vendor HTL)
- Fundamentals of BIM Construction- (Vendor HTL)
- Info Drainage Essentials- (Vendor HTL)
- 2 Days Robotics Introduction and Operation- (Vendor Kuka)
- Advanced Robotics Systems Integration and Robotic Vision Systems (5 Days) (KUKA)
- 3D Essential AutoCAD Civil (Vendor- HTL)
- BS EN ISO 14732 (fully mechanised and robotic welding, RSTC)
- Robotics Introduction and Operation (2-Day Course, AMTCE)
- Advanced Robotics Level 2 (Systems Integration and Robotic Visions Systems 5 Days in AMTCE)

**As of the end of 2024, LMETB are now validated for a total of 207 QQI awards.**

### Other programme development initiatives

The Programme Development Officer is an active member of the SOLAS Green Skills Programme Development Group. There are currently three new Green Skills micro qualifications being prepared for validation with QQI. These include:

- ❖ **Sustainability Leadership** - The L6 Sustainability Leadership was submitted for validation to QQI by MSLETB in December 2024.
- ❖ **Corporate Sustainability Reporting** - The L6 Corporate Sustainability Reporting was submitted for validation to QQI by LWETB in December 2024.
- ❖ **Sustainable Finance** - GRETB is leading on the L6 Sustainable Finance FET Micro-Qualification. The L6 Sustainable Finance is currently in development. It will be submitted for validation to QQI in Q1 2025 by GRETB.



LMETB FET staff attend training delivered by Mental Health First Aid Ireland in March 2024

## Professional Learning and Development (PLD) Updates 2024

In 2024 LMETB's FET Professional Learning and Development (PLD) Officer facilitated staff to attend PLD activities by:

- Arranging a local response to organisational need and enabling staff in multiple centres to avail of this centrally organised PLD.
- 2. Facilitating staff to attend national programmes which align with strategic priority areas outlined by SOLAS. These programmes are identified by the PLD Officer, and expressions of interest from staff who wish to attend are invited. LMETB then supports the staff members to attend.

Throughout 2024, there was ongoing provision of PLD for FET staff and ongoing collaboration between LMETB's PLD Officer and the national ETBI's PLD Co-ordinators' Network in promotion of PLD events arranged at a national level.

Professional Learning and Development opportunities were offered to FET staff in LMETB in a range of areas including:

- Certificate in Professional Irish
- Global Citizenship Education
- Programme Design and Validation in FET
- Dyslexia Awareness Training
- Artificial Intelligence in Learning
- Teaching English for Speakers of Other Languages
- Integrating Literacy
- Computing for Educators
- Universal Design for Learning
- Health and Safety
- Active Consent Training
- Education for Sustainability
- Technology Enhanced Learning
- Adult and Youth Mental Health First Aid
- Engaging Older learner in FET
- Communications and Publicity Guidelines for LMETB FET Centre
- Disability Awareness Training
- STEAM for Youthreach/ CTC staff
- Universal Design in Guidance



LMETB FET staff attend training delivered by University of Galway's Active Consent Programme, October 2024

## Communications Update 2024

LMETB FET Communications Sub-Committee, as part of LMETB's Quality Assurance Governance Structures, serves to provide LMETB with strategic direction in relation to its communications. 2024 saw the development and agreement of its 2024/25 Work Plan.

Development and achievements within LMETB's FET services are publicised by the FET Communications Office in a range of ways including:

- Internal Staff Communications via email or on MS Teams.
- Updates on LMETB website and social media: Instagram, Facebook, X and YouTube
- Advertisement campaigns on local radio or print media
- Press releases in local print media

In 2024, the first edition of "LMETB FET Support Services Newsletter" was developed and published for circulation among FET staff.

In 2024 the Communications Office continued to promote the "Learner Voice". 90 Learners from across LMETB's full-time and part-time FET services attended the AONTAS/LMETB FET Learner Forum in 2024 and a further 57 filled in the associated online learner survey. LMETB also continued to develop its FET Learner Voice Network, which is a sub-group of the LMETB FET Communications Sub-Committee.

LMETB Communications Office continued to work with other national bodies on activities/projects through:

- Continued membership of ETBI Communications Network and participation in Collaborative Campaigns Working Group
- Membership of new national working group for ETBI's proposed Learner Voice National Assembly
- Membership of new national Communications and Engagement Task group as part of ETBI's Measuring Wider Benefits of Learning pilot project
- Promotion of ETB week at local level by encouraging centres/colleges to participate in local events, in learner bursary applications and in honouring past alumni nominations
- Membership of advisory committee of *Breacadh*, a cross-ETB project which develops adult learning resources for learners in Gaeltacht areas.

## Learner Support Updates 2024

In 2024, a FET Learner Virtual Hub was added to the FET area of the LMETB website to supplement the information available to FET learners through the Learner Handbook and the FET Learner Support information section on the LMETB website.

The Hub is a dedicated space designed to empower and guide learners on their learning journey with LMETB and is a go-to resource for accessing support while studying with LMETB. It houses training programmes, support materials and support updates. The Hub is sub-divided into 4 areas:

- ❖ Learner Support Request
- ❖ Learning Space
- ❖ Wellbeing Space
- ❖ Learner Support Updates

'Learning Space' hosts training sessions and resources designed to help learners develop their skills in Microsoft Office 365: including Teams, Word, PowerPoint, Excel, OneDrive and Outlook. Further down the page, learners can access material to help improve literacy and numeracy skills.

In the 'Understanding the Academic Process' course, learners are prepared for their academic journey by being provided with information on three core areas: Academic Integrity, Referencing and Academic Writing.

The FET Learner Support Update section provides useful resources for the Louth and Meath areas to improve wellbeing and learning. It is regularly updated with local events and important information.

In 2024, LMETB's internal Annual Learner Experience Survey and the AONTAS facilitated Learner Voice report (arising from LMETB's annual Learner Forum) have provided valuable, qualitative information that has aided the development of specific learner supports. These supports include provision of e-learning modules for learners in Mental Health, Mental Health First Aid training for staff, Learner ID cards (supporting learning identity and provided discounts to help with the cost-of-living crisis) and Assistive Teaching training.

Sample e-learning modules include: 'Taking Care of Your Digital Wellbeing' and '5-Day Challenge to Improve Your Mental Health'.

### **Review of Learner Supports**

Ensuring the consistency of targeted supports requires a reliable approach to identifying needs and managing the process by which learners' needs are recognised, how learners are made aware of the relevant supports, how they are facilitated to apply for these if required, and how they may avail of these supports, if approved.

The Learner Support Officer began to informally review learner supports in 2024 with a view to standardising processes and procedures. This review of policy and strategy was to focus on whether LMETB policy and strategy clearly support high quality delivery of reasonable accommodations across all provision, whether LMETB FET services and the associated organisation support structures have plans to improve the accessibility of its physical and digital infrastructure, and whether universal design principles have started to embed within our teaching practice. The review takes a strategic look at whether key quality assurance and communications processes ensure that learners are well informed about support, and that support provision is of a high quality. LMETB's availability of trained and qualified staff coordinating the provision of disability support across the ETB and guiding local staff to support quality was also to be reviewed.

In 2024, the Learner Support Officer developed an LMETB Learner Supports flyer as a visual guide/poster to enhance accessibility to available supports for LMETB FET learners. LMETB is actively engaging with the ETBI & AHEAD national working group: 'Reasonable Accommodations (RA) in FET Feedback Group'.

LMETB supported the roll out of a formal survey into the provision of reasonable accommodation policy and practice in FET by this working group. The work of this group and the FET Directors Forum will inform the development of tools in needs assessment and reasonable accommodation and the development of short courses, support videos and formal policies and processed guidelines for learners to access supports. The work will further inform future iterations of LMETB's Reasonable Accommodation Policy and Procedures. In 2025 LMETB FET will focus on increasing the use of Plain English in all communications.

In 2024 the OSD Directorate appointed an Access Officer in accordance with section 26(2) of the Disability Act 2005. An Access Officer is responsible for providing and coordinating assistance and guidance to persons with disabilities when accessing services across a Public Body such as LMETB. They can also act as a point of contact for people with disabilities intending to access services of the Public Body and assist in directing queries to the appropriate contacts. LMETB knows that its accessibility journey is constantly evolving with new technologies and updated legislative requirements, and at times there may be issues with accessing some services. LMETB's access officer will work to alleviate these issues.

Under the EU Web Accessibility Directive, public bodies in Ireland must ensure their websites and mobile apps are accessible to everyone, the Access Officer and LMETB's ICT Department are leading and guiding on compliance.

### **Universal Design for Learning (UDL)**

All possible supports are being made available to afford all learners with an opportunity to learn and develop. The continued roll out during 2024 of PLD opportunities to acquire UDL Digital Badges for staff trained in UDL principles is contributing to efforts to enhance the learning environments for all. In-person visits to centres by the Learner Support Officer are also highlighted opportunities to utilise TEL resources to enhance UDL.

### **Accreditation**

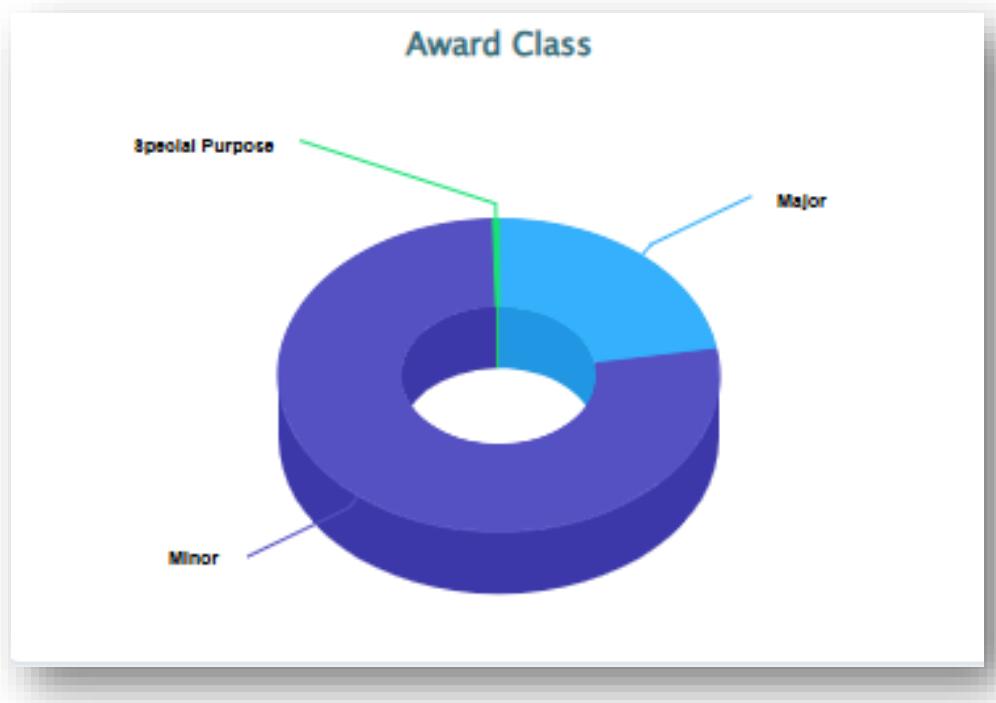
LMETB Further Education and Training programmes are accredited by a range of quality assured providers. Quality Qualifications Ireland (QQI) is the primary provider. QQI certification statistics for 2024 are summarised below. The table shows the number of awards in 2024 at the different National Framework of Qualifications (NFQ) levels 1-6.

