

DES – Planning and Building Unit Sections and Contact Details - 2011

Forward Planning Section

The primary function of Forward Planning Section is to anticipate future demand for school places and to see that plans are in place for school accommodation provision thereby ensuring that there are sufficient pupil places available in first and second level schools throughout the State. The aim is to ensure that all eligible pupils can access a school place within a reasonable distance from the pupil's home. Forward Planning Section's remit is to identify the areas where significant additional school accommodation will be required at primary and post-primary level for the foreseeable future. This informs the development of the schools building programme.

Forward Planning Section is also currently engaged in policy development in the following areas:

- School Patronage regarding establishment of new schools at both primary and post-primary level.
- Aspects of divesting Patronage of primary schools.
- Value for money review of small primary schools.
- Inventory of School Accommodation.

Site Acquisition and Property Management Section

Site Acquisition and Property Management Section is responsible for:

- Securing the acquisition of sites in parallel with the requirements of the school building programme.
- Development and management of the Department's property portfolio including protection of the Minister's investment in sites and school buildings through legal indentures and school leases.

School Capital Appraisal Section

The School Capital Appraisal Section is responsible for:

- Receiving and assessing applications from schools for major capital works;
- Recommending which projects should be prioritised in order to meet the accommodation needs identified by Forward Planning Section;
- Preparing a brief and schedule of accommodation for a project;
- Processing applications for additional temporary accommodation; and
- Processing the applications for funding under the Summer Works Scheme.

Major Projects (Design & Construction Stages) Section

The Major Projects (Design & Construction Stages) Section has responsibility for progressing major traditional building projects from the appointment of design teams, progression of projects through the design stage, tender through to construction and handover. Non-traditional projects such as design and build projects and rapid delivery projects are progressed by this section through all phases of architectural planning from preliminary design to construction and final account.

Public Private Partnership, Devolved and Rental Payments Section

The Public Private Partnership, Devolved and Rental Payments Section is responsible for the delivery of the Department's Public Private Partnership (PPP) programme.

The Section is also responsible for the delivery of major devolved projects, processing of applications under the Emergency Works and Remediation schemes and for the processing of payments of all other Devolved Grants.

Third Level Building Section

The work of the Third Level Building Section supports the higher education sector through the delivery of accommodation and facilities. On a day to day basis the Section works closely with the Higher Education Authority (HEA) in relation to all third level capital matters.

Financial Section

The Section is responsible for making payments arising from the implementation and delivery of the Department's overall capital programmes. The Section also manages extensive reporting requirements.

Professional and Technical Section

The Professional and Technical Section is responsible for providing specialist technical advice and assistance as required to all sections within the Planning and Building Unit. Its remit includes the development of policy and procedures in relation to Capital Works, design research including the development of design guidance and standard or template designs, and the provision of assistance to schools and Design Teams at all stages in the progression of projects through the design and construction stages.

**Planning/
Building Unit**
**Assistant
Secretary**
Seán Ó Foghlú



Eamonn Cusack
Assistant Principal Officer
Devolved & Rental Payments

Richard Dolan
Assistant Principal Officer
Forward Planning Section

Michael Delaney
Assistant Principal Officer
Financial

John Doyle
Assistant Principal Officer

Tom Plunkett
Assistant Principal Officer
Architectural Planning

Mary Horan
Assistant Principal Officer
Capital Appraisal Section

Cyril O'Neill
Assistant Principal Officer
PPP Projects in procurement

Mary Carney,
Assistant Principal Officer
Forward Planning Section

Peter Healy
Assistant Principal Officer
Third Level BU

Dominic Sullivan
Assistant Principal Officer

Enda Hughes
Assistant Principal Officer
Construction & Developing Areas

Julie Smyth
Assistant Principal Officer
Capital Appraisal Section

Brendan Sheehan
Assistant Principal Officer
PPP Projects in operation

Forward Planning Section

Shirley Kearney, HEO
Tel: 057-9324414

- Forward Planning & Geographical Information System
- Aspects of divesting of primary schools
- Patron Register
- Post-Primary Patronage
- Liaison with Local Authorities
- Inventory on School Accommodation
- Commission on School Accommodation – Review of Criteria and Procedures for the Establishment of New Primary Schools

