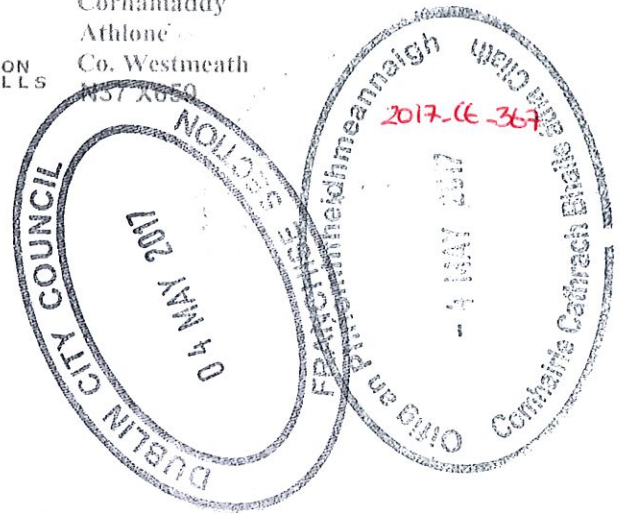


BOO – Airgeadas agus Pearsaíocht Riaracháin
 An Roinn Oideachais agus Scileanna
 Cor na Madadh
 Baile Átha Luain
 Co. na hIarmhí
 N37 X659



ETB Financial and Administrative Personnel
 Department of Education and Skills
 Cornamaddy
 Athlone
 Co. Westmeath
 N37 X659

Dublin City Council
 Civic Offices
 Wood Quay
 Dublin 8
 D08 RF3F



2/May/2017

Dear Chairperson,

I am writing to you in the context of difficulties that some Education and Training Boards (ETBs) have in meeting legal requirements for a quorum due to insufficient attendance by board members. The quorum for Board meetings is set out in the Education and Training Boards Act 2013 and requires attendance of 12 members out of an overall total of 21 members.

As you are aware ETBs have a wide range of important responsibilities and functions; these are set out in law. To enable the carrying out of their functions without delay or disruption ETB Boards are required, by law, to meet at least once every two months.

The purpose of this letter is to raise the awareness of this issue with each local authority and to request you to impress on the members of City of Dublin ETB from your local authority the importance of maximising their attendance at the ETB board meetings. This is particularly relevant given that 12 of the 21 members of each ETB are from the local authorities.

On foot of an indication from ETBs to the Department that a number of Board meetings had to be abandoned in 2015 and 2016 due to insufficient attendance by board members to meet legal quorum requirements the Department has carried out a survey of attendance levels.

While ETB survey data is incomplete it appears that the following persons from your local authority were appointed to ETBs and that their attendance levels at meetings at the time of the survey was as follows:

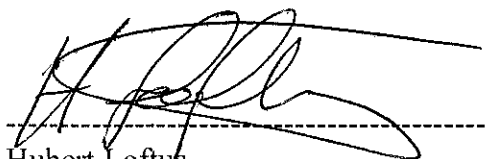
NAME	ETB	ATTENDANCE LEVEL IN 2015	ATTENDANCE LEVEL IN 2016 TO (JULY)
Cllr. Paddy Bourke	City of Dublin	9 out of 11 meetings	5 out of 6 meetings
Cllr. Cathleen Carney Boud	City of Dublin	5 out of 11 meetings	4 out of 6 meetings
Cllr. Aine Clancy	City of Dublin	8 out of 11 meetings	5 out of 6 meetings
Cllr. Patrick Costello	City of Dublin	7 out of 11 meetings	5 out of 6 meetings
Cllr. Alison Gilliland	City of Dublin	6 out of 11 meetings	4 out of 6 meetings

NAME	ETB	ATTENDANCE LEVEL IN 2015	ATTENDANCE LEVEL IN 2016 TO (JULY)
Cllr. Sean Haughey	City of Dublin	8 out of 11 meetings	0 out of 3 meetings
Cllr. Vincent Jackson	City of Dublin	9 out of 11 meetings	6 out of 6 meetings
Cllr. Teresa Keegan	City of Dublin	10 out of 11 meetings	6 out of 6 meetings
Cllr. Andrew Keegan	City of Dublin	6 out of 11 meetings	5 out of 6 meetings
Cllr. Rebecca Moynihan	City of Dublin	6 out of 11 meetings	3 out of 6 meetings
Cllr. Criona Ni Dhalaigh	City of Dublin	1 out of 8 meetings	3 out of 6 meetings
Cllr. Larry O'Toole	City of Dublin	1 out of 5 meetings	resigned May 2015
Cllr. Michael MacDonncha	City of Dublin	3 out of 6 meetings	3 out of 6 meetings
Cllr. Seán Paul Mahon	City of Dublin		2 out of 3 meetings

The Department intends to undertake another survey of ETBs later in 2017 to review attendance levels at board meetings.

I would like to thank you for your assistance with this matter. If you have any queries in relation to the above matter please do not hesitate to contact me.

Yours sincerely,



Hubert Loftus
 Principal Officer
 ETB Financial and Administrative Personnel

c.c. CE of City of Dublin ETB