## QQI Awards 2024

Level	Number of awards
Level 6	595
Level 5	5,161
Level 4	936
Level 3	821
Level 2	599
Level 1	700
<b>Total QQI Award</b>	<b>8,450</b>

The diagram below shows the number of awards in each QQI award class for LMETB in 2024.

- A **major award** represents a significant number of learning outcomes, usually consisting of eight minor awards or modules.
- A **minor award** is for a single module completed and certified individually. Minor awards are linked to a major award which allows learners the opportunity to build on their minor awards and work towards gaining a major award. It should be noted that minor awards are achievements in their own right.
- A **special purpose award** is an award developed for specific areas of learning that have a narrow scope and may comprise one or more components.
- 



Certification is also supplied by the State Examinations Commission and City & Guilds and by certain industry specific bodies including: ITEC, MOS, ADOBE, etc.

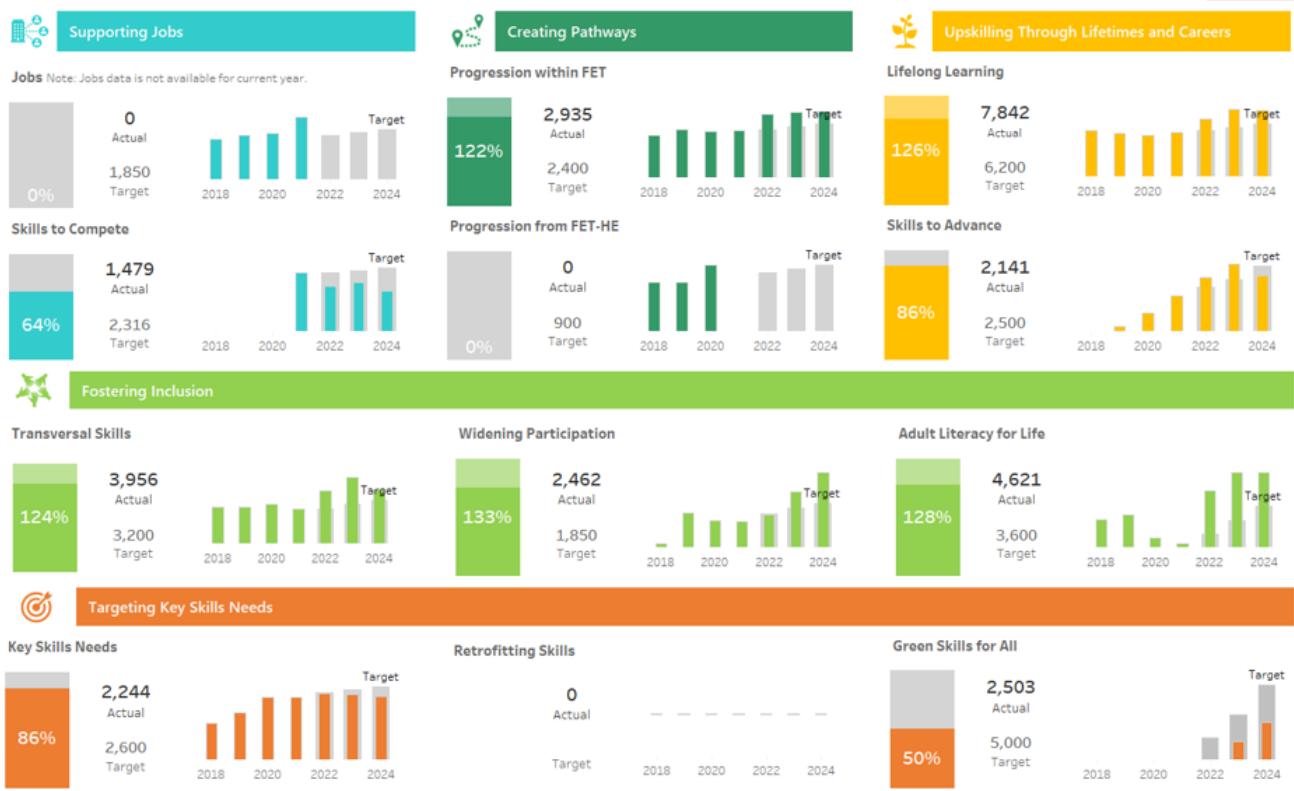
## Strategic Performance Agreements: 2022-2024

Strategic Performance Agreements (SPA) between LMETB and SOLAS, set out the context, Strategic Priorities and LMETB's agreed contribution to the achievement of key national Further Education and Training sector targets. The SPA articulates LMETB's commitment to supporting the implementation of a range of policies and strategies relevant to FET provision. The SPA also provides the opportunity to highlight key risks and challenges which need to be mitigated to ensure successful delivery of these agreements.



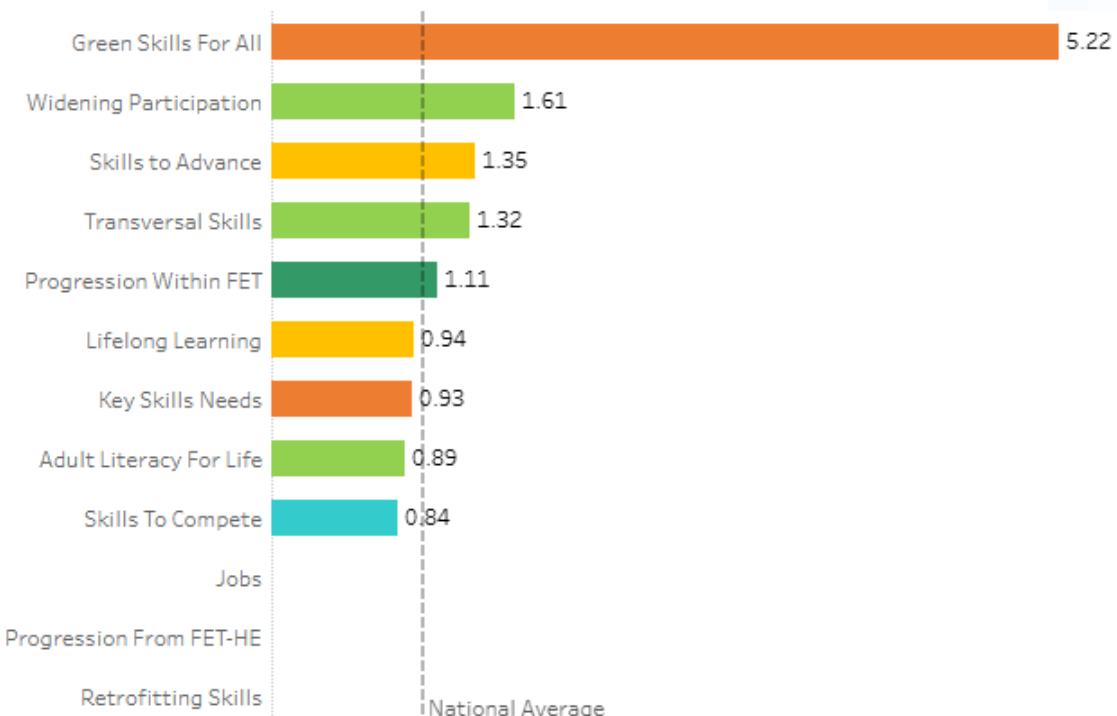
In 2022 LMETB senior management and SOLAS agreed the local contributions that LMETB FET would make to the second iteration of the Strategic Performance Agreement (2022-2024). Key Performance Indicators (KPIs) agreed in this SPA focused on: Supporting Jobs, Creating Pathways, Fostering Inclusion, Upskilling through Life & Careers and Targeting Key Skills Needs. To enable LMETB to both access and interrogate relevant data sets, SOLAS' Skills and Labour Market Research Unit (SLMRU) provided a data analytics visualisation tool called Tableau. This has greatly enhanced LMETB's ability to track progress against the 3-year strategic targets in each of five key areas detailed above.

In December 2024, LMETB FET senior management team, met with senior personnel from SOLAS to review the achievements of the second SPA agreement which concluded in 2024, the results of which will be fully made available in 2025. The available out-turns demonstrated a recognition and affirmation of the significant team effort on the part of all LMETB FET management and staff to achieve and, in many key priority areas, surpass both LMETB agreed targets and national targets. The following results clearly demonstrate LMETB's level of ambition and achievement over the lifetime of the second SPA agreement.



### LMETB Achievement of SPA Target 2023 compared to National Average

#### Relative Performance - RCA and Rank



It is important to highlight that even in areas where LMETB's progress appears to be low, such as Green Skills for All (reaching 50% of target in 2024), LMETB has performed relatively well compared to the national average and in some categories has substantially surpassed the set targets. Reaching some of the targets had been dependent on factors outside any ETB's control, for example the Skills to Compete target was related to the base of unemployed people available for reskilling, which has been challenging in a period defined as full employment.

## Services to Business

LMETB is committed to working collaboratively with Industry, Employer Network Groups and Government Agencies, both regional and national. LMETB collaborates with business to identify key skills gaps, provide upskilling and reskilling opportunities, and to support employers with highly skilled graduates. Key partnerships include the Mid-East and North-East Regional Skills Fora, Chambers of Commerce, Local Authorities, LEOs, DSP, SLMRU, IDA, Enterprise Ireland and a wide range of employer network groups.

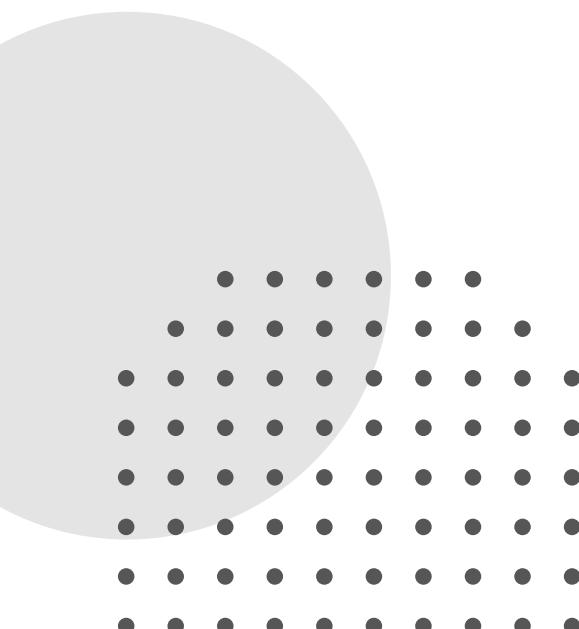
Courses and programmes for business are integrated across all FET provision, providing flexible full and part-time offerings. Further detail is provided below in relation to some key areas of provision.

## Skills to Advance Initiative

Training funded under the SOLAS Skills to Advance (STA) initiative, supports employees in upgrading their skills to meet the demands of today's ever-evolving job market. The STA initiative provides funding for training opportunities aimed at employees already in the workforce, equipping them with industry recognized qualifications that enhance their prospects. Courses offered under Skills to Advance are designed to help individuals strengthen their skills and stay competitive in a fast-paced and changing employment landscape. By investing in employee development, local businesses help strengthen their competitiveness in the market as ongoing learning not only enhances the skills of employees but also strengthens businesses, ensuring their continued growth and success. As industries evolve, upskilling will remain a vital tool for ensuring workers are equipped to meet the demands of emerging technologies and changing workplace needs.