George Carolan, CO
Tel: 057-9324432

- Forward Planning and Geographical Information System

Carol Betson, CO
Tel: 057-9325336

- Forward Planning and Value for Money Review of Small Primary Schools

Lorraine Brennan, EO
Tel: 057-9324392

- Forward Planning and liaison with Local Authorities for Meath, Carlow, Clare, Louth, Kildare, Wicklow
- Inventory on School Accommodation

Clare Connolly, EO
Tel: 057-9324447

- Forward Planning and liaison with Local Authorities for Dublin (excl Fingal), Westmeath, Waterford, Wexford
- Geographical Information System

Anne Flynn, EO
Tel: 057-9325362

- Forward Planning and liaison with Local Authorities for Galway, Roscommon, Cork, Kerry, Longford, Kilkenny
- Aspects of divesting of primary schools

Bernie Grennan, EO
Tel: 057-9324448

- Forward Planning and liaison with Local Authorities for Dublin (Fingal), Donegal, Monaghan, Limerick, Offaly, Laois
- Aspects of divesting of primary schools

Deirdre Maher, EO
Tel: 057-9324420

- Forward Planning and liaison with Local Authorities for Cavan, Mayo, Leitrim, Sligo, Tipperary North & South
- Patron Register oversight

**Site Acquisition & Property Management
Section**

Julie Cleary, Higher Executive Officer
Tel: 057 9324350

Alan O'Callaghan, Higher Executive Officer
Tel: 021 4536301
Cork & Kerry

Chrissie Maguire, EO
Tel: 057 9325427
Carlow, Laois, Meath, Offaly, Westmeath, Wexford &
Wicklow

Elizabeth O'Reilly, CO
Tel: 021 4536302

John Hughes, EO
Tel: 057 9324479
Cavan, Donegal, Louth, Mayo, Roscommon, Sligo & Fingal

Sarah Heneghan, EO
Tel: 057 9325428
Dublin City, Leitrim, Longford, Monaghan, South Co. Dublin
& Dun Laoghaire-Rathdown

Valerie Healion, EO
Tel: 057 9325424
Clare, Galway, Kilkenny, Kildare, Limerick, Tipperary &
Waterford

Amy O'Grady, CO
Tel: 057 9324410

Anne Leonard, CO
Tel: 057 9325426

**Capital Appraisal
Section**

**Tona Redmond
Higher Executive Officer**

Tel: 057 9324464

**Betty Regan
Higher Executive Officer**

Tel: 057 9324472

**Sharon Gleeson
Higher Executive Officer**

Tel: 057 9324484

**Denise Harris
Higher Executive Officer**

Tel: 057 9325378

**Angela Murphy, EO
Tel: 057 9325375**

Cavan, Longford & Monaghan

**Val Lynam, EO
Tel: 057 9324435**

Kilkenny, Carlow & Waterford

**Stephanie Thompson, EO
Tel: 057 9324470**

Fingal, Roscommon & Leitrim

**Frances Mooney, EO
Tel: 057 9324489**

Cork

**Brian O'Connell, EO
Tel: 057 9325337**

Louth & Meath

**Hannah Murphy, EO
Tel: 057 9325381**

Westmeath & Wexford

**Evelyn Lynam, EO
Tel: 057 9324348**

Galway & Mayo

**Glen Raftery, EO
Tel: 057 9324431**

Laois, Limerick & Tipperary

**Alan McIntyre, EO
Tel: 057 9324438**

Dublin

**Sinead McDonnell
Tel: 057 9324463**

Wicklow & Kildare

**Olivia Murray, EO
Tel: 057 9324465**

Donegal & Sligo

**Eilish Dooley, EO
Tel: 057 9325382**

Clare, Offaly & Kerry

**Mary Duffy/Elaine Matthews,
CO**

Tel: 057 9324407

Niamh Rosney, CO

Tel: 057 9324466

Mary Keaveny, CO

Tel: 057 9325377

Carol Flynn, CO

Tel: 057 9324430

Major Projects (Design and Construction Stages) Section

Nicola Coogan, Higher Executive Officer
Tel: 057 9324434

Administration section for major projects in Architectural Planning: from Appointment of Design Team stage to completion of Stage 1 – Preliminary Design.

Michelle Kavanagh, Higher Executive Officer

Tel: 057 9325429

Administration section for major projects in Architectural Planning: from commencement of Stage 2(a) – Developed Design to completion of Stage 2(b) - Detailed Design (including Planning permission and preparation of Tender Documents)

Ann O'Neill, Higher Executive Officer

Tel: 057 9324312

Administration section for major projects in Tender and Construction stages (Traditional Building Programme)

Pauline Coy, Higher Executive Officer
Tel: 057 9324477

Administration section for Projects in Rapid Delivery Programme, Campus Projects

Claire Jones, Executive Officer
Tel: 057 9325386
Design Team Appointments

Anna Dempsey/Katerina Killeen, Executive Officer
Tel: 057 9324467

Architectural Planning (administration) Stage 2(a) – Developed Design

Blanaid Shiel, Executive Officer
Tel: 057 9324449

Tender and Construction (Stages 3 & 4) – Leinster excl. Kildare, Meath & Laois

Eddie Quinn, Executive Officer
Tel: 057 9324437
Campus Projects & Rapid Delivery Projects in Dublin

Kevin O'Brien, Executive Officer
Tel: 057 9324476
Design Team Appointments

Joan Murphy, Executive Officer
Tel: 057 9324453

Architectural Planning (administration) Stage 2(b) – Detailed Design (including Planning permission and preparation of Tender Documents)

Catherine Reid, Executive Officer
Tel: 057 9325385

Tender and Construction (Stages 3 & 4) – Munster excl. Cork, Kerry & Waterford, Connaught, Ulster & Kildare

Brid Kinahan, Executive Officer
Tel: 057 9325387
Rapid Delivery Projects outside of Dublin & Final Accounts

Caoimhe Morris, Executive Officer
Tel: 057 9324483
Architectural Planning (administration) Stage 1 – Preliminary Design

Noeleen Newman, Executive Officer
Tel: 057 9324469

Architectural Planning (administration) Stage 2(b) – Detailed Design (including Planning permission and preparation of Tender Documents)

Tom Cunniffe, Executive Officer
Tel: 057 9325376

Tender and Construction (Stages 3 & 4) – Laois Meath, Cork, Kerry & Waterford

Noeleen Egan, Executive Officer
Tel: 057 9324349
Rapid Delivery Projects outside Dublin, Major Devolved Projects & Final Accounts

Richard Hughes, Clerical Officer
Tel: 057 9324478
Design Team Appointments and Fee Invoices

Elizabeth Kealy, Executive Officer
Tel: 057 9324473

Stage 5 – Final Accounts

Eileen O'Shea, Clerical Officer
Tel: 057 9325388
Furniture, payments, ICT grants

Ann O'Brien, Clerical Officer
Tel: 057 9324436
Furniture, payments, ICT grants

**Public Private Partnership, Devolved & Rental
Payments Section**

Mary Monaghan, Higher Executive Officer
Tel: 057 9325380
Summer Works Scheme (SWS), Capital Jobs Initiative, Emergency Works Scheme (EWS), Furniture & Equipment, DCG, Radon & Asbestos

Martine O’Riordain, Higher Executive Officer
Tel: 057 9324451
Temporary Accommodation, Rental Payments and Major Devolved Projects

Annabell Fitzgerald, Higher Executive Officer
Tel: 091 864503
Monitor PPP Contracts & Unitary

Adrian Staunton, EO
Tel: 057 9324446
Energy Efficiency Scheme, Water Conservation & Dust Extraction