The partnership between local employers, and LMETB exemplifies how collaboration can drive a culture of lifelong learning and empower the workforce of tomorrow. The STA programme underscores the collective commitment of local employers and LMETB to supporting workforce development, ensuring both individuals and businesses are well-prepared to thrive in an increasingly competitive and dynamic world.

During 2024, a total of 756 employees (refer hereunder to AMTCE section) participated in upskilling and reskilling opportunities, provided through the Skills to Advance Programme, across a range of FET centres in Louth and Meath. A total of 84 companies engaged in accredited training equivalent to QQI Level 5 & 6 to upskill their staff through this funding policy. These employees came from a wide range of sectors including Agriculture, HealthCare and Education, Leisure and Services, ICT, Manufacturing and Engineering. Over 65 Skills to Advance dedicated programmes were successfully delivered in 2024.





**Cusack Hotel Group with LMETB staff who completed the Level 5 Pastry, Baking and Dessert Making Course**

Testimonials from companies availing of the Skills to Advance provision have been very positive. For example, one company's Strategic Head of HR, referencing the Managing People and Customer Service training programmes, had this to say.

"Through Skills to Advance, and in partnership with Dunboyne College of Further Education, we recently had the opportunity to participate in both the L6 Managing People and L5 Customer Service training programmes. Both programmes were well designed and comprehensive. Our team members who completed both programmes were impressed by the depth of knowledge and expertise demonstrated by the instructors, who are not only highly qualified, but also showed a genuine eagerness for our team to develop their managing people and customer care skills."

Skills to Advance continued to support the Hospitality Sector with Managing People courses specifically for the industry. This is in addition to courses already provided in Culinary Techniques, Pastry Baking and Desserts, International Cuisine, Customer Service and Beverage Services, Barista Skills Training delivered in both counties.

Industry demand for enhanced digital skills continued in 2024. This was reflected in an increase in Digital Marketing in 2024. Microsoft Excel and Professional Presentations were also delivered as Route 1 courses to eligible employees. Reception and Frontline Office Skills were other areas which saw increased demand in addition to Payroll and Book-keeping courses. Healthcare Specific courses such as Care Skills, Care of the Older Person, Infection Prevention Control, Personal Professional Development, Work Experience, Personal Effectiveness, Intellectual Disabilities and Palliative Care, continue to be in demand to meet upskilling and change of career needs. In the area of Green Skills, the Skills to Advance team delivered QQI Level 5 Environmental Sustainability in the Workplace and QQI Level 5 Resource Efficiency in the Workplace. In 2024, beauty courses such as Skincare Eye Treatments and Make up, Reflexology, Professional Conduct and Business Awareness were specifically tailored for and were delivered to professionals within the beauty industry.

Following engagement with industry throughout 2024, the STA team continued to see an increase in demand for Management Programmes, including HR Management, Managing People, Start your own Business Supervisory Management, Training Needs Identification and Training Delivery & Evaluation.

The Employer Engagement Team continued to liaise with employers to broaden the training options available, in addition to the provision of bespoke training solutions following Training Needs Analysis and consultation.

## **Green Skills Programmes**

In 2024 Skills to Advance offered up to 100% funded Green Skills Training courses which were of huge benefit to companies who were experiencing financial stress and pressure on their training budgets. The aim was to educate leaders

on the Green Skills Training available and to influence leaders to consider and prioritise this agenda to respond to the declared climate crisis and to future proof their businesses.

Programmes such as Environmental Sustainability, Environmental Sustainability in the Workplace and Resource Efficiency for a Sustainable Workplace trained business owners and employees on cost saving and water reduction and so contributing to progress towards becoming carbon neutral.

These courses also served as a lead into additional Green Skills programmes such as QQI Level 6 Circular Economy, rolled out nationally by SOLAS in 2024.

For information and advice on employment focused initiatives that can help your company, contact our Employer Engagement team at: [skillsstoadvance@lmetb.ie](mailto:skillsstoadvance@lmetb.ie).



**Learners from Kilsaran Concrete who completed QQI Level 6 Managing People course funded through LMETB Skills to Advance**

## Apprenticeship Programmes



Skills Expo 2024

Apprentice schemes are growing in both range and popularity, offering jobseekers the opportunity to learn while they earn, and enabling companies to train new talent on the job. LMETB has a strong track record of supporting industry and policy initiatives to address regional and national planning in meeting the needs of industry. LMETB currently supports 800 registered companies across counties Louth and Meath in both traditional craft-based apprenticeships and the post-2016 consortium-led Apprenticeship programmes ranging from Construction and Motor to IT and Engineering.

In recent years LMETB has invested significantly to support SOLAS and DFHERIS in expanding training capacity to drive economic growth, industry productivity to address the identified needs of the Irish economy, also in particular addressing the need to reduce apprenticeship training waiting lists. LMETB launched the first-of-its-kind dedicated apprenticeship training facility in Drogheda, Co Louth in the summer of 2023 focused on electrical apprenticeship training. During 2024, LMETB unveiled another dedicated electrical apprenticeship facility in the Advanced Manufacturing Training Centre of Excellence (AMTCE) in Dundalk, Co Louth.

## Drogheda College

Drogheda College, Electrical Apprenticeship Centre, remains a flagship institution within LMETB, dedicated to delivering outstanding training for the next generation of electricians. With a strong commitment to innovation, professionalism, and high-quality education, the centre plays a crucial role in apprenticeship training. Specialising in Phase 2 Electrical Craft Apprenticeships, the centre also plans to expand into additional apprenticeship and training areas in the near future. In 2024, the centre welcomed its third intake, bringing the total number of apprentices trained to 308. This growth highlights the centre's ongoing mission to equip apprentices with the skills and expertise they need to succeed in the electrical industry.

Beyond core training, the Electrical Apprenticeship Centre launched several key initiatives in 2024 and 2025. These include mental health support programmes and RSA road safety awareness campaigns, all aimed at promoting the well-being of apprentices. Additionally, the centre hosted guest speaker events with industry leaders from top companies like, EI, GARO and Schneider Electric. These initiatives not only enhance apprentices' technical abilities but also broaden their understanding of industry trends, supporting a holistic approach to both their personal and professional development.



## Regional Skills and Training Centre (RSTC)

In 2024, the Regional Skills and Training Centre (RSTC) reinforced its position as a leading training centre for Further Education and Training (FET) within the LMETB region. The centre delivered a strong performance across all key metrics, underpinned by strategic planning, responsive programme delivery, and sustained engagement with both learners and employers.

Craft Apprenticeship remained the core focus of activity and programmes in Electrical and Plumbing trades once again led in participation, reflecting the centre's responsiveness to national and regional skills shortages. Notably, RSTC expanded provision in high-demand trades including Pipefitting, Carpentry & Joinery, Wood Manufacturing, and Metal Fabrication, directly addressing employer needs, and reducing wait times.



**Virtual Welding – Skills Expo 2024**

The delivery of Phase 2 and Phase 4 Pipefitting apprenticeship training remained central to the centre's operations, supported by a team of skilled instructors. In partnership with Dundalk Institute of Technology (DKIT), Phases 4 and 6 were also delivered, ensuring continuity across the full apprenticeship cycle. Ongoing support for apprentices and employers was maintained through the work of Authorised Officers and the dedicated RSTC administrative team.

RSTC also strengthened its footprint in emerging new apprenticeships, offering direct training in programmes such as Hairdressing and Network Engineering, further broadening the scope of training to meet evolving industry trends.

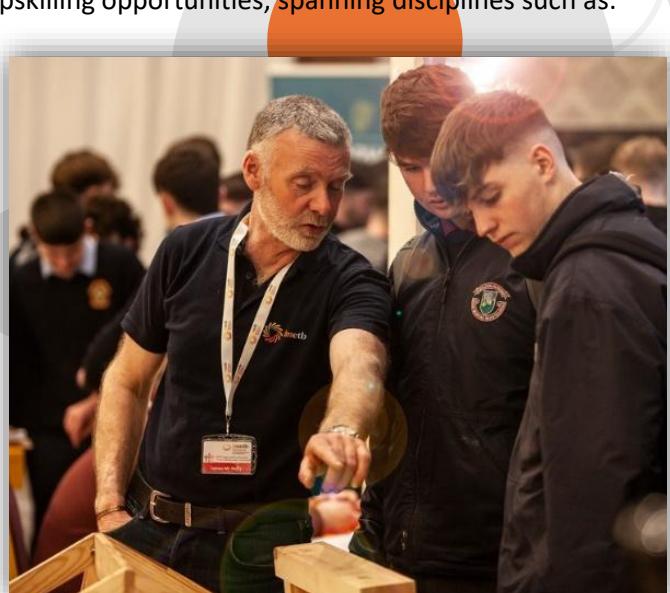
Employer engagement reached a new milestone in 2024, with 760 active employers. Events including the Apprenticeship Graduation, Skills Expo, and World Skills Competition reinforced collaboration between RSTC and industry, underpinning the centre's role in bridging education with employment.

Through Contracted Training, learners accessed a wide range of upskilling opportunities, spanning disciplines such as:

- ❖ Healthcare (QQI Level 5)
- ❖ Business and Finance (QQI Level 5 & 6)
- ❖ Driving Programmes (Bus, Rigid, and Artic)

These courses supported economic growth and employment transitions, particularly in sectors experiencing labour shortages, such as transport and healthcare.

RSTC's achievements in 2024 reflect its strong governance, high training standards, and continued commitment to delivering impactful FET solutions across the LMETB region.



**Skills Expo 2024**

## Advanced Manufacturing Training Centre of Excellence (AMTCE)

In 2024, the AMTCE (Advanced Manufacturing Training Centre of Excellence) saw a newly appointed leadership team, including Gerard Smith as Director, Andrew Magee as Manager of Engineering and Construction, and Jean Kennedy as Manager of Science and IT. This leadership transition facilitated key advancements in workforce development emphasising innovation and sustainability.

Key



Inside the Advanced Manufacturing and Training Centre of Excellence, Dundalk, Co. Louth

## Achievements and Initiatives

**3D Construction Printing (3DCP) Initiative** - One of AMTCE's most notable achievements in 2024 was its involvement in the 3D Concrete Printing (3DCP) initiative at Grange Close in Dundalk. In this groundbreaking project, three three-bedroom terraced units were 3D concrete printed (pictured below), marking a significant step forward for both the housing sector and modern methods of construction (MMC). LMETB's AMTCE played a crucial role as the training provider for this affordable housing project, upskilling and reskilling 30 workers, preparing them for the future of 3DCP construction. This project not only showcased innovative construction techniques but also provided essential training to meet the evolving demands of the industry.



3D Concrete Printing (3DCP) houses at Grange Close, Dundalk. Construction of the three houses began in May 2024 and was completed in November 2024

**Expansion of MMC Training Programmes** - AMTCE further advanced its educational offerings by providing courses in 4D Building Information Modelling (BIM) and AutoCAD. These MMC-related courses were completed by 24 learners, equipping them with advanced knowledge of modern construction techniques. Additionally, the development of a QQI Level 6 course in MMC was initiated, aiming to play a pivotal role in shaping future training for the construction workforce.

**Robotics and Automation Apprenticeship** - In Q4 2024, LMETB was approved to develop and offer a Level 6 Apprenticeship in Robotics and Automation. Work is ongoing in preparation for the launch of the programme with LMETB as the co-ordinating provider for this cutting-edge apprenticeship. The apprenticeship will provide industry with robotics technicians with a broad array of technical skills and competencies. Staffing of the programme is still in progress but once all preparatory work is complete LMETB hopes to register learners to the programme in Q4 2025.

**Advanced Construction Sustainable Technology Apprenticeship (ACSTA)** - A project currently at application stage will see the development of an apprenticeship dedicated to Modern Methods of Construction. This is an all-island FET Apprenticeship that will be developed in response to the demand for skills in high growth occupations in the advanced construction and sustainable built environment.

The apprenticeship will consist of two alternative delivery methods:

### On-the-Job Training

This phase, will be spent gaining hands on experience at the employer's facility, complemented by the related technical support for ongoing professional growth and skills development with regular ongoing interaction with the training instructors, including student reports on their progress and on-line exercises/tests.

## Off-the-Job Training

These phases provide hands-on, project-based learning in the LMETB Advanced Manufacturing Training Centre of Excellence (AMTCE) in Dundalk, Ireland and in Southern Regional College (SRC) in Newry, Northern Ireland.

The ASCTA will be delivered over a 2-year cycle.

- Year 1: 50% On-the-job / 50% Off-the-job
- Year 2: 60% On-the-job / 40% Off-the-job

**Training across multiple sectors** - Throughout 2024, AMTCE delivered training to **1,977 learners** across a diverse range of programmes. This included:

- **1,412 learners** enrolled in Skills to Advance (STA) programmes.
- **70 apprentices** in Electrical Phase 2
- **16 learners** in Cybersecurity (Level 6)
- **47 trainees** in specialised programmes.
- **432 learners** engaged in various other training initiatives.

AMTCE also launched initiatives to address specific skills shortages, including a robotic welding course for DSP (Department of Social Protection) candidates and the Using Robotics in Advanced Manufacturing (URAM) QQI Level 6 Special Purpose Award, focusing on robotics and automation in advanced manufacturing.

**Sustainability and Environmental Courses** - In response to the growing demand for sustainable practices in manufacturing, AMTCE developed a series of sustainability-focused courses. These courses were launched through the Micro Qualifications route and began rolling out in Autumn 2024. Furthermore, AMTCE has procured additional sustainability-focused courses under the Skills to Advance (STA) initiative, scheduled for delivery in 2025. These efforts are aligned with AMTCE's commitment to supporting industries transitioning toward more sustainable practices and environmentally conscious manufacturing.

## Broader outreach and events

- **FET Schools Pathways Programme:** AMTCE continued to strengthen its role in talent development through its FET Schools Pathways Programme, which expanded in 2024. This programme partnered with schools in Northern Ireland, County Kerry, and the 17 schools already involved in Louth and Meath, helping bridge the skills gap and preparing students for the workforce of the future.
- **Internal and External Events:** AMTCE hosted 24 internal events throughout the year, including graduation and capstone award ceremonies, celebrating learner achievements. Additionally, several training information workshops were organized to raise awareness about traineeships, apprenticeships, and skills development opportunities. These workshops aimed to enhance access to vocational training and career pathways in various sectors.

AMTCE was also well-represented at **10 offsite events**, including high-profile expos and symposia such as WorldSkills, Manufacturing and Supply Chain, Construction Industry Federation (CIF) events, and others. These offsite events served as platforms for AMTCE to showcase its work, engage with industry leaders, and highlight the importance of its training programmes in shaping the future workforce.

The holistic approach taken by AMTCE in 2024 — combining advanced and sustainable manufacturing practices with industry-specific training initiatives — has positioned the organisation as a leader in education and training. Through its diverse programmes and strategic partnerships, AMTCE is shaping the future of education, driving innovation in the workforce, and addressing the emerging needs of both the construction and advanced manufacturing sectors.

## LMETB Youthwork Function



Official handover of 3D concrete printed homes at Grange Close

LMETB administers over €1.25 million per annum on behalf of the Youth Affairs Unit of the Department of Children, Equality, Disability, Integration and Youth for youth work initiatives across Louth and Meath, engaging with young people between the ages of 10 and 24 years throughout the two counties. This funding is administered and overseen by LMETB's Youth Officers.

**LMETB's Youth Work Plan 2023-2025** includes the following goals:

1. To enhance and support new and existing youth work provision.
2. To maintain and develop strategic partnerships with relevant organisations to bring about better outcomes for young people.
3. To promote access to quality youth services with a particular focus on seldom heard and marginalised young people.
4. To promote access to quality youth services with a particular focus on seldom heard and marginalised young people.

**UBU – Your Space Your Place** is the primary scheme for targeted staff-led youth work provision in respect of out-of-school projects. LMETB administers funding for 6 UBUs in Louth and 3 in Meath. UBU projects provide out of school supports to marginalised, disadvantaged or vulnerable young people in their communities, to enable them to overcome adverse circumstances and achieve their full potential.

In addition to our work with UBUs, LMETB Youth Work Services continued to coordinate and provide a range of supports and services that enable the delivery of high-quality projects, programmes, and services in targeted areas, in partnership with voluntary Youth Organisations throughout 2024 – 41 clubs in Louth and 47 in Meath. These grant-aided youth work initiatives aim to facilitate the personal and social development of young people to realise their potential and to equip them with the knowledge, skills and attitudes necessary to undertake actions corresponding to their own aspirations and to assume responsibilities within their local communities. In addition to the Local Youth Club Grant scheme, LMETB disbursed integration and minor grants across the sector.

**The main functions of LMETB Youth Services are to:**

- Aid and support to the Youth Work organisations and Volunteer-led Clubs/Groups in Louth & Meath
- Administer youth related Grants from the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) and other statutory agencies
- Implement the National Quality Standards Framework (NQSF) for Youth Work
- Participate in the work of the Louth & Meath Children and Young People's Services Committee (CYPSC)
- Participate in other Youth-related Committees or Groups
- Support Louth and Meath Education and Training Board's Youth Work Committee to advise and make recommendations on the performance of the Education and Training Board's youth work functions
- Complete area profiling, youth needs analysis and develop service requirements

LMETB Youth Work Committee supports the implementation of the Youth Work Plan 2023-2025 which aims to ensure that the ETB succeeds in its responsibilities to support the provision, co-ordination, administration and assessment of youth work services in the Louth and Meath region.

**Funding Administered in 2024:**

**UBU Your Place Your Space Scheme**

As explained above, UBU Your Place Your Space Scheme allows funded organisations to provide young person-centred, community-based and out-of-school youth services to young people in need of support.

UBU's 2024 Full Year Allocation: **€865,183**

There are nine LMETB-administered UBU projects:

- Dundalk Youth Centre - Ind
- Craobh Rua – YWI Louth
- Coxes Demesne – YWI Louth
- Southside Youth Project – YWI Louth
- FAI Football in the Community - FAI
- Boomerang Youth Café - Ind
- Meath Youth Together - YWI Meath
- Navan West – YWI Meath
- Involve Youth Project – Involve National Traveller Project

#### **Migrant Integration Fund (Ukraine Grant)**

DCEDIY allocation: €134,935 to Louth Meath ETB

There were thirteen recipients of Integration Grant Supports to Ukraine

(Migrant) Young People in 2024:

- 4 UBU Your Place Your Space: €121,753.41
- 9 Youth Clubs: €11,865
- Advertising of scheme: €1,316.59

Total Expenditure in 2024: **€134,935**

**Targeted Youth Employability Support Initiative.** This is a three-year scheme.

DCEDIY allocation: **€45,000** (year 1) (pro rata allocation of **€30,000 awarded + €5,000 set-up costs**) and **€60,000** per year thereafter. There was one approved recipient of this scheme.

Total expenditure in 2024: **€35,000**

#### **Resilience and Effectiveness Fund**

DCEDIY allocation: **€16,000.00** to Louth Meath ETB. There were six recipients of this scheme

Total Expenditure in 2024: **€16,000**

#### **Local Youth Club Grant Scheme (LYCGS)**

Local Youth Club Grant Scheme supports volunteer-led youth club/group activities at a local level by providing grant aid towards the costs of running clubs/groups. The primary focus of the Scheme is to assist local volunteer-led youth clubs/groups that provide a programme of youth work activities for young people.

DCEDIY allocation to LYCGS: **€166,708**

- Louth - 41 Clubs - total allocation: €75,759.30
- Meath - 47 Clubs - total allocation: €87,967.02
- Total number of volunteers: 1,066 (Louth: 478; Meath: 588)
- Total number of young people attending youth clubs (10-21 years): 3,671 (Louth: 1,871; Meath: 1,800)

## Youthwork Services Highlights in 2024 include:

- LMETB's new Youth Work plan was launched in March.
- UBU Cycle 2 successfully implemented and now underway.
- LMETB Youth Work Celebration Day was held on November 1<sup>st</sup> with involvement from Young People and Youth Workers across Louth and Meath. The event showcased good practice across the sector and included live music, video and presentations.



LMETB at the ETBI Youth Work Matters conference, June 2024

- Youth Officer convened and Drogheda Implementation Board funded Southside Voices, a multi-agency steering group around youth mental health and community resilience initiatives. It concluded its term and is succeeded by the new advisory group for Louth Local Development Community House in Rathmullen, Drogheda.
- LMETB Youth Services and one of our UBUs presented at Youth Work Matters national conference.
- Targeted Youth Employability Support Initiative awarded to one of our UBUs and now underway.
- LMETB Youth Services organised Youth Worker training in ICT and social media for 17 Youth Workers and HACCP training for 20 Youth Workers across the two counties.
- Youth Connect Fest 2024 - LMETB Youth Services were represented on the steering group for a major showcase of youth and community services in the Drogheda area which attracted several thousand attendees on the day.

# Organisation Support and Development Directorate

The Organisation Support and Development Directorate (OSD) provides administrative support to schools, colleges, centres and services across all LMETB locations. This allows educators and trainers to focus on the delivery of direct services to learners, ensuring a high-quality learning experience. Administrative support is also provided to the Board through OSD. These responsibilities are delivered through a number of functions, namely, Corporate Services, Finance, HR, ICT, Payroll and Finance Shared Services Projects. The directorate is also responsible for Music Generation in both Louth and Meath and the administrative support to the Drogheda Implementation Board.

## Statistics on Payments

Payment Type	Payment Runs						Transactions			
	2024	2023	2022	2021	2020	2024	2023	2022	2021	2020
Creditors	96	90	94	72	61	26,707	26,626	24,231	18,292	19,256
Creditors RSTC	-	39	48	48	54	-	829	894	677	753
Apprenticeship	26	26	26	9	22	14,126	11,750	8,403	3,475	2,350
Travel & Subsistence	11	11	11	11	11	932	1,030	677	310	310
VTOS Allowances	51	51	51	53	53	5,039	4,031	2,996	2,206	2,660
Youthreach Allowances	51	51	51	53	53	10,097	9,535	8,267	7,234	9,021
Training Allowances RSTC	51	51	77	89	74	9,734	8,638	13,972	13,642	15,450

## Comply or Explain

Exemptions from the specific provisions in the Code of Practice may be justified in certain situations provided the objectives of those provisions can be achieved by other governance measures. Should a board intend not to follow a provision of the Code, this decision and a detailed explanation must be included in the Chairperson's report. The Chairperson's report for 2024 is furnished to the Minister with this report.

## Non salary related fees paid to Board Members

Details of the non-salary-related fees paid in respect of Board members analysed by category of fees are included in the Annual Financial Statements (AFS) for the year ended the 31st of December 2024 which will be published within one month of receipt from the Office of the Comptroller and Auditor General.