Mary Clavin/Fionnuala Fitzpatrick, EO
Tel: 057 9324444
Additional Accommodation

Catherine Loftus, EO
Tel: 091 864502
Public Private Partnership Admin & Unitary Payments

Sharon Treacy, EO
Tel: 057 9324441
SWS/Capital Jobs Initiative – Post Primary

Adelaide Mulrooney, SO
Tel: 057 9324428
Additional Accommodation

Kathryn Scott, EO
Tel: 057 9325389
SWS/Capital Jobs Initiative – Primary

Jackie Lynam, EO
Tel: 057 9324442
Rental Payments

Aisling Yates, CO
Tel: 057 9325379
EWS & Public Private Partnership

Regina Gannon, EO
Tel: 057 9324429
Major Devolved Projects

Niamh O’Brien, CO
Tel: 057 9324427
Furniture & Equipment

Lavinia Kilmurray, CO
Tel: 057 9324342
Rental Payments Counties C – G

Tracey Tobin, CO
Tel: 057 9325338
Furniture & Equipment

Jonathan Moore, CO
Tel: 057 9324445
Rental Payments Counties K – W

Financial Section

Gearoid McHugh, Higher Executive Officer
Tel: 057 9324344
S&T Report & Accounts, Spot Checks Annual Report
CIF Returns, PAC Briefs, Estimates
ERDF Reporting & Claims
All General Financial Queries

Ann Corcoran, SO
Tel: 057 9324347

Adrian Healy, Higher Executive Officer
Tel: 057 9324343
Financial Payments – Carlow, Cavan, Donegal, Dublin,
Galway, Kilkenny, Leitrim, Meath, Waterford,
Tipperary South & North

Ann Cully, EO
Tel: 057 9325414

Rosaleen McCann, CO
Tel: 057 9324345

Mary Molloy, CO
Tel: 057 9325357

Amanda Weldon, CO
Tel: 057 9325355

Aidan Grennan, CO
Tel: 057 9325413

Yvonne Forde & Marura Owens, Higher Executive Officer
Tel: 057 9324417 & 057 9324318
Financial Payments – Clare, Cork, Kerry, Kildare,
Laois, Limerick, Longford, Louth, Mayo, Monaghan,
Offaly, Roscommon, Sligo, Westmeath, Wexford,
Wicklow & all Third Level Payments

Mark Doheny, EO
Tel: 057 9324306

Ann Corcoran, SO
Tel: 057 9324347

Anita Dooley, CO
Tel: 057 9324418

Anne Egan, CO
Tel: 057 9325363

Orla Watkins, CO
Tel: 057 9325355

Professional & Technical Section

Senior Quantity Surveyors

James Walsh
Tel: 057 9325312

Patrick O'Neill
Tel: 057 9324359

John Harnett
Tel: 057 9324339

Shay O'Malley
Tel: 057 9325370

Senior Building Services Engineers

John Dolan
Tel: 057 9325305

Paul Mackle
Tel: 057 9325304

Patrick Fogarty
Tel: 057 9325315

Senior Architects

Helen O'Neill
Tel: 057 9325308

Frank Lewis
Tel: 057 9325316

Eamonn Greville
Tel: 057 9325309

Paul Egan
Tel: 057 9325306

Conor O'Regan
Tel: 057 9325307

Architects

Renuka Rajput
Tel: 057 9324307

Karen Hawkshaw
Tel: 057 9325326

Niall Lowther
Tel: 057 9325328

Hai Roberts
Tel: 057 9324486

Subbarao Moka
Tel: 057 9325311

Architectural Assistants

Bill Kavanagh
Tel: 057 9325327

Stephen Lynam
Tel: 057 9325330

Kevin Kennedy
Tel: 057 9325319

Ben Duignan
Tel: 057 9325321

Dermott McCormack
Tel: 057 9325323

John Smith
Tel: 057 9325320

Patrick Kelly
Tel: 057 9325324

Paul Maher
Tel: 057 9325310

Marc Cunningham
Tel: 057 9325329

Ciaran Dunne
Tel: 057 9325351