## LMETB Policies

The following ETB policies were noted by the Board during 2024:

1. LMETB Social Media Policy – New Policy
2. Statement of Policy Disclosure of Interests by Members - Updated
3. Statement of Policy Disclosure of Interests by Staff - Updated
4. LMETB Procurement Policy - Updated
5. Gifts Trusts and Scholarships Policy - Updated
6. LMETB Equality and Human Rights Statement – New Statement

## Statement of Internal Control

The Audit and Risk Committee carried out a review of the effectiveness of the system of internal control for 2024 at its meeting on 21 March 2025. At this meeting, the Committee concluded that LMETB's system of internal control operated effectively during the reporting period (2024) and that the system of internal reporting gives early warning of internal

control failures and emerging risks and recommended that the draft Statement of System of Internal Control be approved by the Board.

## Procurement

Public Procurement is the acquisition, whether under formal contract or not, of works, supplies and services of Public Bodies of which LMETB is one. It ranges from the purchase of routine supplies or services to formal tendering and placing contracts for large infrastructural projects.

LMETB works with The Office of Government Procurement (OGP), Education Procurement Services (EPS) and ETBI in procuring works, supplies and services. This helps to eliminate duplication and ensure value for money. It also ensures that the procurement expertise and experience that exists is harnessed and applied consistently to all procurement activities.

The Corporate Services Section are responsible for the procurement of a wide range of goods and services for schools and centres under the remit of LMETB. The goods range from specialised equipment for Further Education & Training Centres, to equipment, furniture, catering services, school books etc for Schools as well as general operational tenders. The table below outlines the number of tenders managed by Corporate Services over a period of 3 years from 2022 to 2024.

The figures include open competitions published on the eTenders platform for above and below the European thresholds which is currently €221,000, mini competitions run via the OGP, EPS and HEAnet frameworks and local competitions run under the Request for Quotation procedures. It also includes the number of contracts that LMETB extends on an annual basis.

The CES Section held training sessions for relevant staff members on procurement matters in 2024 to ensure an understanding of procurement processes and procedures throughout LMETB.

	2024	2023	2022
<b>Number of Tenders advertised on eTenders (National)</b>	16	19	34
<b>Number of Tenders advertised on OJEU</b>	8	11	8
<b>Number of Mini Competitions via OGP/EPS/HEAnet</b>	4	4	4
<b>Direct Drawdown</b>	11	8	18
<b>Request for Quotes</b>	13	2	5
<b>Number of Contracts extended</b>	83	109	44
<b>Totals</b>	<b>135</b>	<b>153</b>	<b>113</b>

\* The figures outlined above have been updated to reflect procurement of goods and services only.

## Insurance

Details relating to the number of insurance claims LMETB managed for the period 2020 - 2024 are provided in the table below

Year	New Claims	Settled Claims	Active Claims	Total
2024	2	1	14	17
2023	3	3	13	19
2022	3	4	15	22
2021	0	9	14	23
2020	5	10	23	38

## Health and Safety

LMETB are committed to providing a safe environment for staff, students and learners and all who avail of their services. The CES Department organised training as required for staff of LMETB throughout 2024. The table below outlines accidents/incidents reported to the CES Department of OSD as well as the number reported to the Health and Safety Authority (HSA) for the years 2019 - 2024.

Year	No. Reported to CES Dept	No. reported to HSA
2024	585	39
2023	659	67
2022	407	27
2021	211	10
2020	50	2
2019	187	9

There were three inspections carried out by the Health and Safety Authority in 2024. This is a decrease from four in 2023 and eleven in 2022.

## Risk Management

The Board carried out an assessment of the ETB's principal risks in 2024. Risk management was a standing item at Audit and Risk Committee meetings and Board meetings during the year.

An extensive review of the Risk Register was undertaken in 2024 to align the organisational risks of LMETB more closely to its Strategic Plan. This review led to the identification of an increased number of risks. The table below sets out the number of risk items identified on the Corporate Risk Register according to the level of risk.

	High Risk items	Medium Risk items	Low Risk items	Total
2024	4	28	10	42
2023	9	13	3	25
2022	10	14	2	26
2021	10	13	2	25
2020	9	14	2	25

Measures implemented in response to risk include insurance, training, implementation of additional internal controls, liaison with the Department of Education and SOLAS, ongoing policy development and implementation, strengthening of staffing in key areas where possible and implementation of audit recommendations.

## Gifts, Trusts and Scholarships

The 2013 ETB Act provides that the approval of gifts, trusts and scholarships is a reserved function of the Board. The Gifts, Trusts and Scholarships Committee was established in January 2019 to assist the Board in its performance of this function and is supported by the CES Department.

Section 29 of the 2013 Act requires an ETB to include, in its annual report, details of any gift accepted by it above an amount specified by the Minister for Education. LMETB's understanding is that no amount has yet been specified by the Minister and that gifts of a material amount should be included in the annual report. At its meeting on 10 January 2019, the LMETB Board passed a resolution that gifts above an amount of €5,000 be disclosed in the annual report.

Two such gifts were received in 2024:

- Scholarship to the value of €24,000 by Naughton Foundation for a past pupil of St. Oliver's Community College
- Donation of €5,000 by MRP Investment & Development Limited to Beaufort College

## Official Languages Act

### Scéim Teanga Oifigiúil /Official Language Scheme 2021-2024

Tá BOOLM tiomanta d'fheidhmiú na dtiomantas atá ina Scéim Theanga. In 2021, rinne an tUas. Jack Chambers T.D, Aire na Roinne Turasóireachta, Cultúir, Ealaíon, Gaeltachta, Spóirt agus na Meán Scéim Theanga Oifigiúil BOOLM 2021-2024 a fhaomhadh. Tá BOOLM ag leanúint den chomhoibriú dlúth leis an gCoimisinéir Teanga chun go gcomhlíonfar na riachtanais uile atá inár Scéim Theanga. I measc na riachtanas seo tá feabhsú seirbhíse trí mheán na Gaeilge don phobal. Cheap BOOLM Gaelchultúr mar an soláthraí oiliúna d'aon bhall fairne riachán ar suim leo dul i mbun 'Teastas sa Ghaeilge Ghairmiúil' atá creidiúnaithe ag QQI. Le linn 2024, chuir dáréag den fhoireann riachán leibhéal éagsúla QQI den 'Teastas sa Ghaeilge Ghairmiúil' i gcrích le Gaelchultúr. Is oiliúint luachmhar í seo agus d'aidhm léi acmhainn BOOLM seirbhís trí mheán na Gaeilge a chur ar fáil agus is léiriú é ar dhíograis bhaill fairne BOOLM an Ghaeilge a chur chun cinn ar an láthair oibre. Leanfar den oiliúint seo a chur ar fáil ar bhonn bliantúil do bhaill fairne riachán agus de rogha acu dul chun tosaigh i dtreo Teastas QQI Leibhéal 6. Ó 2021 i leith, tá an oiliúint seo curtha i gcrích ag 50 ball fairne san ionlán.

LMETB is committed to implementing the commitments it entered into in its Language Scheme. LMETB's Official Language Scheme for 2021-2024 was approved in 2021 by the Minister of the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, Mr. Jack Chambers T.D. LMETB continues to liaise closely with An Coimisinéir Teanga to work towards meeting all requirements in our Language Scheme. One requirement is the improvement of a service through Irish to members of the public. LMETB procured Gaelchultúr as the training provider for any administrative staff interested in undertaking a QQI accredited 'Certificate in Professional Irish.' During 2024, twelve administrative staff completed various QQI levels of the 'Certificate in Professional Irish' with Gaelchultúr. This is valuable training with a view to developing LMETB's capacity to provide a service through Irish and is a testament to the enthusiasm of staff in LMETB to promote the Irish language in the workplace. This training will continue to be available annually to administrative staff with an option to progress towards a QQI Level 6 Certificate. Since 2021, a total of 50 staff members have completed this training.

In 2024, the Director of OSD held quarterly meetings with members of the CES Department to review progress in implementation of LMETB's Language Scheme. This meeting provides an opportunity to review progress to date and identify appropriate actions to continue to raise awareness among LMETB staff of particular aspects of the scheme. LMETB will continue to liaise and engage regarding its commitments under the scheme.

## Irish Human Rights and Equality

Section 42 of the Irish Human Rights and Equality Commission Act 2014, the Public Sector Equality and Human Rights Duty, requires Public Bodies to undertake the process of Assess, Address and Report in relation to the promotion of equality and prevention of discrimination across all functional areas of LMETB. In 2024, LMETB reviewed existing policies relevant to areas of Diversity, Inclusion and Equality and created consultation platforms to assess Staff and FET Learners' lived experiences of Discrimination and Disability in the LMETB environment. These lived experiences will form part of the assess, address, and report process. LMETB revised the Equality, Diversity, and Inclusion policy in totality to reflect the Public Sector Duty and current LMETB practices. LMETB published an Equality and Human Rights Statement on the LMETB website and intends to publish the Public Sector Equality and Human Rights Duty Report in Quarter 1 of 2025. The report will include further data and details in relation to the Address, Assess and Report findings with an action plan for 2025. In addition to the progress made above, LMETB also made significant progress in Accessibility. LMETB appointed an Access Officer to oversee compliance in Accessibility under the Disability Act 2005. An Accessibility Statement was created and published via the LMETB website. Disability Awareness Training was delivered to staff members by the Open Doors Initiative, and as part of our Age awareness initiative Retirement Planning was delivered to staff members considering retirement. LMETB met with local Employability Services in Louth and Meath to give an overview of our services, and to remind the coordinators of the services of LMETB's position as an equal opportunities and fully inclusive employer, welcoming of job applications from suitably qualified candidates to vacant positions within the ETB. Accessibility Monitoring of our website and mobile applications will continue into 2025 as part of our compliance with the EU Web Accessibility Directive 2025. LMETB remains deeply committed to the elimination of discrimination, promotion of equality and human rights across all areas of our service delivery.

## Protected Disclosures

The annual report on protected disclosures in respect of 2024 was sent to The Minister for Public Expenditure and Reform and published on the LMETB website on 13 January 2025.

Year	2024	2023	2022	2021	2020
No.	0	0	0	0	0

## Information and Communication Technology

Projects Type	2024	2023	2022	2021	2020
Major projects	29	28	29	24	28
System uptime (est.)	99.0%	99.0%	99.0%	99.0%	99.0%
Helpdesk queries managed	7,517	7,458	7,279	7,669	6,463

## ICT Report 2024

2024 saw LMETB ICT welcome a long overdue and most welcome addition to the full-time complement. A Grade VI Senior Staff officer is a massive asset to the Dept and is proving invaluable to the team.

Our integrated ICT Managed Service has settled and is proving most effective. We are confident moving forward that this was the correct direction and we will be engaging with our partners Viatel to continue to strengthen service and support teaching and learning. We also migrated over to a new ticketing system and we are enjoying much better functionality.

There have been many projects undertaken by the ICT Dept this year, some of the most notable are the relocating of the network to the new school in Enfield and the installation of a whole new network for Cara Special School. The extension of the school in Bush is also proceeding at pace as is the build in Colaiste na Mí, O' Carolan College among others.

Continued investments in ICT by the Department saw many schools increase their suite of digital devices for students and equip teachers with mobile devices that provide more flexibility in the classroom. There was also investment in new projectors and Digital Whiteboards across schools and centres.

A huge project to replace the schools MIS system was undertaken successfully with the onboarding and deployment taking place in a period of 4 weeks for roll out, development and training. It was a huge effort by all involved including our colleagues in the Schools Directorate. LMETB ICT are also involved in the national procurement exercise for the provision of SMIS for the sector which is nearing completion.

Cyber Wellness and resilience were a strong focus for the Department this year with continuous training, awareness campaigns and other outreach exercises taking place.

The ICT Dept are also continuously updating our policies and procedures. A new online mobile phone requisition form was introduced, we assisted in the development of a software requisition / approval form, we have also developed new sites in Modern SharePoint to migrate our data to further strengthen our cyber and data protection resilience. We are also working on Account Management and Creation currently in preparation for the roll out of A5 licensing for all staff in Q2 of this year.

## Payroll Administration

	2024	2023	2022	2021
Starters recorded	874	828	418	435
Leavers recorded	480	593	164	173
Incremental Credit Applications	42	40	46	51

Statements of Service	73	85	101	143
Certificates of Salary	114	79	7	41
Number of transactions processed	39,012	33,239	34,970	33,361
PG105 (fortnightly)				
Number of transactions processed	9,590	12,042	8,349	8,375
PG106 (fortnightly)				
Number of transactions processed	5,994	5,820	5,630	4,920
PG304 (PTT Monthly)				
Total	56,179	<b>52,647</b>	<b>49,678</b>	<b>47,458</b>

## Leave Management

	2024	2023	2022	2021	2020
Maternity leave applications	116	113	133	148	127
Parental leave applications	172	130	120	84	66
Career break applications approved	39	37	31	35	39
Job-share applications approved	86	84	69	58	52
Paternity Leave	28	25	26	27	26
Parents Leave	137	125	115	88	
Secondment	9	7	9	11	15
<b>Total</b>	<b>587</b>	<b>521</b>	<b>503</b>	<b>451</b>	<b>325</b>

## Recruitment

	2024	2023	2022	2021	2020
Posts advertised	1,202*	1,291	555	577	485
Applications received	3,892	3,300	2,939	3,165	6,087
Interview competitions held	440	402	380	331	284
Posts filled	539	843	418	410	439
<b>Total</b>	<b>6,073</b>	<b>5,836</b>	<b>4,292</b>	<b>4,483</b>	<b>7,295</b>

\*including 457 re-advertisements

## Pensions

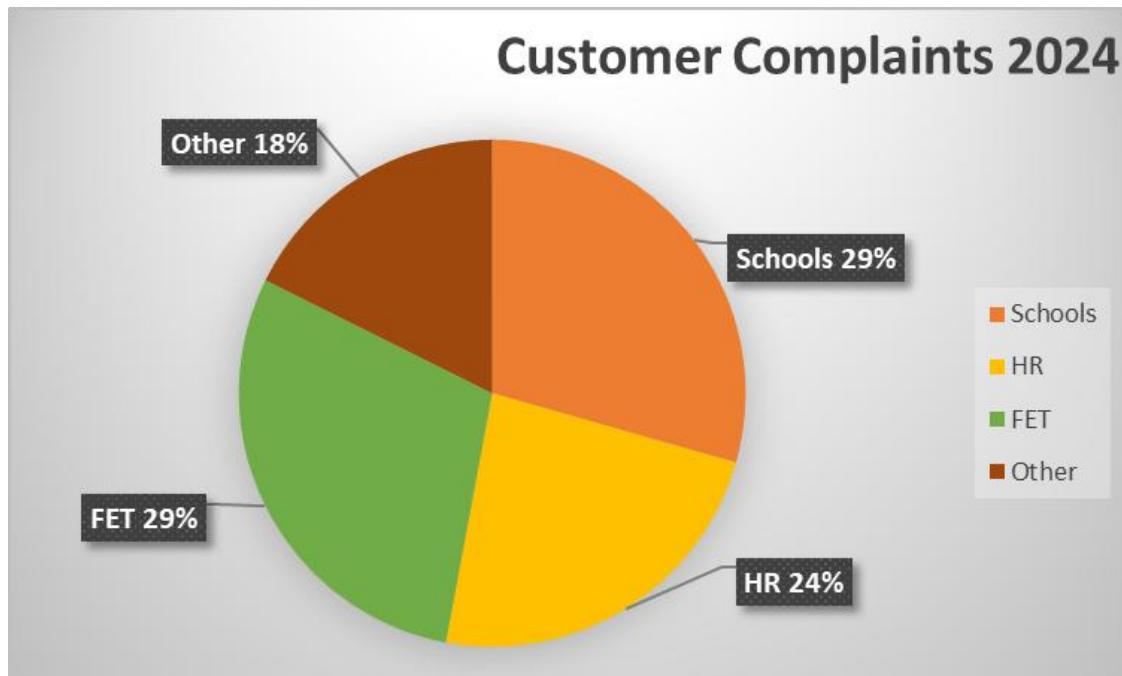
	2024	2023	2022	2021	2020	2019
Pension awards	44	24	34	14	41	32



## Customer Services

LMETB is committed to providing a high level of customer service to all those that avail of its services. 17 complaints were received during 2024 through LMETB's customer service complaints procedure. This is a reduction from 27 in 2023. The complaints were dealt with in accordance with the appropriate complaints' procedure.

The table below sets out the percentage of complaints relating to different areas of LMETB.





## Music Generation

Music Generation is Ireland's National Music Education Programme which transforms the lives of children and young people through access to high-quality, subsidised performance music education. Established by its parent company Music Network, Music Generation is co-funded by U2, The Ireland Funds, the Department of Education and Skills (DES) and Local Music Education Partnerships (LMEPs).

### Music Generation Louth

Since Music Generation Louth was launched in 2011, it has provided thousands of young people annually with access to music. Its work brings fresh perspectives and practices to performance music education, nurturing musicality and creativity to make music both meaningful and exciting for children and young people. Activities cater for a range of musical interests, abilities and contexts. In-school programmes foster awareness, interest and participation in music. Music hubs in Dundalk and Drogheda support progression opportunities for children and young people to advance their musical learning in a range of instruments and musical styles. Various ensemble initiatives create a vital social and creative dimension providing opportunities to participate in a range of inspiring performance experiences, both locally and nationally.

Music Generation Louth is led by Music Development Officer Gemma Murray, supported by one full-time administrator and two full-time resource staff. The team is based at Music Generation Louth's Hub in the FET Building at LMETB, Chapel St in Dundalk.

The Music Generation financial model operates on a match funding basis. In 2024, the annual grant allocation from the Department of Education along with additional project funding\* accounted for approximately 44% of total income. The remaining funding in 2024 came from a variety of sources; fees derived from activities accounted for 36%; financial support from key stakeholders totalled 8%; support in kind 11% and 1% came from corporate support.

In 2024, MG Louth engaged 18 musician educators who along with the resource staff delivered 20 programmes, reaching 3,625 children and young people. Additional funding was secured to lead several exciting projects as part of We Are Music, a national year-long scheme celebrating Music Generation's journey of music making and creativity. These provided many memorable music learning experiences and performance opportunities.



Young pipers performing with Nasc Culture Night 2024



Highlights include Nasc, a regional folk orchestra collaboration with Comhaltas Ceoltóirí Éireann, Music Generation Meath and Music Generation Cavan Monaghan. Under MG Louth's leadership and working with multi-instrumentalist Lisa Canney,

members of the Nasc Orchestra worked over several months to collaboratively compose and arrange a new work entitled *The Circle of Life*. The piece was premiered in Wexford as part of Ceiliureadh Music Generation at Fleadh Cheoil Na hÉireann in August and performed again on Culture Night at the Garage Theatre, Monaghan in September.



Guest musician Lisa Canny leading young musicians performance at the Garage Theatre 2024

Similarly, MG Louth took the lead to organise a creative project for the Music Generation National Harp Collective (a collaboration with Music Generation harp programmes in Louth, Mayo, Laois and Waterford). Working with guest musician Grainne Meyer, over 40 young harpers worked together to compose a new suite entitled *Lá na Seacht Síon*. This was also performed at Ceiliureadh Music Generation in Wexford.

In the world of classical music, it was also a busy year. Music Generation Louth's Senior String Ensemble travelled to Belluno and Trieste in Northern Italy during August to perform in the hometowns of directors Davide Forti and Francesca De Nardi. They also participated in the Corda Connections second annual summer residential course in Dundalk and performed at Music Generation's high profile We are Music Generation event at The Convention Centre, Dublin.

\*Create, Celebrate, Collaborate Scheme co funded by U2, The Ireland Funds, the Arts Council/An Comhairle Ealaón and the Department of Education.



L. Young singers perform at Music Generation Louth's annual spring concert at An Táin Arts Centre, Dundalk.

R. Music Generation Louth's Senior String Orchestra performed at the mountain top Nevegal Sanctuary near Belluno in the Veneto region of northern Italy as part of their summer 24 tour.



## Music Generation Louth Participation 2020 - 2024

Music Generation Louth	2024	2023	2022	2021	2020
<b>No. of Programmes</b>	20	20	14	22	22
<b>Participation (girls)</b>	2213	2522	1974	1754	1756
<b>Participation (boys)</b>	1412	1744	1316	978	1030
<b>Participation (primary school age)</b>	2894	3443	2755	1970	2140
<b>Participation (post primary school age)</b>	731	823	535	762	646
<b>Total Participation</b>	<b>3625</b>	<b>4266</b>	<b>3290</b>	<b>2732</b>	<b>2786</b>

## Music Generation Meath

Music Generation Meath is supported by Louth and Meath Education and Training Board and Meath County Council. It started programme roll out in September 2020, led by Music Development Officer Aoife O'Connell, supported by one full-time administrator based at LMETB offices, Abbey Road, Navan.



Ashbourne Choir singing at Peace concert November 2024

2024 also saw the second iteration of the Youth Music Festival in partnership with Sub Sounds, MG South Dublin, MG Kildare, MG Wicklow, MG Dublin City and MG Fingal. Following on from that success MGM have secured funding for it to take place again in summer 2025, and hopefully to further develop this offering year on year, on the TU Dublin campus in Tallaght. 23 Musician Educators worked with MGM in 2024, and a number of visiting professionals were also hosted.



Children and Young People's Day in the Convention Centre March 2024

## Music Generation Meath Participation 2020 - 2024

Music Generation Meath	2024	2023	2022	2021	2020
No. of Programmes	55	57	34	32	8
Participation (preschool)	12	15			
Participation (primary school age)	7914	4889	3433	1792	546
Participation (post primary school age)	258	183	295	594	72
Total Participation	8164	5087	3728	2386	618

## Drogheda Implementation Board

The Drogheda Implementation Board, a structure established by the Department of Justice in 2021, and hosted by LMETB, is the core driver and co-ordinator of the recommendations outlined in the Drogheda Report Implementation Plan.

The recommendations in the plan fall under two general headings (1) the need for improved interagency cooperation in the administration and delivery of services in Drogheda, and (2) the need to resource services or provide additional services in the area.

In response to heading (1) over the course of 2024:

- 32 Board and subgroup meetings were held
- 75 individuals representing 32 organisations attended Drogheda Implementation Board structure meetings
- Drogheda Implementation Board continued to be a contributing member of a number of local structures including Louth Local Development, SICAP Network of Services for Young People, the Purple Flag Team and the Drogheda Place Based Leadership Group.

Drogheda Implementation Board is also a collaborative partner on the development of a new All Ireland Community Safety Network and hosted the first event on 12th March 2024 in Drogheda. Key stakeholders in Community Safety from across Ireland travelled to attend the event including members of both An Garda Siochána and the PSNI; Departments of Justice and Policing Authority representatives from both sides of the border; local authority staff and elected members; Tusla, HSE;

Community & Voluntary sector organisations and more.



Members of the Drogheda Implementation Board at the All Ireland Community Safety Network held in Drogheda In March 2024

Also In March 2024 Drogheda Implementation Board, in collaboration with the LMETB Drogheda Youth Officer; Louth Local Development; Youth Work Ireland Louth; Boomerang Youth Centre and Café; Holy Family School Completion Programme; St John's NS; Ballsgrove Youth Club and Extern Intensive Family Support Service hosted an event in St. Nicholas GFC to kick off the '**Southside Voices**' Project. A similar initiative "**Our Place**" was commenced in the Moneymore area later in the year.

In October 2024 members of the Board attended the official opening of the Community House in Rathmullen by Louth Local Development with the support of Louth County Council and the Drogheda Implementation Board.

In response to general heading (2) – the need to resource services or provide additional services in the area- Drogheda implementation Board continued to make real progress on a number of actions including securing long term funding for posts in the Red Door, the expansion of An Garda Síochána South Louth jurisdiction to include the South of Drogheda (e.g Dublin Road/Grange Rath area), the establishment of a Traveller Primary Healthcare Unit in Drogheda and the expansion of the Slaintecare Healthy Communities Programme to include Drogheda for 2025.



Official opening of the Community House in Rathmullen, Drogheda

Representatives of all 32 Drogheda Implementation Board member organisations came together on Friday 13<sup>th</sup> September in the Barbican Centre, Drogheda to review progress on action delivery, mark the achievements of Drogheda Implementation Board structures to date and to plan for the future.



Attendees from all 32 member organisations of the Drogheda Implementation Board at the plenary session held in September 2024

The project “Sportuile” was officially launched by Minister for Sport and Physical Activities Thomas Byrne T.D. in November 2024. This project involves funding from Sport Ireland for three years to Louth and Meath Sports Partnerships to deliver on their Driving Change Through Sport Initiative with a specific focus on Drogheda and the surrounding area. LMETB continued to be one of the main drivers in delivering on actions in the Drogheda Report Implementation Plan during 2024 most notably securing funding of €11m for a Sports Arena at St. Oliver’s Community College, Rathmullen in collaboration with Drogheda Wolves.



The official launch by Minister Thomas Byrne of “Sportuile” in the Lourdes Stadium

**The term of the Drogheda Implementation Board came to an end on 31<sup>st</sup> December 2024**

# Organisation Support and Development: Capital, Estates, Climate Action and Sustainability

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In recognition of the substantial land and buildings portfolio of LMETB and the organisation's commitment to sustainability, the Organisation Support and Development Capital, Estates, Climate Action and Sustainability Directorate was established as a Directorate in its own right during the year 2024. The Directorate is responsible for all Capital Projects, Estates Management, Climate and Sustainability for LMETB. During 2024 there were €400 million worth of Capital Projects ranging across New Schools, Major Extensions, Community Special Schools and Special Classes, New Training Centres, FET College of the Future, Modular Solutions and Minor Works, all at various different stages. Capital spend in 2024 was €41 million.

In addition to Capital Projects, the Directorate is responsible for the maintenance and renovation of existing schools and centres. Maintenance activities can range from minor repairs to major refurbishments, ensuring that the buildings remain functional and up-to-date with modern educational requirements.

The Directorate also plays a strategic role in Estates Management. This involves aligning to our Estates Strategy, the modernisation of facilities, optimising space utilisation, creating inclusive, accessible environments that foster innovation and learning and adapting to changing educational demands. The Directorate oversees and manages all site acquisitions, leases/licences and use of LMETB facilities.

Climate and Sustainability is a key focus for the Directorate. Implementing energy-efficient practices, reducing the environmental impact of buildings, and promoting sustainable construction methods are integral to our operations. This not only helps in reducing operational costs but also aligns with broader LMETB, Department and National and EU Climate Action targets.

The work of the Directorate is essential for creating and maintaining high-quality educational environments which ensure that facilities are safe, efficient, and supportive of LMETB's Strategic Goals, ultimately contributing to the success and well-being of learners and staff.



Dunshaughlin Community College Major Devolved Extension

## Capital Projects 2024

### School Projects

Ard Rí Community National School & St. Ultan's Special School, Navan - New Schools Build	Ard Rí Community National School, Navan - Modular Accommodation	Ashbourne Community National School - Modification to Modular Accommodation	Beaufort College, Navan - Modular Accommodation
Bush Post Primary School, Riverstown, Dundalk - Major Permanent Extension	Cara Community Special School (DoE Led Project)	Coláiste de Lacy, Ashbourne - Phase II, Major Permanent Extension (DoE Led Project)	Coláiste na hInse, Laytown - Permanent Extension and Special Needs Unit
Coláiste na Mí & St. Mary's Special School, Navan - Phase II Major Permanent Extension	Coláiste Ríoga, Dunshaughlin (DoE Led Project) - New School Build	Coláiste Ríoga - Modular Accommodation (DoE Led Project)	Dunshaughlin Community College - Permanent Extension and Special Needs Unit
Dunshaughlin Community National School (DoE Led Project) - New School Build	Enfield Community College - Modular Accommodation (DoE Led Project)	Enfield Community College (DoE Led Project) - New School Build	Faughart Community National School, Dundalk - Additional Permanent Accommodation
Loreto Secondary School, Navan - Modular Accommodation	Loreto Secondary School, Navan - Permanent Extension and Special Needs Unit (Non-ETB School)	O'Carolan College, Nobber - New School Build	Skerries Educate Together National School - Special Needs Unit (Non-ETB school)
Coláiste Pobail, Ráth Chairn - Life Safety System	St. Ciarán's Community School, Kells - Permanent Extension & Special Needs Unit (Non-ETB School)	St. Francis National School, Blackrock - Permanent Extension and Special Needs Unit (Non-ETB School)	St. Mary's National School, Enfield - Special Needs Unit (Non-ETB School)
St. Oliver's Community College, Drogheda - Modular Accommodation	St. Oliver's Community College, Drogheda - Permanent Extension & Special Needs Unit	St. Oliver's Community College, Drogheda - Sports Hall	St. Oliver Post Primary, Oldcastle - Modular Accommodation
St. Oliver Post Primary, Oldcastle - Permanent Extension	St. Peter's College, Dunboyne - Special Needs Unit	St. Peter's NS, Dunboyne (Non-ETB School) - New School Build	St. Peter's College, Dunboyne - Electrical Upgrade



Ard Rí Community National School, Navan, Co. Meath

## Further Education & Training Projects

Advanced Manufacturing Training Centre of Excellence

Ardee Youthreach - Upgrade and Refurbishment

Dunboyne College of the Future

Strategic Infrastructure Upgrade Fund DIFE

Strategic Infrastructure Upgrade Fund Navan

Chapel Street, Dundalk - Boiler

Chapel Street, Dundalk - Roof Repairs

Regional Skills & Training Centre, Dundalk - Life Safety Systems



Advanced Manufacturing Training Centre of Excellence, Dundalk, Co. Louth

## Other Projects

Part Fab Modular Accommodation 2023/24 on behalf of the DoE

Solar For Schools PV Programme

LMETB New Administrative HQ

Radon Remediation Programme

Coláiste Pobail Ráth Chairn - RePower EU Energy Retrofit Project



New LMETB Administrative Offices, Drogheda, Co. Louth



**Coláiste Pobail Ráth Chain Deep Energy Retrofit Project**

## Leases/Licences/Short Term Rental Agreements

Year	Number of Leases/Licenses/Short Term Rental Agreements
2024	66
2023	59
2022	43
2021	38
2020	42

## Use of Facilities

Number	Applications Processed
2024	61
2023	61
2022	47
2021	33
2020	13*

### Notes

\*The number of applications for use of LMETB facilities during 2020 was lower due to the COVID 19 pandemic.

## Acting Sustainably

One of LMETB's five strategic goals is to act sustainably, in a way that is consistent with a sustainable future and consistent with Ireland's Climate Action Plan 2021.

This strategy is supported by six actions:

- To develop an LMETB sustainability policy consistent with UN targets and Ireland's Climate Action Plan 2021 including the specific targets set under that plan for LMETB.
- Engage with staff on implementation of LMETB's Sustainability Policy to enable them to contribute to LMETB's sustainability objectives
- Engage with learners on implementation of LMETB's Sustainability Policy to enable them to contribute to LMETB's sustainability objectives
- Develop partnerships, including with SEAI, which can contribute to LMETB's sustainability objectives
- Ensure that LMETB property is managed in a sustainable manner in line with LMETB's Sustainability Policy
- Reduce LMETB's environmental impact in line with LMETB's Sustainability Policy

The Government has established both national and international energy and climate objectives that all public sectors must adhere to. The overarching goal is to achieve a 50% improvement in energy efficiency and a 51% absolute reduction in greenhouse gas emissions by 2030. This necessitates the formulation of emissions pathways through modeling, with radical action being imperative to meet the set targets.

The targets set by government are absolute; this means that there is no ceiling provision allowed for future expansion of LMETB's estate. All new schools or further education accommodation, from 2018 onwards must be added to the target figure. This raises the bar significantly, making it even more challenging for LMETB to meet the targets set out by Government.

LMETB must expand their estate and building footprints to meet growing populations and increased enrolments in the Louth and Meath region. Current and future building projects will further impact LMETB estate and building footprint. New developments are necessary to replace inadequate premises with fit for purpose education spaces. This will allow LMETB to deliver services required to meet the education and training needs in the Louth and Meath region.

To assist in tackling this challenge, LMETB has partnered with the SEAI Public Sector Partnership program. This collaboration is instrumental in working towards the 2030 targets. However, attaining these goals demands extensive strategic planning to secure necessary resources and investments, as well as fostering collaboration among all LMETB staff for sustained progress.

LMETB are using the SEAI Gap to Target tool to set out analysis of the gaps to achieve a 51% reduction in energy-related emissions and 50% improvement of Energy Efficiency by 2030 as well as SEAI's Public Sector Monitoring and Reporting (M&R) to annually report on implementation of mandate requirements. These tools provide analysis of LMETB's energy usage, emissions, and efficiency across the portfolio and practices to understand our performance in achieving our emissions and energy efficiency goals.

LMETB collaborates closely with the SEAI Programme Support Manager to develop and update energy plans and policies. This collaboration assists in achieving compliance with energy performance monitoring and reporting (M&R) requirements and drives initiatives in schools and centres throughout LMETB.

LMETB has established an overall Green Team which acts on an advisory and consultative basis to assist in the achievement of overall energy targets. It also provides support to school and centre green teams.

Additionally, LMETB has appointed an Energy Performance Officer and Climate Sustainable Champion at the Senior Management Team level. LMETB secured approval to appoint an Assistant Principal Officer for Estates, Climate Action and Sustainability; this post was filled in early 2025.

LMETB recently procured and appointed an Energy Efficiency in Design consultant. LMETB will utilise this new professional expert in all areas of Energy and to further advance the Climate Action Mandate for LMETB.

Senior Management is committed to continuous improvement in energy performance and ensures that resources to the extent that they are available to the organization, are allocated to achieve objectives and targets. Funding availed of includes Green Capital Devolved Grant for FET, Capital Investment programme for FET and capital funding for schools. LMETB will continue to monitor funding opportunities and where they qualify will make applications to these government schemes/initiatives. Where possible LMETB will use own resources. Funding for capital projects including retrofits, etc. is dependent on funding opportunities, supports and approvals from the Department of Education and from the Department of Further and Higher Education, Research, Innovation and Science.

There are Green Teams in most of LMETB's schools and centres and, with ongoing support from the LMETB Green Team, it is the aim that all schools and centres would have Green Teams in place. Green Teams in schools and centres are encouraged to report on progress on school and centre-wide initiatives on a regular basis to LMETB's Head Office Green Team. These teams promote the collation of energy consumption data, monitor energy usage, implement energy management strategies to improve efficiency and reduce carbon, and engage with staff and students on initiatives on good energy and sustainability practices. The Green Teams allow all staff and learners to buy-in to LMETB's climate and energy goals and offers a platform for stakeholders to suggest improvements in practices from their daily experience in these buildings.

To enhance energy management knowledge among staff, various energy courses have been attended, including Energy Map Training, which focuses on continual energy improvements and NZEB fundamental awareness & retrofit training. Training assists staff with monitoring consumption, identifying opportunities for improvement, make meaningful and measurable changes, and learning from the effectiveness of these interventions. Other programmes attended include Energy/Carbon Basics, Energy in Education, Energy Efficient Design, and the SEAI Engaging People - Staff Engagement Accelerator Programme. Several LMETB staff have signed up to SEAI Energy Link which is a very useful resource for sharing knowledge and engaging in upcoming training courses.

Under the Climate Action Mandate as part of CAP24 (Climate Action Plan 2024), which applies to public sector organisations, LMETB finalised its second Climate Action Road map in February 2025.

This Roadmap documents how LMETB will engage with staff and students to generate an energy awareness programme and the proposed actions to achieve energy related carbon targets, and the improvement of energy efficiency as outlined in the Public Sector Climate Action Mandate. LMETB's aim is to run a 3-year energy awareness programme and to improve energy efficiency in LMETB.



The Climate Action Plan 2024 required public bodies to develop a Building Stock Plan to assist with the retrofitting of building stock to meet CAP targets. As part of the building stock planning process LMETB reviewed its building portfolio in the context of the targets and long-term accommodation needs.

Preparing a Building Stock Plan is a key element in developing a strategic approach to managing LMETB buildings over the next decade and beyond. LMETB prepared and submitted a Stage 1 Building Stock Plan in January 2024.

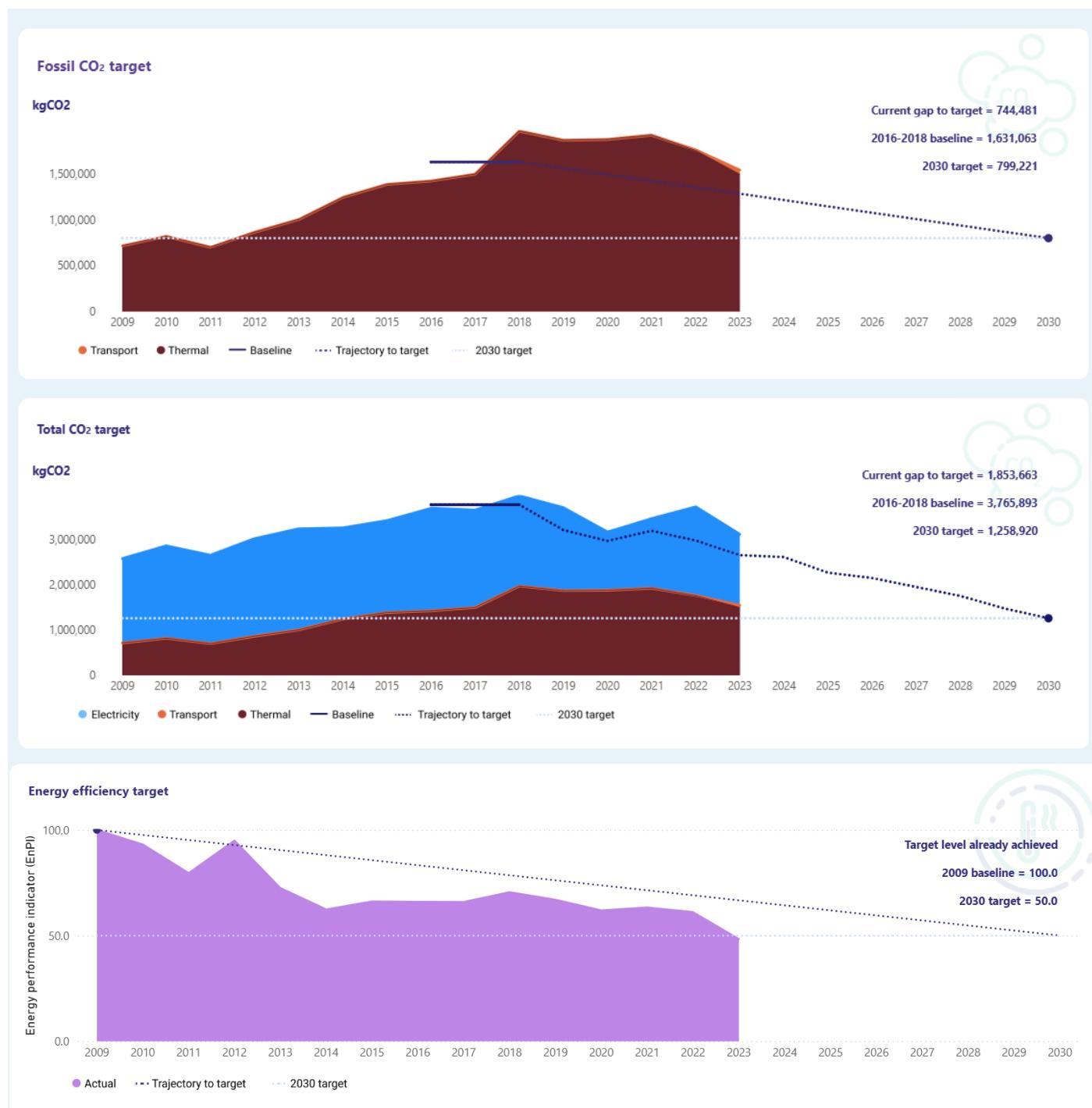
LMETB's Climate Action Roadmap focuses on meeting or going beyond the requirements of the Climate Action Mandate 2024. LMETB is also aware of the legal requirements relating to energy and climate action and acknowledges same in its roadmap.

S.I. 426 European Union (Energy Efficiency) Regulations 2014 states that all public sector bodies shall conduct an energy audit every 4 years. The purpose of an energy audit is to understand how to utilise energy more efficiently, to understand how energy is consumed in the building, and to identify energy saving opportunities from small-scale to large scale projects so that energy costs can be reduced. LMETB has completed audits to cover 85.5% of energy use across the portfolio as per the requirements of SI426:2014. LMETB are also pursuing energy audits for the remaining buildings. The information from these reports is used to highlight strengths in energy practices, identify weaknesses in energy systems, address threats to climate and energy goals, and optimise opportunities to improve buildings and practices. LMETB's SI 426 Energy Audit Summary Report was submitted to SEAI in February 2025 to meet the requirements of SI 426.

LMETB is committed to ensuring that all new procurement and construction projects adhere to the rigorous guidelines set forth by the Department of Education's Technical Guidance Documents for energy efficiency and construction quality. To achieve this goal, LMETB's Procurement Department has undergone training on green and sustainable procurement practices. They now actively seek documented evidence from suppliers, ensuring that awarded contracts prioritize environmentally friendly initiatives within their processes.

In line with environmental commitment, LMETB promotes activities aimed at conserving natural resources and reducing waste to landfill, while simultaneously increasing recycling rates. Rainwater harvesters are a standard feature incorporated into all new school projects, facilitating the storage of water for direct use or recharge back into groundwater.

Based on SEAI M&R energy performance baseline data up to 2023, LMETB's energy performance has improved by 51.7% since the baseline. Should energy performance be maintained at this level for another seven years, LMETB's efficiency target will be achieved. LMETB has reached the deadlines set by the SEAI for uploading 2024 metering data validations. We expect that LMETB's 2024 energy performance data will be made available by SEAI.



These achievements underscore the commitment of LMETB to sustainability and environmental responsibility, demonstrating effective measures to reduce gas and electricity consumption across LMETB facilities.

Efficiency gains are being achieved through:

- Implementation of a structured energy management programme and LMETB Energy Team
- Implementing and updating the LMETB Energy Policy
- Establishment of an energy strategy and action plan
- Implementation of LMETB Energy Roadmap to achieve climate and energy objectives
- Retrofits, buildings and facility upgrades
- Monitoring, reporting and tracking utility usage
- Promoting awareness and behavioural change in LMETB through the SEAI and OPW Reduce Your Use Campaign
- Staff training through SEAI online courses and workshops
- Installation of meter monitors

In 2023, meter monitors were installed at the Regional Skills Training Centre, Dunshaughlin Community College and Ó' Fiach College to track utility usage in real-time. This initiative significantly enhances energy data collection capabilities, facilitating informed decision-making based on up-to-the-minute data.

LMETB is also pursuing sustainable objectives in areas including reducing consumption of paper, water, single use items, reducing waste generation and vehicle emissions.

LMETB's overarching objective is to meet its 2030 total Greenhouse Gas (GHG) targets by integrating decarbonisation initiatives into all new projects and future programmes, thus contributing to a more sustainable and environmentally conscious future. Although we acknowledge the challenge of this target, through collective effort, SEAI Partnering and government department supports, LMETB will continuously strive to achieve it.

Compliance with Circular 1/2020: Procedures for offsetting the emissions associated with official air travel. LMETB have minimal air travel, with approximately 1 to 2 European annual flights for staff work-related travel. LMETB has sought clarification on the mechanism for paying into the Climate Action Fund on foot of Circular 1/2020.



# Appendix

## Appendix 1 – Reserved Functions of the Board

Section 12 (2) of the 2013 Act states:

(2) Each of the following are reserved functions:

- (a) a request by an education and training board for a name by which the board may describe itself for operational purposes under section 9 (3);
- (b) the appointment of a chief executive in accordance with section 14;
- (c) the suspension of a chief executive in accordance with section 17;
- (d) the establishment of a scholarship under section 24;
- (e) the giving of an opinion under section 27 (4)(h) and the adoption (with or without modifications) of a strategy statement under section 27;
- (f) the adoption of an annual report under section 28;
- (g) the acceptance of gifts or being constituted as a trustee under section 29;
- (h) a decision to authorise the attendance by a member at a conference, seminar, meeting or event under section 38;
- (i) in relation to a committee established under section 44 —
  - (i) the establishment or dissolution of the committee,
  - (ii) the determination of the terms of reference and the regulation of the procedures of the committee,
  - (iii) the appointment or removal from office of a member (including the chairperson) of the committee, and
  - (iv) the confirmation of an act of the committee;
- (j) the adoption of an annual service plan under section 47;
- (k) the power to borrow money under section 49;
- (l) the keeping of accounts in accordance with section 51;
- (m) in relation to a finance committee and an audit committee—
  - (i) the establishment of those committees,
  - (ii) the appointment and removal of a member (including the chairperson) of those committees, and
  - (iii) the receipt of a report prepared by each of those committees and the determination of what action (if any) should be taken as a result of the findings of any such report; and
- (n) the acquisition, holding and disposal of land, or any interest in land, under paragraph 3 of Schedule 3.